

GENOA CHARTER TOWNSHIP BOARD
Regular Meeting
June 5, 2017
6:30 p.m.

AGENDA

Call to Order:

Pledge of Allegiance:

Call to the Public (Public comment will be limited to two minutes per person)*:

Approval of Consent Agenda:

1. Payment of Bills.
2. Request to Approve Minutes: May 15, 2017
3. Request for approval of a 2017 application for fireworks by Calvin Heckman for a proposed display date of July 8, 2017 at 4127 Clifford Road, Brighton.
4. Request for approval of a 2017 application for fireworks by Calvin Heckman for a proposed display date of July 15, 2017 at Mt. Brighton, 4141 Bauer Road, Brighton.
5. Request for approval of a 2017 application for fireworks by Calvin Heckman for a proposed display date of July 3, 2017 [alternate July 4, 2017] at the Oak Pointe Country Club.
6. Request for approval of a 2017 application for fireworks by Mark Popovich of Wolverine Fireworks for a proposed display date of July 1, 2017 on Lake Chemung.
7. Request for approval of a proposal from CEI to make roof repairs to the Township Hall and Brighton Area Fire Authority Station 34 in an amount not to exceed \$2,950.

Approval of Regular Agenda:

8. Request for approval of Resolution No. 5 [confirming the special assessment roll] for the Lake Chemung Aquatic Weed Control Project Winter 2017.
9. Request for approval of the 4th Amended Articles of Incorporation for the Howell Area Parks and Recreation Authority.
10. Request for approval of an amendment to Fund 271 [Building-Reserve/Cemetery] to allow for cemetery maintenance at a cost of \$5,500.

Correspondence

Member Discussion

Adjournment

*Citizen's Comments- In addition to providing the public with an opportunity to address the Township Board at the beginning of the meeting, opportunity to comment on individual agenda items may be offered by the Chairman as they are presented.

CHECK REGISTERS FOR TOWNSHIP BOARD MEETING

DATE: June 5, 2017

TOWNSHIP GENERAL EXPENSES: Thru June 5, 2017	\$106,432.64
May 19, 2017 Bi Weekly Payroll	\$91,015.23
June 2, 2017 Bi Weekly Payroll	\$89,259.41
OPERATING EXPENSES: Thru June 5, 2017	\$167,877.43
TOTAL:	<u>\$454,584.71</u>

Check Register Report For Genoa Charter Township
For Check Dates 05/19/2017 to 05/19/2017

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
05/19/2017	FNBCK	12546	MCMANUS, JOHN	168.00	155.16	0.00	Open
05/19/2017	FNBCK	EFT108	FLEX SPENDING (TASC)	1,109.13	1,109.13	0.00	Open
05/19/2017	FNBCK	EFT109	INTERNAL REVENUE SERVICE	22,458.92	22,458.92	0.00	Open
05/19/2017	FNBCK	EFT110	PRINCIPAL FINANCIAL	2,875.00	2,875.00	0.00	Open
05/19/2017	FNBCK	EFT111	PRINCIPAL FINANCIAL	1,426.63	1,426.63	0.00	Open
Totals:				Number of Checks: 005	28,037.68	28,024.84	0.00
Total Physical Checks:				1		Dir. Dep.	
Total Check Stubs:				4		62,990.39	

\$ 91,015.23

Check Register Report For Genoa Charter Township
For Check Dates 06/02/2017 to 06/02/2017

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
06/02/2017	FNBCK	12547	GRAJEK, CHRISTINE V	300.00	243.15	0.00	Open
06/02/2017	FNBCK	EFT114	FLEX SPENDING (TASC)	1,159.13	1,159.13	0.00	Open
06/02/2017	FNBCK	EFT115	INTERNAL REVENUE SERVICE	22,002.00	22,002.00	0.00	Open
06/02/2017	FNBCK	EFT116	PRINCIPAL FINANCIAL	2,875.00	2,875.00	0.00	Open
06/02/2017	FNBCK	EFT117	PRINCIPAL FINANCIAL	1,426.63	1,426.63	0.00	Open
Totals:				Number of Checks: 005	27,762.76	27,705.91	0.00
Total Physical Checks:				1		Dir. Dep.	
Total Check Stubs:				4		61,533.50	

\$ 89,259.41

Check Date	Check	Vendor Name	Amount
Bank FNBACK CHECKING ACCOUNT			
05/09/2017	33667	EHIM, INC	
05/09/2017	33668	LSL PLANNING, INC.	9,151.34
05/16/2017	33669	AT&T	5,184.46
05/16/2017	33670	BLUE CROSS & BLUE SHIELD OF MI	282.63
05/16/2017	33671	BS&A SOFTWARE	32,021.33
05/16/2017	33672	BULLSEYE TELECOM	820.00
05/16/2017	33673	CONSUMERS ENERGY	398.68
05/16/2017	33674	EHIM, INC	160.35
05/16/2017	33675	ETNA SUPPLY COMPANY	6,567.88
05/16/2017	33676	GENOA TOWNSHIP D.P.W. FUND	8,340.00
05/16/2017	33677	HUBBELL, ROTH & CLARK, INC	296.30
05/16/2017	33678	ICMA	247.26
05/16/2017	33679	KRISTEN RENEE SAPIENZA	1,012.00
05/16/2017	33680	LIVINGSTON PRESS & ARGUS	47.08
05/16/2017	33681	MASTER MEDIA SUPPLY	250.00
05/16/2017	33682	MHOG UTILITIES	20.95
05/16/2017	33683	PFEFFER-HANNIFORD-PALKA	403.52
05/16/2017	33684	TRI COUNTY SUPPLY, INC.	3,835.00
05/16/2017	33685	VERIZON	261.38
05/16/2017	33686	WELLNESS IQ	1,166.75
05/22/2017	33687	AT & T LONG DISTANCE	164.00
05/22/2017	33688	AT&T	23.06
05/22/2017	33689	CHASE CARD SERVICES	40.30
05/22/2017	33690	COMCAST	2,133.24
05/22/2017	33691	DEBRA ROJEWSKI	156.61
05/22/2017	33692	ETHAN MURPHY	47.57
05/22/2017	33693	FEDERAL EXPRESS	50.00
05/22/2017	33694	LAKESIDE SERVICE COMPANY, INC	224.40
05/22/2017	33695	MICHIGAN TOWNSHIP ASSOC	774.71
05/22/2017	33696	NEOPOST USA INC	6,334.50
05/22/2017	33697	NETWORK SERVICES GROUP, L.L.C.	2,769.00
05/22/2017	33698	OFFICE EXPRESS INC.	2,074.00
05/22/2017	33699	US BANK EQUIPMENT FINANCE	182.05
05/22/2017	33700	WALMART COMMUNITY	1,698.34
05/23/2017	33701	BRIGHTON URGENT CARE	256.73
05/23/2017	33702	COOPER'S TURF MANAGEMENT	30.00
05/23/2017	33703	MICHAEL ARCHINAL	1,654.00
05/23/2017	33704	NETWORK SERVICES GROUP, L.L.C.	500.00
05/23/2017	33705	GUARDIAN	975.00
05/23/2017	33706	UNUM PROVIDENT	2,307.51
05/24/2017	33707	MERS - MICH. EMPLOYEES' RETIRE	3,191.32
05/30/2017	33708	DEBRA ROJEWSKI	1,723.76
05/30/2017	33709	DYKEMA GOSSETT, PLLC	21.83
05/30/2017	33710	GENOA TOWNSHIP D.P.W. FUND	1,471.50
05/30/2017	33711	LIVINGSTON COUNTY REGISTER OF DEEDS	308.99
05/30/2017	33712	PERFECT MAINTENANCE CLEANING	30.00
05/30/2017	33713	SEWARD PECK & HENDERSON PLLC	565.00
05/30/2017	33714	SHARON STONE	5,936.00
05/31/2017	33715	MASTER MEDIA SUPPLY	62.06
			260.25

FNBACK TOTALS:

Total of 49 Checks:	106,432.64
Less 0 Void Checks:	0.00
Total of 49 Disbursements:	106,432.64

Check Date	Check	Vendor Name	Amount
Bank 592FN OAK POINTE OPERATING FUND #592			
05/16/2017	3944	AT&T	
05/16/2017	3945	BRIGHTON ANALYTICAL , L.L.C.	108.09
05/16/2017	3946	BULLSEYE TELECOM	30.00
05/16/2017	3947	DETROIT PUMP & MFG. CO.	29.42
05/16/2017	3948	FERGUSON WATERWORKS #3386	7,124.23
05/16/2017	3949	GENOA TOWNSHIP DPW FUND	1,175.00
05/16/2017	3950	HUBBELL, ROTH & CLARK, INC	2,364.96
05/16/2017	3951	TETRA TECH INC	815.16
05/16/2017	3952	TLS CONSTRUCTION LLC	1,867.50
05/16/2017	3953	USA BLUEBOOK	5,900.00
05/16/2017	3954	UTILITIES INSTRUMENTATION SERVICE	579.01
05/23/2017	3955	AT&T LONG DISTANCE	975.10
05/23/2017	3956	GENOA TWP OAK POINTE OPERATING	70.00
		Void Reason: MADE OUT TO WRONG VENDOR	103,436.07 V
05/24/2017	3957	GENOA TWP OAK POINTE SEWER BOND	
		Void Reason: VOIDED BY MISTAKE	103,436.07 V
05/24/2017	3958	GENOA TWP OAK POINTE SEWER BOND	
05/30/2017	3959	DTE ENERGY	103,436.07
05/31/2017	3960	COOPER'S TURF MANAGEMENT	23.79
05/31/2017	3961	HACH COMPANY	155.00
05/31/2017	3962	USA BLUEBOOK	685.47
05/31/2017	3963	UTILITIES INSTRUMENTATION SERVICE	827.40
05/31/2017	3964	VIC BOND SALES	1,648.00
592FN TOTALS:			<u>60.05</u>
Total of 21 Checks:			334,746.39
Less 2 Void Checks:			206,872.14
Total of 19 Disbursements:			<u>127,874.25</u>

Check Date	Check	Vendor Name	Amount
Bank 593FN LAKE EDGEWOOD OPERATING FUND #593			
5/16/2017	3166	BRIGHTON ANALYTICAL , L.L.C.	
5/16/2017	3167	BULLSEYE TELECOM	67.00
5/16/2017	3168	CONSUMERS ENERGY	75.95
5/16/2017	3169	GENOA TOWNSHIP DPW FUND	345.13
5/23/2017	3170	HUBBELL, ROTH & CLARK, INC	636.38
5/30/2017	3171	BRIGHTON ANALYTICAL , L.L.C.	5,652.68
5/30/2017	3172	COOPER'S TURF MANAGEMENT	67.00
5/30/2017	3173	DETROIT PUMP & MFG. CO.	188.00
5/30/2017	3174	HARTLAND SEPTIC SERVICE, INC.	942.08
93FN TOTALS:			<u>5,655.00</u>
Total of 9 Checks:			13,629.22
Less 0 Void Checks:			0.00
Total of 9 Disbursements:			<u>13,629.22</u>

Check Date	Check	Vendor Name	Amount
Bank 503FN DPW-UTILITIES #503			
05/09/2017	3979	PORT CITY COMMUNICATIONS, INC.	
05/09/2017	3980	SPIRIT OF LIVINGSTON	321.50
05/09/2017	3981	WEX BANK	2,798.36
05/11/2017	3982	POSTMASTER	2,692.15
05/15/2017	3983	CHASE CARD SERVICES	332.28
05/15/2017	3984	DAN SCHLACK	971.15
05/15/2017	3985	LOWE'S	18.27
05/15/2017	3986	LUCITY, INC	1,810.87
05/15/2017	3987	PFEFFER-HANNIFORD-PALKA	1,509.37
05/15/2017	3988	ROYS AUTOWORKS CORP	735.00
05/15/2017	3989	STAPLES CREDIT PLAN	887.57
05/15/2017	3990	VICTORY LANE QUICK OIL CHANGE	364.77
05/16/2017	3991	VERIZON	74.98
05/23/2017	3992	BRIGHTON URGENT CARE	587.90
05/23/2017	3993	GREG TATARA	495.00
05/23/2017	3994	SENSUS USA, INC	500.00
05/23/2017	3995	TESHA HUMPHRISS	1,893.15
05/23/2017	3996	VICTORY LANE QUICK OIL CHANGE	250.00
05/30/2017	3997	AUTO ZONE	90.97
05/30/2017	3998	OHM ENGINEERING ADVISORS	13.76
05/30/2017	3999	STANDARD ELECTRIC	9,596.00
05/30/2017	4000	VICTORY LANE QUICK OIL CHANGE	274.73
05/31/2017	4001	BLACKBURN MFG. CO.	85.96
			37.22

503FN TOTALS:

Total of 23 Checks:	
Less 0 Void Checks:	26,340.96
Total of 23 Disbursements:	0.00
	<u>26,340.96</u>

GENOA CHARTER TOWNSHIP BOARD
Regular Meeting & Public Hearing
May 15, 2017

MINUTES

Supervisor Rogers called the regular meeting of the Genoa Charter Township Board to order at 6:30 p.m., with the Pledge of Allegiance. The following members were present constituting a quorum for the transaction of business: Bill Rogers, Paulette Skolarus, Robin Hunt, Jim Mortensen, Terry Croft, Diana Lowe and Jean Ledford. Also present were Township Manager, Michael Archinal; Township Attorney, Joe Seward; and approximately 30 persons in the audience.

A Call to the Public was made; new Under Sheriff Jeff Warder introduced himself to the board.

Approval of Consent Agenda:

Moved by Lowe and supported by Ledford to approve all items under the consent agenda as requested. The motion carried unanimously.

1. Payment of Bills.

2. Request to Approve Minutes: May 1, 2017

3. Request to approve the Assessor's affidavit of the 2017 millage levies for the Township establishing the millage rate at 0.8061.

Approval of Regular Agenda:

Moved by Mortensen and supported by Hunt to approve for action all items listed under the regular agenda as requested. The motion carried unanimously.

4. Public hearing on the Lake Chemung Aquatic Weed Control Special Assessment Project Winter 2017.

A call to property owners and the public was made with the following response:

Michael Suciu; 1071 Sunrise Park, Laura Wildman; 658 Pathway Dr, and John Palmer; 560 Black Oaks Dr, expressed their support for the project.

5. Discussion of five-year projection for Fund 264 related to revenue and expenditures for both the aquatic weed control program and road improvement projects.

Skolarus provided the five year projection for Fund 264. Estimates included a \$300,000.00 contribution to the fund annually and tentative projects for Wildwood, Mountain, Holly, Dillon and Magnolia in 2018 and 2019 provided residents are able to obtain enough petition signatures to move forward with any project. No action was taken by the board.

6. Consider approval of a Resolution No. 170515 adopting the County's Hazard Mitigation Plan and request that the County Board of Commissioners implement a comprehensive plan for the County.

Moved by Hunt and supported by Croft to approve Resolution 170515 as requested. The motion carried by roll call vote as follows: Ledford, Croft, Hunt, Lowe, Mortensen, Skolarus and Rogers. Nays – None. Absent – None.

7. Request to approve replacement of the front and rear apparatus drive aprons and install walkways at Brighton Fire Station 34 by Detroit Concrete Co. at a cost not to exceed \$26,928.

Skolarus-would like to see the Brighton Fire Station pay for this fix on their own. It was mentioned that under the current agreement, Genoa Township, is the landlord and must fix the drive. Croft would like more clarification on the build; will it address base problem which is clearly the issue of the crumbling drive apron. Archinal will speak with Detroit Concrete Co. to get a scope of the project with details.

Moved by Hunt and supported by Skolarus to approve the request by the Brighton Fire Authority at a cost of \$26,928.00. The motion carried unanimously.

8. Consider approval of an agreement with the Livingston County Road Commission to repave Hacker Road between Grand River and Clark Lake Road with a Township contribution of \$100,000.00.

Archinal gave a bit of history on the project and the areas growth over the years which precipitated the repair. Rogers asked if the speed signage could be looked into. A 55mph sign is very close to a 35 mph sign near a curve in the road. Archinal will call the appropriate department to inquire about the signage.

Moved by Skolarus and supported by Mortensen to approve the agreement to repave Hacker as requested, noting the Township Budget No. 261 included an allowance for this expenditure. The motion carried unanimously.

9. Consider a request to amend the Snyder v. Genoa Charter Township Consent Judgement as requested by Joseph Yaros; 5679 Richardson Road.

Joseph Yaros addressed the board and asked that a 10x14 deck off the back of a non-conforming building on his property be allowed to stay. His sons built the deck while Yaros was in the hospital and they did not pull a permit for the deck. Yaros stated that in order for him to live in the building, he needs an escape route that would be easy to use with his oxygen tanks in the event of a fire.

Rogers-the principle residence is what Yaros is using even though the home isn't the one lived in.

Yaros -the intent was for family to reside in the principle residence and Yaros to reside in the non-conforming building.

Seward- the secondary building is non-conforming use and should not be expanded. This means, it has to remain as is.

Yaros' significant other addressed the board and wanted to gain clarification on the word expand. She sited Genoa Township Ordinances. She sited past minutes and ordinances but can't find specific language to define the word expand. She explained that she needs the board to

define the word expand so that the Yaros' can go to court to try and change the consent judgement. She doesn't know how to proceed.

The board reminded Yaros's significant other that the Township Ordinances no longer pertain to 5679 Richardson because a consent judgement is in place and that the consent judgement spells out that the building should not be expanded in any way.

Seward-Yaros should obtain an attorney and go to court to try to renegotiate the consent judgment. Because the consent judgement is in place, there is nothing the board can do. It must be talked about in court.

The board again said that any adding onto the building is expanding.

Yaros-the deck and eventual stairway is necessary to allow for an evacuation and that the board should feel responsible if anything were to happen.

Hunt-if you feel the home is unsafe and not equipped to live in, it is my recommendation that you should definitely not live there.

No action was taken by the board.

Correspondence:

A bid from Landscape Design and Associates to clean up the Chilson Hills Cemetery in the amount of \$5,500.00 was accepted, which is under the estimate that the board had agreed upon. Croft would like to see a budget line item to automatically allot funds to cemetery cleanup. Archinal said that in the past, Sunrise Rotary would clean up the cemetery but since the previous director's retirement, the duties of cemetery cleanup have gone back to the Township. It is a once a year spring cleanup that is required and Cooper's cuts the grass.

The regular meeting of the Genoa Charter Township Board was adjourned at 7:28 p.m.



Paulette A. Skolarus, Clerk
Genoa Charter Township



Tara Brown, Deputy Clerk
Genoa Charter Township

810-227-6307

2017 Application for Fireworks Other Than Consumer or Low Impact

FOR USE BY LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD ONLY
DATE PERMIT(S) EXPIRE:

Authority: 2011 PA 258	The LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this Legislative Body of City, Village or Township Board.
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TYPE OF PERMIT(S) (Select all applicable boxes)

Agricultural or Wildlife Fireworks
 Articles Pyrotechnic
 Display Fireworks
 Public Display
 Private Display
 Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes

NAME OF APPLICANT Calvin Heckman		ADDRESS OF APPLICANT 4263 Clifford Rd	AGE OF APPLICANT 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
NAME OF PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER Calvin Heckman		ADDRESS PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER 4263 Clifford Rd (RKM Fireworks)	
IF A NON-RESIDENT APPLICANT (LIST NAME OF MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)		ADDRESS (MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)	TELEPHONE NUMBER
NAME OF PYROTECHNIC OPERATOR Calvin Heckman		ADDRESS OF PYROTECHNIC OPERATOR 4263 Clifford Rd	AGE OF PYROTECHNIC OPERATOR 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
NO. YEARS EXPERIENCE 15	NO. DISPLAYS 45	WHERE Brighton, Howell, Also IN Shows	
NAME OF ASSISTANT Robert Pelcher		ADDRESS OF ASSISTANT 4127 Clifford	AGE OF ASSISTANT 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
NAME OF OTHER ASSISTANT		ADDRESS OF OTHER ASSISTANT	AGE OF OTHER ASSISTANT 18 YEARS OR OLDER <input type="checkbox"/> YES <input type="checkbox"/> NO

EXACT LOCATION OF PROPOSED DISPLAY
WATERS EDGE 4127 Clifford Rd Genoa, Twp.

DATE OF PROPOSED DISPLAY: July 8th 2017 TIME OF PROPOSED DISPLAY: approx 10pm Rain date July 9th 2017

MANNER AND PLACE OF STORAGE, SUBJECT TO APPROVAL OF LOCAL FIRE AUTHORITIES, IN ACCORDANCE WITH NFPA 1123, 1124 & 1126 AND OTHER STATE OR FEDERAL REGULATIONS. PROVIDE PROOF OF PROPER LICENSING OR PERMITTING BY STATE OR FEDERAL GOVERNMENT
RKM Fire works Edwards Berg, MI Storage Bunkers

AMOUNT OF BOND OR INSURANCE (TO BE SET BY LOCAL GOVERNMENT): \$1,000,000 NAME OF BONDING CORPORATION OR INSURANCE COMPANY: ~~Boys of Boston~~ ALLIED SPECIALTY INS INC

ADDRESS OF BONDING CORPORATION OR INSURANCE COMPANY: 10451 GULFBUD. Treasure Island FL 33706-4814

NUMBER OF FIREWORKS	KIND OF FIREWORKS TO BE DISPLAYED (Please provide additional pages as needed)
72	3" Aerial Shells
50	4"
36	5"
12	6"
4	8"
12	Multi shot CAKES

SIGNATURE OF APPLICANT: Calvin Heckman DATE: 5/9/2017



U.S. Department of Justice
Bureau of Alcohol, Tobacco, Firearms and Explosives
Federal Explosives Licensing Center
244 Needy Road
Martinsburg, West Virginia 25405

901090: CRR/FLS
5400
File Number: 4MI00995

12/04/2015

SUBJECT: EMPLOYEE POSSESSOR LETTER OF CLEARANCE for:

CALVIN HECKMAN

SHOOTER AND OPERATOR 4268 CLIFFORD RD
(810)227-6307 BRIGHTON, MI 48116

and is ONLY valid under the following federal explosives license/permit:

SKM FIREWORKS CO
27883 MAYST
EDWARDSBURG, MI 49112
1972

Dear CALVIN HECKMAN:

You have been approved to transport, ship, receive or possess explosive materials as an employee possessor under the Federal explosive license or permit indicated above. This clearance is only valid under the license or permit referenced above.

Sincerely,

Christopher R. Reeves

Christopher R. Reeves
Chief, Federal Explosives Licensing Center (FELC)

FELC Customer Service. If you believe that information on your "Letter of Clearance" is incorrect, please return a COPY of the letter to the Chief, Federal Explosives Licensing Center (FELC), with a statement showing the nature of the error. The Chief, FELC, shall correct the error, and return an amended letter to you.

Mail: ATF
Chief, FELC
Attn.: LOC Correction
244 Needy Road
Martinsburg, West Virginia 25405

Fax: 1-304-616-4401
Chief, FELC
Attn.: LOC Correction

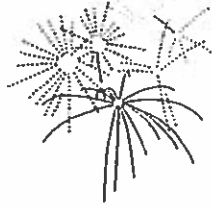
Call toll-free: 1-877-283-3352

WWW.ATF.GOV

CALVIN HECKMAN

Employee Possessor Letter of Clearance for:

THE PYROTECHNICS GUILD INTERNATIONAL, INC.



Certifies That

CALVIN HECKMAN, JR.



Has successfully completed the PGII Display
Fireworks Operator Certification and Safety Program,
requiring attendance at lectures and demonstrations, a
passing score on a written examination, and
documented display fireworks shooting experience.

Performance by the holder of this certificate is beyond
the control of the PGII. This organization makes no
warranty as to the holder's future performance.

John R. Steinberg
John R. Steinberg, PGII Course Administrator

21 November 2015
Date



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/04/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Allied Specialty Insurance, Inc. 10451 Gulf Blvd Treasure Island, FL 33708-4814	CONTACT NAME: Michelle Kugler	
	PHONE (A/C No. Ext): 727-547-3070 FAX (A/C No.): 727-367-5895 E-MAIL ADDRESS: mkugler@alliedspecialty.com	
INSURED RKM FIREWORKS COMPANY & ST. EVANS, INC. 27383 MAY STREET EDWARDSBURG MI 49112	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: T.H.E. Insurance Company	12868
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR RISO WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		CPP0105870-00	10/08/2016	10/08/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ N/A PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 10,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY		CPP0105870-00	10/08/2016	10/08/2017	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$		ELP0012342-00 GL	10/08/2016	10/08/2017	EACH OCCURRENCE \$ 9,000,000 AGGREGATE \$ 9,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	WCP0005334-001 Coverage is afforded in the State(s) of: IL, IN, MI & WI	11/01/2016	11/01/2017	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L EACH ACCIDENT \$ 100,000 E.L DISEASE - EA EMPLOYEE \$ 100,000 E.L DISEASE - POLICY LIMIT \$ 500,000
A	Excess VL		ELP0012341-00	10/08/2016	10/08/2017	Each Occurrence \$4,000,000 Aggregate Limit \$4,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Display Date: 07/08 Rain Date: 07/09 Location: Crooked Lake

RE: General Liability, the following are named as additional insured in respects to the negligence of the named insured: Tri Lakes Association

CERTIFICATE HOLDERTri Lakes Association
4283 Clifford
Brighton, MI 48116

Cert 178

CANCELLATION

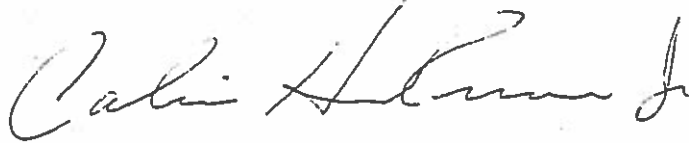
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

To whom it may concern;

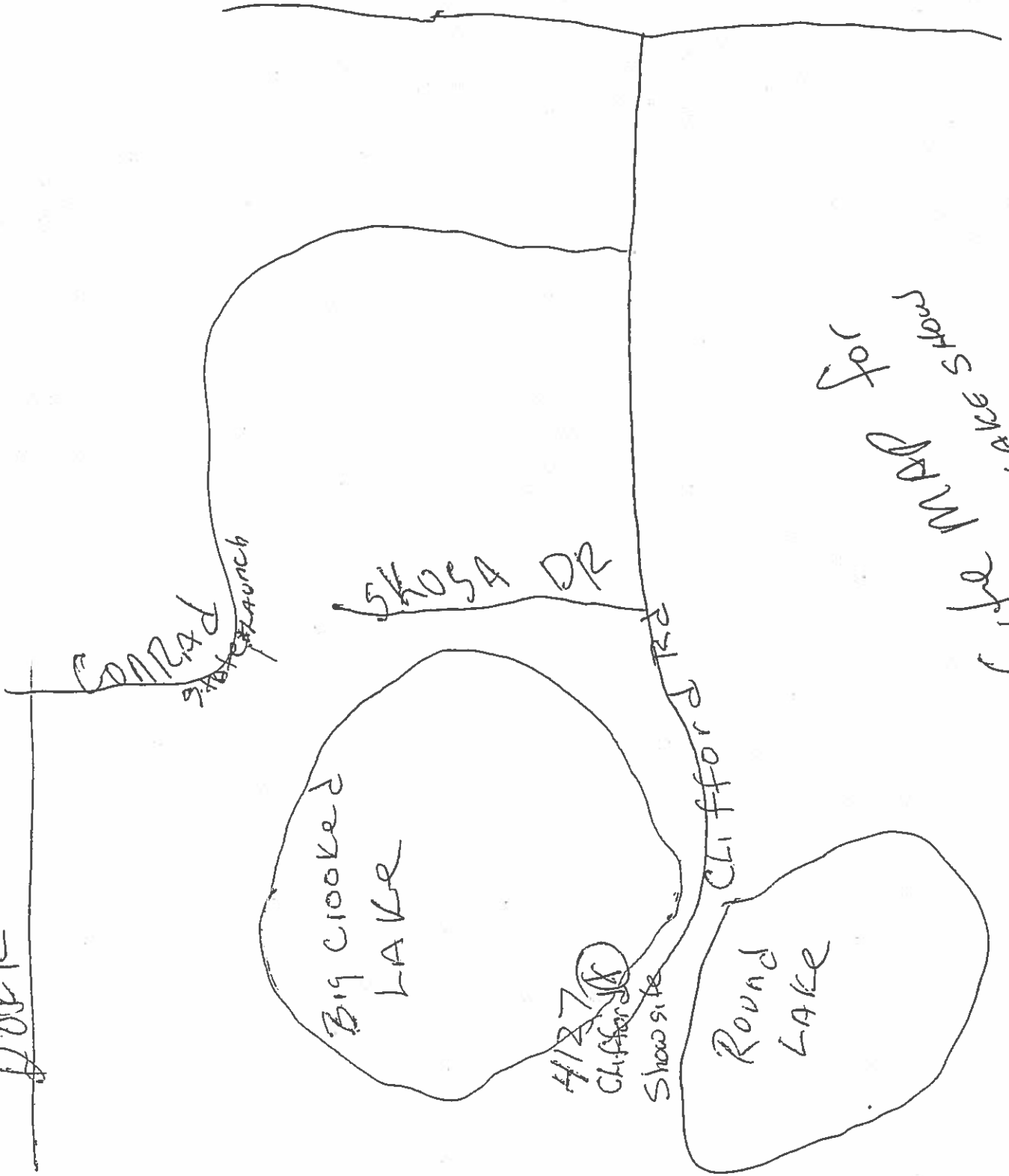
This is a contingency letter for any and all fireworks at the show that do not get used or do not fire for any reason will be transported back to back to the registered bunker they were picked up from RKM fireworks in Edwardsburg Mi.

Sincerely

A handwritten signature in cursive script that reads "Calvin Heckman Jr". The signature is written in black ink and is positioned above the printed name.

Calvin Heckman Jr

DOB 12



5' the MAD for
TRAIL CAME SHOWS

810-221-6303

2017 Application for Fireworks Other Than Consumer or Low Impact

FOR USE BY LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD ONLY
DATE PERMIT(S) EXPIRE:

Authority: 2011 PA 258
The LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this Legislative Body of City, Village or Township Board.

TYPE OF PERMIT(S) (Select all applicable boxes)

Agricultural or Wildlife Fireworks Articles Pyrotechnic Display Fireworks

Public Display Private Display

Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes

NAME OF APPLICANT Calvin Heckman		ADDRESS OF APPLICANT 4263 Clifford	AGE OF APPLICANT 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
NAME OF PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER SAME AS ABOVE		ADDRESS PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER SAME AS ABOVE	(RKM Fireworks)
IF A NON-RESIDENT APPLICANT (LIST NAME OF MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)		ADDRESS (MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)	TELEPHONE NUMBER
NAME OF PYROTECHNIC OPERATOR Calvin Heckman		ADDRESS OF PYROTECHNIC OPERATOR 4263 Clifford	AGE OF PYROTECHNIC OPERATOR 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
NO. YEARS EXPERIENCE 15	NO. DISPLAYS 45	WHERE Brighton, Howell, Also IN. Shows	
NAME OF ASSISTANT Robert Pelcher		ADDRESS OF ASSISTANT 4127 Clifford Rd	AGE OF ASSISTANT 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
NAME OF OTHER ASSISTANT		ADDRESS OF OTHER ASSISTANT	AGE OF OTHER ASSISTANT 18 YEARS OR OLDER <input type="checkbox"/> YES <input type="checkbox"/> NO

EXACT LOCATION OF PROPOSED DISPLAY
MT BRIGHTON 4141 Bauer Rd Brighton Mi Genoa Twp

DATE OF PROPOSED DISPLAY: **July 15th 2017**
TIME OF PROPOSED DISPLAY: **APPROX 10 PM**

MANNER AND PLACE OF STORAGE, SUBJECT TO APPROVAL OF LOCAL FIRE AUTHORITIES, IN ACCORDANCE WITH NFPA 1123, 1124 & 1126 AND OTHER STATE OR FEDERAL REGULATIONS. PROVIDE PROOF OF PROPER LICENSING OR PERMITTING BY STATE OR FEDERAL GOVERNMENT
Rkm Fireworks Storage Bunker Edwards Berg Mi

AMOUNT OF BOND OR INSURANCE (TO BE SET BY LOCAL GOVERNMENT): **1,000,000**
NAME OF BONDING CORPORATION OR INSURANCE COMPANY: **ALLIED SPECIALITY INS INC.**

ADDRESS OF BONDING CORPORATION OR INSURANCE COMPANY:
10451 GOLF BLVD. TREASURE ISLAND FL 33706-4814

NUMBER OF FIREWORKS	KIND OF FIREWORKS TO BE DISPLAYED (Please provide additional pages as needed)
72	3"
36	4"
24	5"
12	6"
15	MULTI shot cakes

SIGNATURE OF APPLICANT: **Calvin Heckman**
DATE: **5/9/2017**



U.S. Department of Justice
Bureau of Alcohol, Tobacco, Firearms and Explosives
Federal Explosives Licensing Center
244 Needy Road
Martinsburg, West Virginia 25405

901090: CRR/FLS
5400
File Number: 4MI00995

12/04/2015

SUBJECT: EMPLOYEE POSSESSOR LETTER OF CLEARANCE for:

CALVIN HECKMAN

SHOOTER AND OPERATOR
(810)227-6307

4268 CLIFFORD RD
BRIGHTON, MI 48116

and is ONLY valid under the following federal explosives license/permit:

KM FIREWORKS CO
27883 MAY ST
EDWARDSBURG, MI 49112
1972

Dear CALVIN HECKMAN:

You have been approved to transport, ship, receive or possess explosive materials as an employee possessor under the Federal explosive license or permit indicated above. This clearance is only valid under the license or permit referenced above.

Sincerely,

Christopher R. Reeves

Christopher R. Reeves
Chief, Federal Explosives Licensing Center (FELC)

FELC Customer Service. If you believe that information on your "Letter of Clearance" is incorrect, please return a COPY of the letter to the Chief, Federal Explosives Licensing Center (FELC), with a statement showing the nature of the error. The Chief, FELC, shall correct the error, and return an amended letter to you.

Mail: ATF
Chief, FELC
Attn.: LOC Correction
244 Needy Road
Martinsburg, West Virginia 25405

Fax: 1-304-616-4401
Chief, FELC
Attn.: LOC Correction

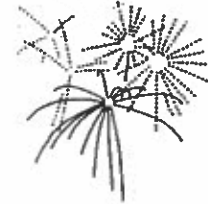
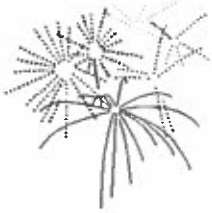
Call toll-free: 1-877-283-3352

WWW.ATF.GOV

CALVIN HECKMAN

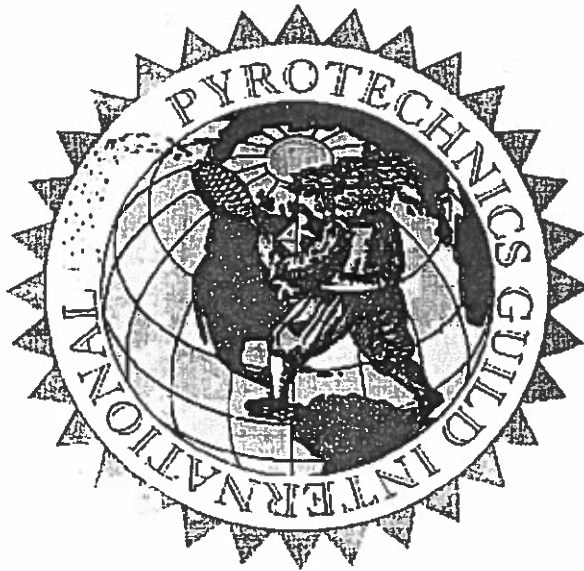
Employee Possessor Letter of Clearance for:

THE PYROTECHNICS GUILD INTERNATIONAL, INC.



Certifies That

CALVIN HECKMAN, JR.



Has successfully completed the PGII Display
Fireworks Operator Certification and Safety Program,
requiring attendance at lectures and demonstrations, a
passing score on a written examination, and
documented display fireworks shooting experience.

Performance by the holder of this certificate is beyond
the control of the PGII. This organization makes no
warranty as to the holder's future performance.

John R. Steinberg
John R. Steinberg, PGII Course Administrator

21 November 2015

Date



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/04/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).


PRODUCER Allied Specialty Insurance, Inc. 10451 Gulf Blvd Treasure Island, FL 33706-4814	CONTACT NAME: Michelle Kugler
	PHONE (A/C No. Ext): 727-547-3070 FAX (A/C No.): 727-367-5695 E-MAIL ADDRESS: mkugler@alliedspecialty.com
INSURED RKM FIREWORKS COMPANY & ST. EVANS, INC. 27383 MAY STREET EDWARDSBURG MI 49112	INSURER(S) AFFORDING COVERAGE
	INSURER A: T.H.E. Insurance Company NAIC # 12868
	INSURER B:
	INSURER C:
	INSURER D:
	INSURER E:

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:		CPP0105870-00	10/08/2016	10/08/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ N/A PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 10,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY		CPP0105870-00	10/08/2016	10/08/2017	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$		ELP0012342-00 GL	10/08/2016	10/08/2017	EACH OCCURRENCE \$ 9,000,000 AGGREGATE \$ 9,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	WCP0005334-001 Coverage is afforded in the State(s) of: IL, IN, MI & WI	11/01/2016	11/01/2017	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Excess VL		ELP0012341-00	10/08/2016	10/08/2017	Each Occurrence \$4,000,000 Aggregate Limit \$4,000,000

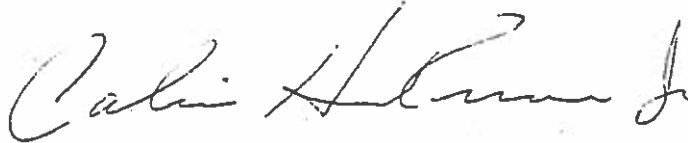
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Display Date: 07/15 Rain Date: 07/16 Location: Mt. Brighton Skl Area, 4141 Bauer Road, Brighton, MI 48116
 RE: General Liability, the following are named as additional insured in respects to the negligence of the named insured: Brighton Alumni Association

CERTIFICATE HOLDER Brighton Alumni Association 7878 Brighton Road Brighton, MI 48116 Cert 177	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

To whom it may concern;

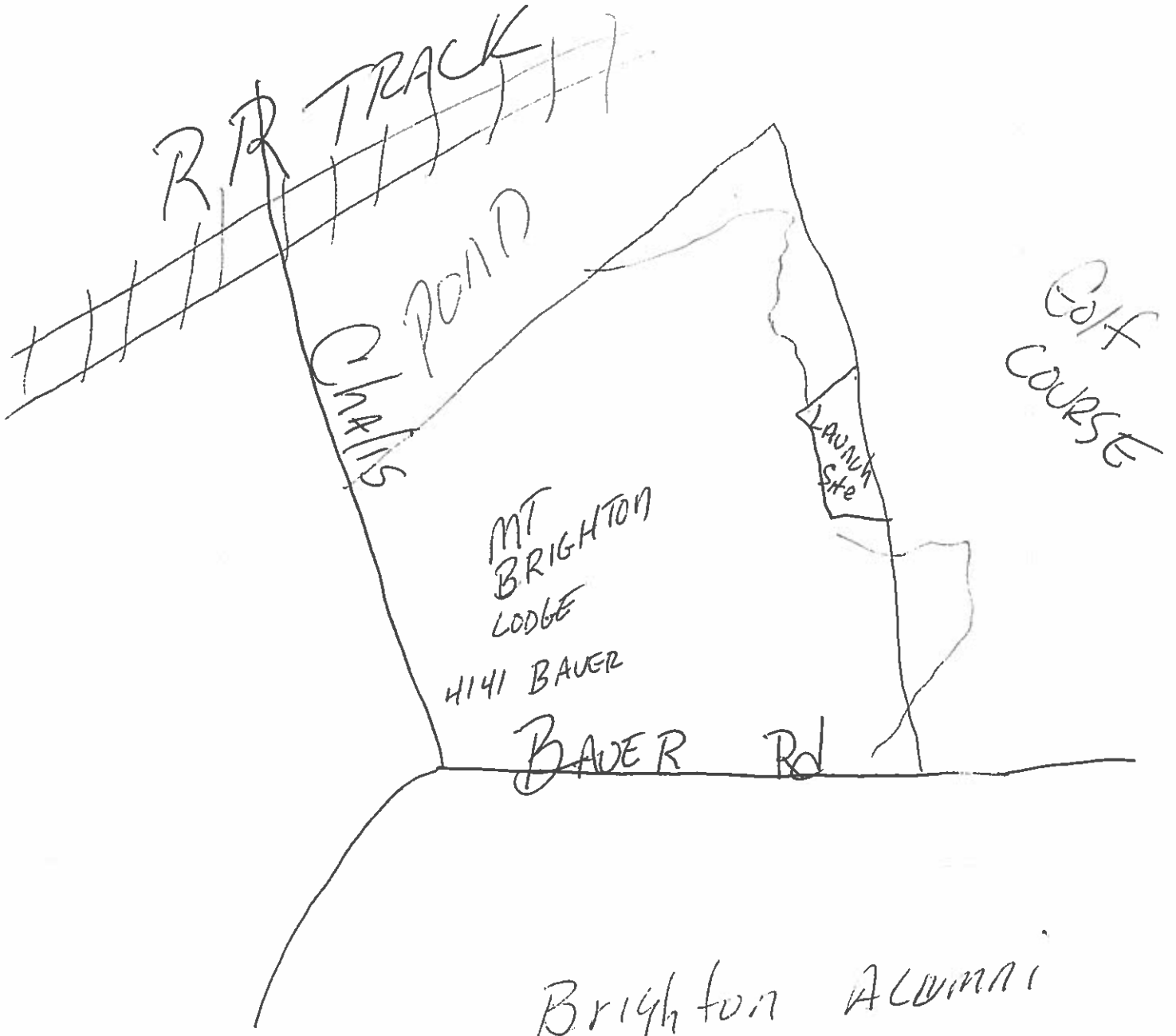
This is a contingency letter for any and all fireworks at the show that do not get used or do not fire for any reason will be transported back to back to the registered bunker they were picked up from RKM fireworks in Edwardsburg Mi.

Sincerely

A handwritten signature in cursive script, appearing to read "Calvin Heckman Jr.", written in black ink.

Calvin Heckman Jr

Site MAP



Brighton Alumni
 SITE MAP
 2017



**ACE
PYRO, LLC**

To Board 6/5/15.

Mr. Gary McCririe

10 May 2017

Township Supervisor

Genoa Township

2911 Dorr Road

Brighton, MI 48116

Dear Mr. McCririe:

This letter serves as our request for a display permit for the annual 4th of July celebration Fireworks for the Oak Point Country Club. We are honored to be a part of their event, and have attached all required documents required by your office.

Looking forward to another exciting event, and we hope to see you there !

Thanks,

Michael Freeland PGI/CS

Vice President, Marketing

ACE PYRO, LLC



Mr. Gary McCririe
Township Supervisor
Genoa Township
2911 Dorr Road
Brighton, MI 48116

10 May 2017

Dear Mr. McCririe:

Per the requirements of Genoa Township's Permit process and BFS-999 Fireworks Display Permit application, This letter serves to notify that any and all 1.3g Fireworks not used, surplus, Faulty for return ("Dud") or otherwise unusable 1.3g product will not be kept at the proposed Display site set forth in our attached application packet. No onsite storage will take place; 1.3g Fireworks will be shipped directly from out ATF Approved Type 4 Magazine(s), set up at the Display site, and used. Any and all unused product will return to said magazine(s) directly.

Sincerely,

Michael Freeland PG/CS
Vice President, Marketing
ACE Pyro, LLC

2017 Application for Fireworks Other Than Consumer or Low Impact

FOR USE BY LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD ONLY
DATE PERMIT(S) EXPIRE:

Authority: 2011 PA 256
The LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this Legislative Body of City, Village or Township Board.

TYPE OF PERMIT(S) (Select all applicable boxes)

Agricultural or Wildlife Fireworks Articles Pyrotechnic Display Fireworks

Public Display Private Display

Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes

NAME OF APPLICANT: MICHAEL FREELAND / ACE PYRO, LLC ADDRESS OF APPLICANT: 975 WARRIOR, MILFORD, MI 48381 AGE OF APPLICANT 18 YEARS OR OLDER: YES NO

NAME OF PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER: N/A ADDRESS PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER: N/A

IF A NON-RESIDENT APPLICANT (LIST NAME OF MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT): N/A ADDRESS (MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT): N/A TELEPHONE NUMBER: N/A

NAME OF PYROTECHNIC OPERATOR: MICHAEL FREELAND ADDRESS OF PYROTECHNIC OPERATOR: AGE OF PYROTECHNIC OPERATOR 18 YEARS OR OLDER: YES NO 56

NO. YEARS EXPERIENCE: 23 NO. DISPLAYS: 200+ WHERE: MI, OH, WY, IA, ND, WI AND 20+ DISPLAYS / YEAR IN OAKLAND CO.

NAME OF ASSISTANT: JOSH McANINCH ADDRESS OF ASSISTANT: HARPER WOODS 20237 EUGENIA MI, 48225 AGE OF ASSISTANT 18 YEARS OR OLDER: YES NO 33

NAME OF OTHER ASSISTANT: CHRIS RENEHA ADDRESS OF OTHER ASSISTANT: 1231 HAWTHORNE ST. GROSSE POINTS WOODS, MI 48236 AGE OF OTHER ASSISTANT 18 YEARS OR OLDER: YES NO 31

EXACT LOCATION OF PROPOSED DISPLAY: FROM FLOATING PLATFORM(S) IN WEST CROOKED LAKE, BRIGHTON, MI GPS: 42°53'06.4, -83° 8'57.66

DATE OF PROPOSED DISPLAY: 03 JULY 2017, RAIN DATE 04 JULY 2017 TIME OF PROPOSED DISPLAY: 2205 HRS EST TO 2230 HRS EST

MANNER AND PLACE OF STORAGE, SUBJECT TO APPROVAL OF LOCAL FIRE AUTHORITIES, IN ACCORDANCE WITH NFPA 1123, 1124 & 1128 AND OTHER STATE OR FEDERAL REGULATIONS. PROVIDE PROOF OF PROPER LICENSING OR PERMITTING BY STATE OR FEDERAL GOVERNMENT
NO ONSITE STORAGE - DIRECT SHIPMENT TO SITE FROM OUR TYPE III ATF APPROVED MAGAZINE(S)

AMOUNT OF BOND OR INSURANCE (TO BE SET BY LOCAL GOVERNMENT): \$10,000,000.00 TEN MILLION DOLLARS NAME OF BONDING CORPORATION OR INSURANCE COMPANY: THE PARTNERS GROUP, LTD.

ADDRESS OF BONDING CORPORATION OR INSURANCE COMPANY: 11225 S.E. 6TH ST., SUITE #110, BELLEVUE, WA 98004

NUMBER OF FIREWORKS	KIND OF FIREWORKS TO BE DISPLAYED (Please provide additional pages as needed)
120+	2.5" AERIAL SHELLS
144+	3.0" AERIAL SHELLS
72+	4.0" AERIAL SHELLS
36+	5.0" AERIAL SHELLS
6+	1.5" 1.3g MULTI-TUBE "CAKE" ITEMS
2	1" 1.3g MULTI-TUBE "CAKE" ITEMS
→ NOTHING FOLLOWS ←	

SIGNATURE OF APPLICANT:  DATE: 10 MAY 2017



U.S. Department of Justice
Bureau of Alcohol, Tobacco, Firearms and Explosives
Federal Explosives Licensing Center
244 Needy Road
Martinsburg, West Virginia 25405

901090: CRR/FLS
5400
File Number: 4MI12625

09/18/2014

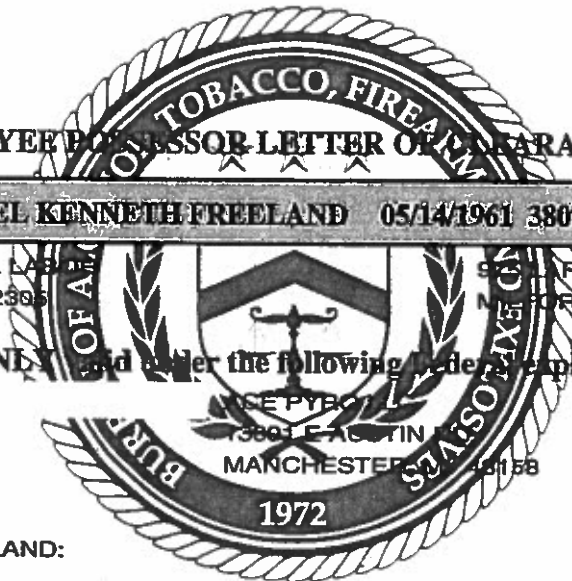
SUBJECT: EMPLOYEE POSSESSOR LETTER OF CLEARANCE for:

MICHAEL KENNETH FREELAND 05/14/1961 380743733

GENERAL LABORER
(248)676-2395

925 FIVE LANE
MIFORD, MI 48381

and is ONLY valid under the following Federal Explosives license/permit:



Dear MICHAEL FREELAND:

You have been approved to transport, ship, receive or possess explosive materials as an employee possessor under the Federal explosive license or permit indicated above. This clearance is only valid under the license or permit referenced above.

Sincerely,

Christopher R. Reeves

Christopher R. Reeves
Chief, Federal Explosives Licensing Center (FELC)

FELC Customer Service. If you believe that information on your "Letter of Clearance" is incorrect, please return a COPY of the letter to the Chief, Federal Explosives Licensing Center (FELC), with a statement showing the nature of the error. The Chief, FELC, shall correct the error, and return an amended letter to you.

Mail: ATF
Chief, FELC
Attn.: LOC Correction
244 Needy Road
Martinsburg, West Virginia 25405

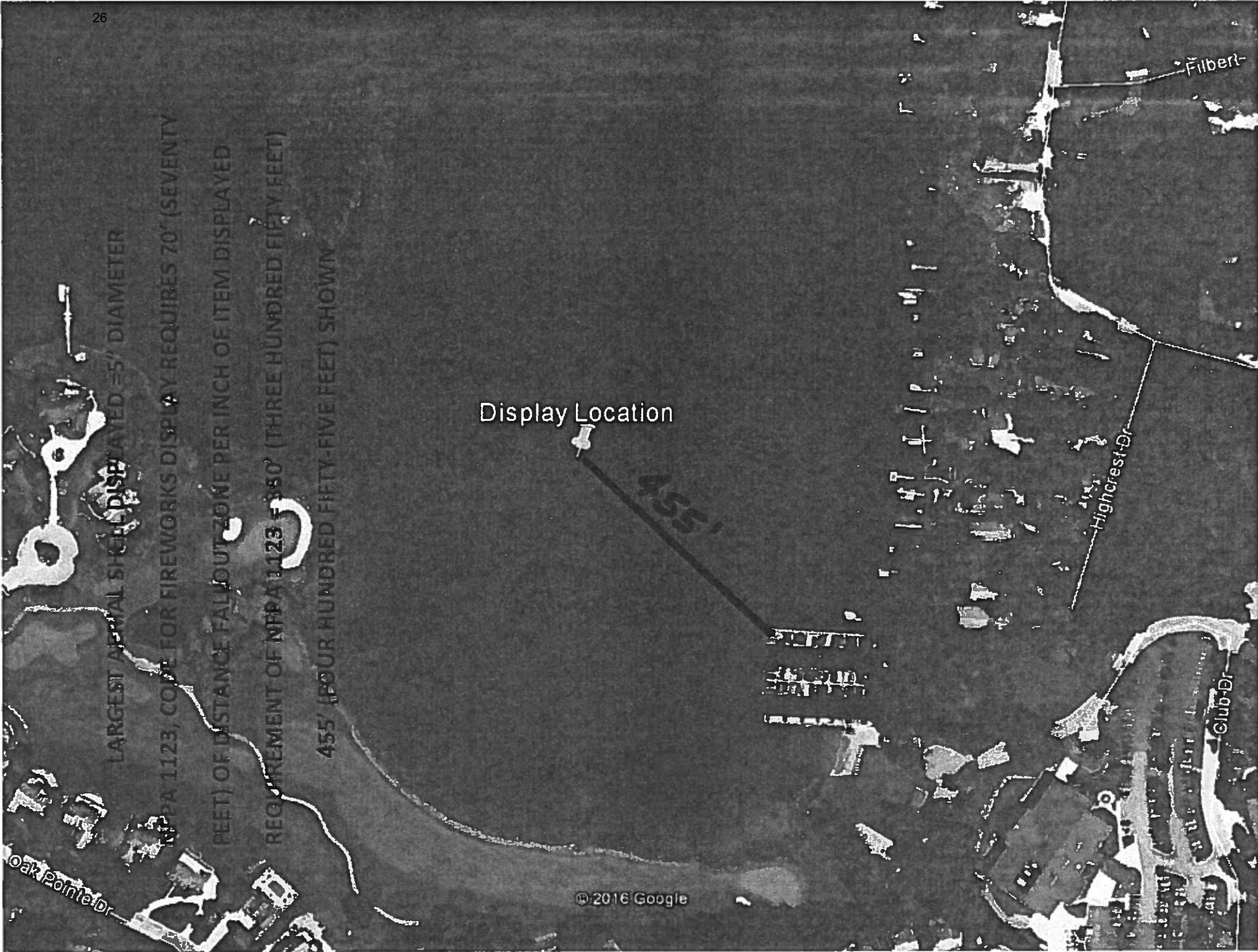
Fax: 1-304-616-4401
Chief, FELC
Attn.: LOC Correction

Call toll-free: 1-877-283-3352

WWW.ATF.GOV

MICHAEL KENNETH FREELAND

Employee Possessor Letter of Clearance for:



LARGEST AERIAL SHELL DISPLAYED = 5' DIAMETER

NFPA 1123, CODE FOR FIREWORKS DISPLAY REQUIRES 70' (SEVENTY FEET) OF DISTANCE FALLOUT ZONE PER INCH OF ITEM DISPLAYED

REQUIREMENT OF NFPA 1123 = 360' (THREE HUNDRED FIFTY FEET)

455' (FOUR HUNDRED FIFTY-FIVE FEET) SHOWN

Display Location

455'

Instructions for Application for Fireworks Other Than Consumer or Low Impact

Applications shall be submitted to the legislative body of a city, village or township board. A permit may be issued as a result of official action by the legislative body. A permit shall be valid only for use within the limits of the jurisdiction of the legislative body of a city, village or township board.

1. **Type of Permit** – check all boxes that may apply to the type of permit needed. You may select several permit types depending on your fireworks display. You may check with your legislative body of a city, village or township board for assistance when making your selection. Please review the following definitions to determine which type of permit to select:
 - **Agricultural or Wildlife Fireworks** – devices distributed to farmers, ranchers, and growers through a wildlife management program administered by the US Department of Interior or Michigan DNR.
 - **Articles Pyrotechnic** – 1.4G fireworks for professional use only that is classified as UN0431 or UN0432.
 - **Display Fireworks** – 1.3G fireworks for professional use only
 - **Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes** – devices with a combination of chemical elements or compounds capable of burning independently of the oxygen of the atmosphere and designed and intended to produce an audible, visual, mechanical or thermal effect for pest or animal control.
 - **Public Display** – a fireworks display that is open to all persons for viewing.
 - **Private Display** – a fireworks display that is not open to the general public for viewing.
2. **Name of applicant** – list the name of the applicant. The applicant may be a person representing an organization, group, firm or corporation, or self. If the applicant is also the operator, enter the same name in the operator's section.
3. **Address of applicant** – complete the address of the applicant; include the street address, city, state and zip code.
4. **Name of person or resident agent representing corporation, LLC, DBA or other** – list the name of the person or resident agent that represents the corporation, LLC, DBA or other.
5. **Address of person or resident agent that represents the corporation, LLC, DBA or other** – list the address of the person or resident agent representing the corporation, LLC, DBA or other.
6. **Non-resident applicant** – list the name of the non-resident applicant. A non-resident applicant shall appoint a Michigan attorney or Michigan resident agent in writing to be the applicant's legal representative upon whom all service of process in any action or proceeding may be served.
7. **Name of pyrotechnic operator** – list the name of the pyrotechnic operator. The pyrotechnic operator is the person in charge of the display. The legislative body of a city, village or township board shall rule on the competency and qualifications of the operator before granting a permit and may require an affidavit from the applicant as to the operator's experience, former pyrotechnic accidents, criminal record, sobriety, etc.
8. **Address of pyrotechnic operator** – list the address of the pyrotechnic operator; include the street address, city, state and zip code.
9. **Age of the pyrotechnic operator** – list the age of the pyrotechnic operator; the operator must be 18 years of age or older.
10. **Name of assistant** – list the name of the assistant to the pyrotechnic operator;
11. **Address of assistant** – list the address of the assistant; include the street address, city, state and zip code. If there is more than one assistant, please list additional assistants on a separate sheet and include the address and age of those additional assistants.
12. **Age of assistant** – list the age of the assistant to the pyrotechnic operator; the assistant must be 18 years or older.
13. **Name of other assistant** – list the name of other assistant to the pyrotechnic operator.
14. **Age of other assistant** – list the age of the assistant to the pyrotechnic operator; the assistant must be 18 years or older.
15. **Exact location of proposed display** – list the address of the exact location of the proposed fireworks display.
16. **Date of proposed display** – indicate the date of the proposed fireworks display; only one display date can be used per application.
17. **Time of proposed display** – indicate the time of the proposed fireworks display.
18. **Manner and place of storage** - indicate the manner and place of storage within the legislative body of a city, village or township board of fireworks that are ready for display, just prior to the display in the area of exhibition. The legislative body of a city, village or township board shall obtain approval from the local fire authorities of the manner and place of storage before any permit is issued.

19. Amount of bond or insurance - the issuing legislative body of a city, village or township board shall set the amount of and proof of bond or insurance for the protection of the public to satisfy claims for damages to property or personal injuries arising out of any act or omission on the part of the person, firm or corporation, or any agent or employee of the applicant. The applicant shall assure the bond or insurance required is provided.
20. Name of bonding corporation or insurance company – provide the name of the bonding corporation or insurance company for which the bond was issued through.
21. Address of bonding corporation or insurance company – list the address of the bonding corporation or insurance company; include the street address, city, state and zip code.
22. Number of fireworks and kind of fireworks to be displayed– indicate the total amount of fireworks proposed for the display or use and a description of the type of fireworks for display; such as 10 aerial bombs, 30 aerial rocket bursts, etc.
23. The application is valid for the calendar year in which the application was received and permit was issued.
24. Permit fees shall be established by the legislative body of a city, village or township board and shall be submitted to and retained by legislative body of a city, village or township board.
25. Permitting will be in compliance with the Michigan Fireworks Safety Act, PA 256 of 2011, MCL 28.466, Section 16.
26. **Mail the application to the legislative body of a city, village or township board within the location jurisdiction of the display. DO NOT mail the application to the Bureau of Fire Services (BFS). If mailed to the BFS, it will be returned to the sender.**

Display Product	Case Quantity	Total
600 Shot Sky Painter		1
50 shot 2" finale multi color		1
50 shot 2" finale tit salute		1
Charlie special		1
132 shot flower pistils		1
49 shot red light...		1
130 shot Golden Waterfall		1
250 shot Gold Crossette V cake		1
Celebration of Devine Land		1
66 Shot Armageddon (1.75")		1
200 shot crackling tail to blaster		1
Sky Angel		1
31 shot Silver strobing snow		1
100 shot century party		1
25 Shot 3" Peanut		2
24 shot ring shells		1
1.75 Salute, Tit ball		1
30 Shot 2" Jubilee		1
49 Shot Homeland		1
66 shot stroll blue		1
90 shot color head		1
100 shot silver spinner		1
100 shot assorted variety color		1
100 Shot willow & dahlia		1
31 shot 2.25" gorgeous start		1
48 shot red flames on water		1
48 shot new color on water		1

Total cake count:

28

72 quantity	3" shells	72	1	72
36 quantity	4" shells	36	1	36
18 quantity	5" shells	18	1	18
9 quantity	6" shells	9	2	18
	4" LBS lamp	1	2	2
F	3" Gold willow chain	12	8	96
I	3" Brocade Crown			
N	chain	12	8	96
A	3" RWB alternating			
L	falling leaves chain	12	8	96
E	3" Tit salute chain	12	12	144
	5" LBS Salute	1	2	2
Total shell count:				580



Headquarters
 200 S. Crown Street
 Westland, MI 48186
 Main
 (865) 314-6347
 Web
 www.superiorpyro.com

THIS CONTRACT (this "Contract") is made this _____ day of _____, 2017 by and between Mark Popovich, DBA "Superior Pyro", and Chris Bonk ("Sponsor"), with its principal place of business located in _____.

WHEREAS, Superior Pyro is desirous of providing Sponsor with a fireworks exhibition and display for Sponsor's benefit under such terms and conditions as provided herein, and thereby, the parties agree as follows:

1. Fireworks Display.

Superior Pyro shall sell, furnish and deliver to Sponsor certain fireworks which Superior Pyro agrees to exhibit and display on July 1, 2017 @ 9:30 PM. In accordance with the program set forth and agreed upon at the time of the signing of this Contract, the specifics of which are set forth in the "Fireworks Exhibition and Display Program" attached hereto and incorporated herein by reference thereto (the "Fireworks Display").

2. Payment Schedule.

For and in consideration of the Fireworks Display, Sponsor agrees to pay Superior Pyro the sum of \$13,130 (the "Contract Price") paid as follows: a. 50% of the Contract Price due upon the signing of this Contract; b. the balance of the Contract Price due within five (5) days of completion of the Fireworks Display.

Sponsor agrees to pay interest at the rate of 50% per month on any delinquent balance of the Contract Price until paid in full. Payment shall be made by certified check or otherwise as agreed by Superior Pyro to: *Superior Pyro at 200 S. Crown St., Westland, MI 48186*. Furthermore, in the event Sponsor fails to perform its obligations and responsibilities as set forth herein and it becomes necessary for Superior Pyro to enforce its rights by hiring an attorney, Sponsor shall be responsible for all attorneys' fees and costs incurred by Superior Pyro to collect said sums.

3. Display Responsibilities.

Superior Pyro and Sponsor will collaborate in the performance of all tasks relating to the Fireworks Display. These tasks include, but are not limited to, (i) procuring and furnishing a place suitable for the Fireworks Display (the "Display Site"), (ii) applying for, obtaining and securing all permits, licenses and approvals required by all applicable local, state and federal laws and regulations as well as those required by any local police and fire departments for the Fireworks Display (collectively, the "Required Approvals"),

(iii) providing adequate private and/or public security, police and fire protection, (iv) securing an acceptable location with private and/or public security personnel to park the Superior Pyro fireworks truck(s) overnight (or for such longer or shorter period as Superior Pyro may reasonably require in order to effectively provide the Fireworks Display), (v) securing adequate protection to preclude all individuals, other than those authorized by Superior Pyro, from entering the security area designated by Superior Pyro, (vi) keeping unauthorized persons or personal or real property of any kind, including, without limitation, motor vehicles, outside of the Display Site, fallout area or safe zone. Superior Pyro and Sponsor shall fulfill their responsibilities as set forth herein in accordance with all local, state and federal rules, laws, orders and regulations, including those of the National Fire Protection Association (NFPA).

4. Indemnification and Limitation of Liability.

Sponsor shall indemnify, defend and hold Superior Pyro and its shareholders, directors, officers, employees, agents, representatives and insurers harmless from any and all demands, claims, causes of action, judgments or liability (including, without limitation, the costs of suit and reasonable costs of experts and attorneys) arising from damage to or destruction of property (including, without limitation, real and personal) or bodily or personal injuries (including, without limitation, death), whether arising from tort, contract or otherwise, that occur directly or indirectly from (a) the gross negligence or willful misconduct of Sponsor or its employees, agents, contractors or representatives, or (b) the failure of Sponsor to comply with its obligations and responsibilities as set forth herein. Superior Pyro shall indemnify, defend and hold Sponsor harmless from any and all demands, claims, causes of action, judgments or liability (including, without limitation, the costs of suit and reasonable costs of experts and attorneys) arising from damage to or destruction of property (including, without limitation, real and personal) or bodily or personal injuries (including, without limitation, death), whether arising from tort, contract or otherwise, that occur directly or indirectly from the gross negligence or willful misconduct of Superior Pyro or its employees, agents, contractors or representatives. Sponsor shall not under any circumstances be entitled to recover any consequential, incidental, exemplary, special and/or punitive damages from Superior Pyro, including, without limitation, loss of income, business or profits.



5. Postponement.

In the event that weather is such that Superior Pyro, in its sole and absolute discretion, determines that the Fireworks Display would be impossible, impractical or would unnecessarily increase the risk of damage or danger to person and/or property, the parties agree to immediately hold a postponement meeting at which time an attempt to reschedule the Fireworks Display shall be discussed with a view toward reaching a mutually satisfactory postponement time and/or date. In the event the mutually satisfactory postponement time and/or date is beyond the day following the scheduled Fireworks Display and it is impracticable for the personnel and equipment of Superior Pyro to remain at Sponsor's location until the rescheduled Fireworks Display date, then Sponsor shall pay the actual expenses incurred by Superior Pyro related to the postponement, which shall not exceed forty percent (40%) of the Contract Price. Actual expenses include, but are not limited to, expenses for travel, lodging, labor, meals, rentals, permit fees, set-up and/or dismantling of display, additional taxes or surcharges, or any other additional expenses that incurred prior to and/or as a result of the postponement or cancellation.

6. Cancellation.

If (i) Sponsor cancels this Contract for any reason, or (ii) Superior Pyro is unable to timely complete all tasks relating to the Fireworks Display in accordance with this Contract with the assistance of Sponsor and cancels this Contract despite both parties' best efforts, liquidated damages for such cancellation shall be paid by Sponsor to Superior Pyro as follows: a. In the event the Fireworks Display is cancelled more than thirty (30) days before the date scheduled for the Fireworks Display, twenty-five percent (25%) of the amount of the Contract Price; b. In the event the Fireworks Display is cancelled no more than thirty (30) days and no less than four (4) days before the Contract, fifty percent (50%) of the Contract Price; c. If the Fireworks Display is cancelled no more than three (3) days but before the day scheduled for the Fireworks Display, seventy-five percent (75%) of the Contract Price; or d. On the day scheduled for the Fireworks Display, one hundred percent (100%) of the Contract Price.

In the event that Sponsor chooses to terminate this Contract, it shall do so by written notice via certified mail addressed to: *Superior Pyro, 200 S. Crown St., Westland, MI 48186*. Notice shall be effective upon receipt of said written notice by Superior Pyro. Except as provided in Section 5 above with respect to weather postponement, in the event of circumstances beyond the control of either party, such as fire, strikes, delay, acts of God or similar causes which prevent the delivery of materials or performances as set forth herein, the parties hereto release one another from any and all obligations and responsibilities contained herein.

7. Venue.

In any action on or relating to this Contract, the parties hereto consent to the exclusive jurisdiction and venue of the state courts located in _____, Michigan and of the federal courts located in the United States District Court for the Eastern District of Michigan.

8. Legal Construction.

If any provision of this Contract is held to be illegal, invalid or otherwise unenforceable, then: (a) the same shall not affect other terms or provisions of this Contract; and (b) such term or provision shall be deemed modified to the extent necessary to render such term or provision enforceable and the rights and obligations of the parties shall be construed and enforced accordingly, preserving to the fullest extent the intent and agreements of the parties set forth herein.

9. Assumptions and Conditions

- i. Adequate space and capability on 4 barges to support 56 racks and 30 large 1.3g display firework cakes
- ii. Customer will provide dumpster (or disposal process) for spent cakes after show
- iii. Superior Pyro will provide: Crew, liability insurance, display fireworks product, racks/mortars and electronic firing system
- iv. Customer will partner with Superior Pyro to obtain permit from city/township as noted in section 3 of this contract
- v. Product listed in "Fireworks Exhibition and Display Program" is subject to substitution in the event of non-availability

ADDITIONAL INSURED – FIREWORKS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

The policy is amended to include as an additional insured:

1. The fair or exhibition association, sponsoring organization or committee for the fireworks event covered under the policy;
2. The owner or lessee of any premises used by the Named Insured for the covered fireworks events;
3. The public authority municipality granting a permit to the Named Insured to operate the covered fireworks event; and
4. Any independent contractor who operates the fireworks display on behalf of the Named Insured;

but only as respects accidents arising out of the negligence of you or your employees while acting in the course and scope of their employment.

All other terms and conditions of the policy remain unchanged.

Wolverine Fireworks Display Inc.

www.wolverinefireworks.com

Phone 989-862-0121

Fax

989-862-0122

REQUIRED DIAGRAM AND FIRING SITE INFORMATION (DRAWING REQUIRED)

* 1 of 2 *

Dear Customer:

Our Goal is to provide you with the BEST "BANG" for your budget under the safest conditions. In this regard, we ask that you supply us with a diagram of the display site. * The diagram must show the distances from the discharge site ** to the spectators, parking areas, and any buildings.

Below is a check list for you to follow while you are making the diagram. If an item is not applicable to your site, please insert "N/A".

ALL DISTANCES ARE IN FEET FROM THE DISCHARGE SITE TO THE FOLLOWING AREAS:

- | | | |
|--|-------------|------|
| 1) Closest spectator area | <u>800</u> | FEET |
| 2) Parking areas | <u>850</u> | FEET |
| 3) Occupied Buildings: Residents etc, | <u>1000</u> | FEET |
| 4) Public Buildings: (Schools, Churches, Hospitals
correctional Facilities, Etc. | <u>N/A</u> | FEET |
| 5) Fuel Pumps/ Storage, Explosives/Toxic Material
Gasoline Stations, Refineries, Etc. | <u>N/A</u> | FEET |
| 6) Temporary Event Set-ups: Tents, Carnival Rides,
Concession Stands, Etc. | <u>N/A</u> | FEET |
| 7) Highways, Roads, Streets, Active Railroads | <u>950</u> | FEET |
| 8) Overhead Obstructions: Electrical Lines, Lights,
Trees. | <u>950</u> | FEET |

Maximum Shell size being used in display: 6"

Show Name/Date of event: LAKE CHEMUNG, 7/1/2017

Name, Job Position and Address of Person Completing the Above Information:

MARK POPOVICH, OPERATOR
200 S. CROWN ST
WESTLAND, MI 48186

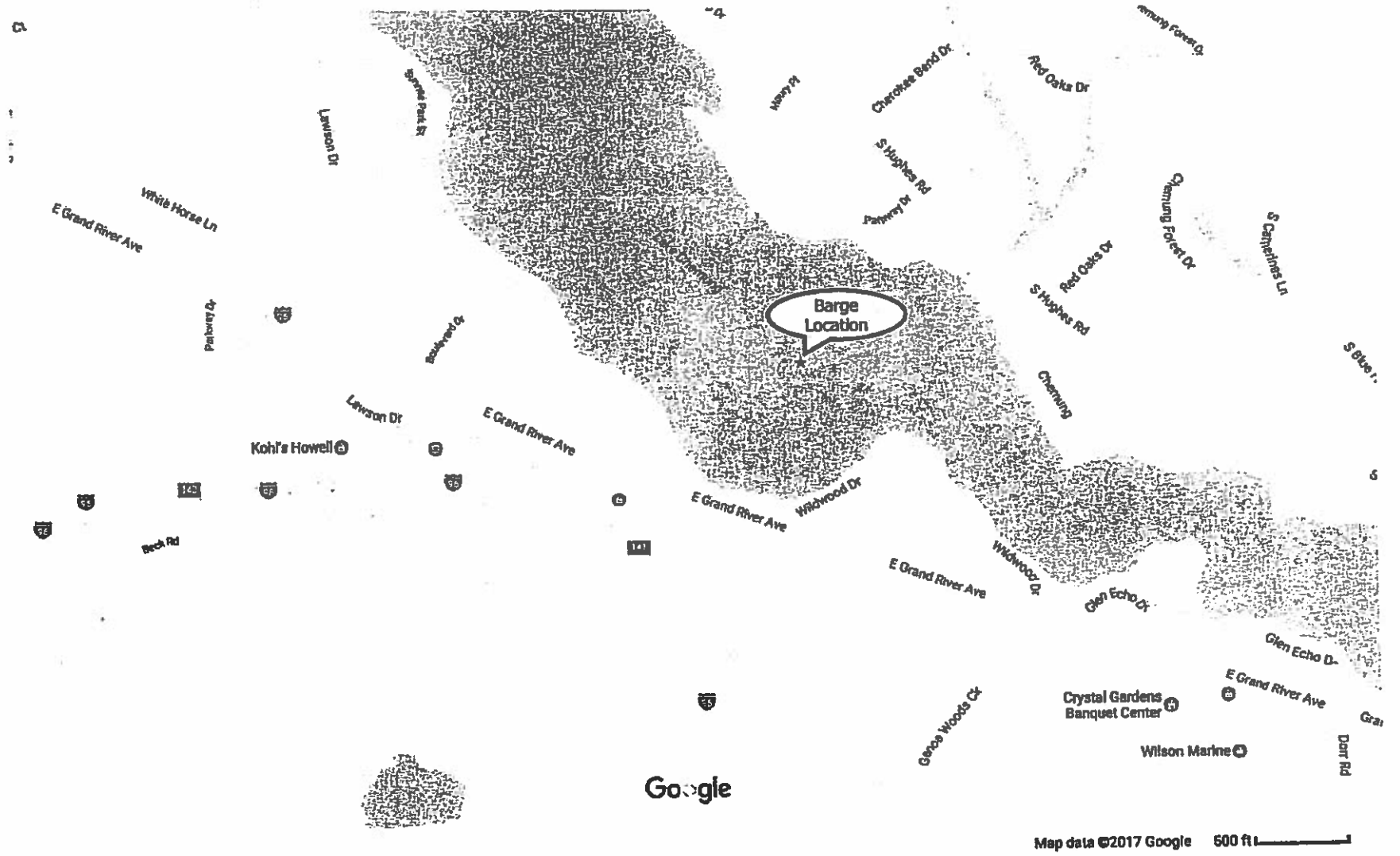
Signature Mark Popovich

Date: 4/23/2017

* NFPA 1123 defines "display site": The immediate area where a fireworks display is conducted, including the discharge site, the fall out area, and the required separation distance from mortars to spectator viewing areas, but not spectator viewing areas or vehicle parking areas.

** NFPA 1123 defines "discharge site": The area immediately surrounding the fireworks mortars used for an outdoor fireworks display.

Google Maps





Disclaimer of Insurance Deductible

DBA: SUPERIOR PYRO

1. MARK POPOVICH, 200 S. CROWN ST., WESTLAND, MI 48186 ["Company"] agrees to
 (Full name and address of Company) * Please Print*
 comply with the most recent edition of the N.F.P.A. 1123 guidelines for Fireworks Display,
 including, but not limited to its Table of Distances, in organizing and conducting a Fireworks
 Display on JULY 1, 2017 for CHRIS BANK
 Date Name of Event or Organization) * Please print *
2. Company fully recognizes, and in consideration of sale of fireworks to Company for use in the display as set forth in paragraph 1 above, agrees to be personally responsible, without off-set or deduction, for the \$5,000.00 deductible provided for in Wolverine Fireworks Display, Inc.'s policy of insurance as a result of any claim asserting any injury or property damage as a result of the manner or method in which Company undertakes the fireworks display referenced in paragraph 1 above.
3. Company shall pay to Wolverine upon Wolverine's demand any deductible amount applied and/or charged to and/or assessed against Wolverine Fireworks Display, Inc.
4. Company understands and agrees that Wolverine Fireworks Display, Inc. will not be liable for such deductible amount with respect to any claim made as referenced in paragraph 2 above. Company agrees to indemnify and save harmless Wolverine Fireworks Display, Inc. from and against any responsibility or obligation with respect to such deductible.
5. Company further acknowledges and agrees that its responsibility for such deductible is not intended to act as a waiver or limitation of any rights Wolverine Fireworks Display, Inc. may otherwise have as to Company's responsibility and/or liability for any claim of injury or property damage associated with the fireworks display reference in paragraph 1 above.

Company:

By: Mark Popovich

Its: OWNER

Date: 4/24/2017

ACKNOWLEDGED BY:
WOLVERINE FIREWORKS
DISPLAY, INC.

BY: Alvin P. Shuman

Its: V-P

Date: 4-29-2017

Federal Explosives License/Permit (18 U.S.C. Chapter 40)

REPRODUCTION OF THIS FORM IS PROHIBITED

U.S. Department of Justice
Bureau of Alcohol, Tobacco, Firearms and Explosives

In accordance with the provisions of Title XI, Organized Crime Control Act of 1970, and the regulations issued thereunder (27 CFR Part 555), you may engage in the activity specified in this license or permit within the limitations of Chapter 40, Title 18, United States Code and the regulations issued thereunder, until the expiration date shown. **THIS LICENSE IS NOT TRANSFERABLE UNDER 27 CFR 555.53.** See "WARNINGS" and "NOTICES" on reverse.

Direct ATF Correspondence To
ATF - Chief, FELC
244 Needy Road
Martinsburg, WV 25405-9431

License/Permit Number: [Redacted]

Chief, Federal Explosives Licensing Center (FELC)

Expiration Date: **June 1, 2020**

Christopher L. Keene

Name: **POPOVICH, MARK**

Premises Address (Changes? Notify the FELC at least 10 days before the move.)

**200 S CROWN STREET
WESTLAND, MI 48186**

Type of License or Permit

54-USER OF EXPLOSIVES

Purchasing Certification Statement

Mailing Address (Changes? Notify the FELC of any changes.)

The licensee or permittee named above shall use a copy of this license or permit to assist a transferee or transferee of explosives to verify the identity and the license status of the licensee or permittee as provided by 27 CFR Part 555. The signature on each copy must be an original signature. A faxed, scanned or e-mailed copy of the license or permit with a signature intended to be an original signature is acceptable. The signature must be that of the Federal Explosives Licensee (FEL) or a responsible person of the FEL. I certify that this is a true copy of a license or permit issued to the licensee or permittee named above, except for the business or operations specified above under "Type of License or Permit."

**POPOVICH, MARK
200 S CROWN STREET
WESTLAND, MI 48186**

Mark Popovich

owner

Licensee/Permittee Responsible Person Signature

Position/Title

MARK POPOVICH

4/24/2017

Printed Name

Date

ATF Form 5400-14/5400.15 Part I
Revised October 2011

Previous Edition is Obsolete POPOVICH, MARK:200 S CROWN STREET:WESTLAND MI 48186:4-23-15:04-0F-01014:June 1, 2020:54-USER OF EXPLOSIVES

Federal Explosives License (FEL) Customer Service Information

Federal Explosives Licensing Center (FELC)
244 Needy Road
Martinsburg, WV 25405-9431

Toll-free Telephone Number: (877) 283-3352
Fax Number: (304) 616-4401
E-mail: FELC@atf.gov

ATF Homepage: www.atf.gov

Change of Address (27 CFR 555.54(a)(1)). Licensees or permittees may during the term of their current license or permit remove their business or operations to a new location at which they intend regularly to carry on such business or operations. The licensee or permittee is required to give notification of the new location of the business or operations not less than 10 days prior to such removal with the Chief, Federal Explosives Licensing Center. The license or permit will be valid for the remainder of the term of the original license or permit. (The Chief, FELC, shall, if the licensee or permittee is not qualified, refer the request for amended license or permit to the Director of Industry Operations for denial in accordance with § 555.54.)

Right of Succession (27 CFR 555.59). (a) Certain persons other than the licensee or permittee may secure the right to carry on the same explosive materials business or operations at the same address shown on, and for the remainder of the term of, a current license or permit. Such persons are: (1) The surviving spouse or child, or executor, administrator, or other legal representative of a deceased licensee or permittee; and (2) A receiver or trustee in bankruptcy, or an assignee for benefit of creditors. (b) In order to secure the right provided by this section, the person or persons continuing the business or operations shall furnish the license or permit for that business or operations for endorsement of such succession to the Chief, FELC, within 30 days from the date on which the successor begins to carry on the business or operations.

(Continued on reverse side)

Cut Here ✂

Federal Explosives License/Permit (FEL) Information Card

License/Permit Name: **POPOVICH, MARK**

Business Name:

License/Permit Number: **4-MI-163-54-0F-01014**

License/Permit Type: **54-USER OF EXPLOSIVES**

Expiration: **June 1, 2020**

Please Note: Not Valid for the Sale or Other Disposition of Explosives.



WARNINGS

- As provided in Title XI of the Organized Crime Control Act of 1970 (U.S.C. § 842(i)), it is unlawful for any person who (1) is under indictment for, or has been convicted in any court of, a crime punishable by imprisonment for a term exceeding 1 year, (2) is a fugitive from justice, (3) is an unlawful user of, or addicted to any controlled substance (as defined in section 102 of the Controlled Substances Act (21 U.S.C. 802)), (4) has been adjudicated as a mental defective or has been committed to a mental institution, to ship, transport, or receive any explosive materials in interstate or foreign commerce, (5) is an alien, other than an alien who is lawfully admitted for permanent residence (as that term is defined in section 101(a)(20) of the Immigration and Naturalization Act), or meets any other exception under section 842(i)(5), (6) has been discharged from the armed forces under dishonorable conditions, or (7) having been a citizen of the United States, has renounced the citizenship of that person.
- Federal Regulation 27 CFR 555.53** - Licensees and permits issued under this part are not transferable to another person. In the event of the lease, sale, or other transfer of the business or operations covered by the license or permit, the successor must obtain the license or permit required by this part before commencing business or operations.
- Alteration or Changes to the License or Permit.** Alterations or changes in the original license or permit or in duplications thereof violates 18 U.S.C. 1001, an offense punishable by imprisonment for not more than 5 years and/or a fine of not more than \$250,000.

NOTICES

- Any change in trade name or control of this business or operations **MUST** be reported within 30 days of the change to the Chief, Federal Explosives Licensing Center (FELC), 244 Needy Road, Martinsburg, WV 25405-9431. (27 CFR 555.56-555.57). A licensee or permittee who reports a Change of Control must, upon expiration of the license or permit, file an ATF Form 5400.13/5400.16.
- Under § 555.46, Renewal of License/Permit, if a licensee or permittee intends to continue the business or operations described on a license or permit issued under this part during any portion of the ensuing year, the licensee or permittee shall, unless otherwise notified in writing by the Chief, FELC, execute and file with ATF prior to the expiration of the license or permit an application for a license or permit renewal, ATF Form 5400.14/5400.15 Part III, in accordance with the instructions on the form, and the required fee. In the event the licensee or permittee does not timely file an ATF Form 5400.14/5400.15 Part III, the licensee or permittee must file an ATF Form 5400.13/5400.16 as required by § 555.45, and obtain the required license or permit before continuing business or operations. A renewal application will automatically be mailed by ATF to the "mailing address" on the license or permit approximately 60 days prior to the expiration date of the license or permit. If the application is not received 30 days prior to the expiration date, the licensee or permittee should contact the FELC.
Note: The user-limited permits are not renewable.

- This license or permit is conditional upon compliance by you with the Clean Water Act (33 U.S.C. § 1341(a)).
- THIS LICENSE OR PERMIT MUST BE POSTED AND KEPT AVAILABLE FOR INSPECTION (27 CFR 555.101).**

ATF Form 5400.14/5400.15 Part I
Revised October 2011

Federal Explosives License (FEL) Customer Service Information
(Continued from front)

Discontinuance of Business (27 CFR 555.61)(27 CFR 555.128). Where an explosives materials business or operations is succeeded by a new licensee or permittee, the records prescribed by this subpart shall appropriately reflect such facts and shall be delivered to the successor, or may be, within 30 days following business discontinuance, delivered to the ATF Out-of-Business Records Center, 244 Needy Road, Martinsburg, WV 25405, or to any ATF office in the division in which the business was located. Where discontinuance of the business is absolute, the records shall be delivered within 30 days following the business discontinuance to the ATF Out-of-Business Records Center, 244 Needy Road, Martinsburg, WV 25405, or to any ATF office in the division in which the business was located.

Explosive materials must be stored in conformance with requirements set forth in 27 CFR, Part 55. It is unlawful for any person to store any explosive materials in a manner not in conformity with these regulations.

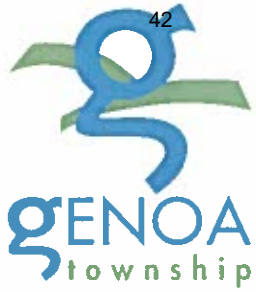
**TO REPORT LOST OR STOLEN EXPLOSIVES, YOU MUST IMMEDIATELY NOTIFY ATF:
CALL TOLL FREE - (888) ATF-BOMB**

✂ Cut Here

Federal Explosives Licensing Center (FELC) Toll-free number: (877) 283-3352
244 Needy Road Fax number: (304) 616-4401
Martinsburg, WV 25405-9431 E-mail: FELC@atf.gov

ATF Hotline Numbers

Arson Hotline: 1-888-ATF-FIRE (1-888-283-3473)
Bomb Hotline: 1-888-ATF-BOMB (1-888-283-2662)
Report Illegal Firearms Activity: 1-800-ATF-GUNS (1-800-283-4867)
Firearms Theft Hotline: 1-888-930-9275
Report Stolen, Hijacked or Seized Cigarettes: 1-800-659-6242
Other Criminal Activity: 1-888-ATF-TIPS (1-888-283-8477)



2911 Dorr Road
Brighton, MI 48116
810.227.5225
810.227.3420 fax
genoa.org

MEMORANDUM

TO: Honorable Board of Trustees
FROM: Adam VanTassell
DATE: June 5, 2017
RE: Proposed Township Hall and BAFA Station 34 roof repairs

Manager's Review:

The Township Hall roof has sustained some damage from recent weather events as well as normal wear and tear over the years. Station #34 on Dorr Road has also sustained minor roof damage. CEI has offered the following proposal to make repairs to both buildings.

Recommended Motion

Moved by _____, Supported by _____ to approve the proposal from CEI for the repairs for \$2950.00

SUPERVISOR

Bill Rogers

CLERK

Paulette A. Skolarus

TREASURER

Robin L. Hunt

TRUSTEES

Jean W. Ledford

H. James Mortensen

Terry Croft

Diana Lowe

MANAGER

Michael C. Archinal



Genoa Twp. Building
2911 Dorr Road
Brighton, MI 48116

Genoa Twp. Fire Station
2755 Dorr Road
Brighton, MI

Opp/Job ID 683805

Section: Section 1
Size: 7,068 Sq/Ft

Serviceman

Proposal Date: 05/30/2017



Please check next to the deficiencies you authorize for repair, then total, sign, and date where indicated

Deficiencies

1



Missing or Damaged Counter Flashing (Emergency) - 05/17/2017
Quantity: 60 LF

Deficiency: The existing fascia metal has been damaged or is missing.

Corrective Action: Will need a JLG lift to repair loose fascia boards, install approximately 60' of fascia metal and refasten gutter along this edge.

Estimated Repair Cost: \$1,750.00

2



(Emergency) - 05/17/2017
Quantity: 4 EA

Deficiency: Loose/fallen soffit metal and j-channel.

Corrective Action: Refasten soffit metal at fire station and the genoa township bldg. An aerial lift will be used for both locations to assist in necessary repairs.

Estimated Repair Cost: \$400.00



Genoa Twp. Building
2911 Dorr Road
Brighton, MI 48116

Genoa Twp. Fire Station
2755 Dorr Road
Brighton, MI

Opp/Job ID 683805

Section: Section 1 (continued)

Size: 7,068 Sq/Ft

Serviceman

Proposal Date: 05/30/2017



PAYMENT TERMS

I hereby authorize the work indicated above
Payment terms: 30 days from completion of work

AUTHORIZATION TO PROCEED

Signature: _____ Date: _____ \$ _____

Printed Name: _____ PO # _____

I hereby authorize the work indicated above
Payment terms: 30 days from completion of work

*Please sign and date, then fax to: 517-548-0182
Or scan and email to:*

drosiek@ceigroupllc.com

Resolution No. 5 – Lake Chemung Aquatic Weed Control Improvement Project
Reimbursement Special Assessment Project (winter 2017)

GENOA CHARTER TOWNSHIP

At a regular meeting of the Township Board of the Genoa Charter Township, Livingston County, Michigan, (the “Township”) held at the Township Hall on June 5, 2017, at 6:30 p.m., there were

PRESENT: Rogers, Skolarus, Lowe, Mortensen, Hunt, Croft, and Ledford.

ABSENT: none

The following preamble and resolution were offered by xxxxx and seconded by xxxxxxxx:

Resolution Confirming Special Assessment Roll

WHEREAS, the Board of Trustees of the Township has determined to proceed with the Aquatic Weed Control Improvement Project within the Township as described in Exhibit A (the “Project”);

WHEREAS, the Board of Trustees of the Township has determined to proceed with the Project in accordance with Act No. 188, Michigan Public Acts of 1954, as amended;

WHEREAS, the Board of Trustees of the Township has determined to advance the costs of the Project from Township funds and to use special assessments to raise the money necessary to reimburse the Township for the advance of such funds;

WHEREAS, the Township Supervisor has prepared the Special Assessment Roll entitled “Special Assessment Roll for the Lake Chemung Aquatic Weed Control Improvement Project Reimbursement Special Assessment Project (winter 2017)” (the “Proposed Roll”) and has filed the Proposed Roll with the Township Clerk;

WHEREAS, the Township Board has scheduled a public hearing on the Proposed Roll and notice of the hearing has been properly provided;

WHEREAS, the Township Board has determined that the Petition(s) is sufficient;

WHEREAS, the Township Board conducted the public hearing on the Proposed Roll on May 15, 2017.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Roll Confirmed. In accordance with Act No. 188, Michigan Public Acts of 1954, as amended, and the laws of the State of Michigan, the Township Board hereby confirms the special assessment roll for the Genoa Township East and West Crooked Lakes Aquatic Weed Control Improvement Project Reimbursement Special Assessment Project (2017) (the “Roll”).

2. Future Installments - Principal. The Township Board determines that each special assessment may be paid in five installments. The first installment shall be due winter of 2017.

3. Future Installments - Interest. All unpaid installments shall not bear interest.

4. Warrant. The Township Clerk is hereby directed to attach a warrant (in the form of Exhibit B to this resolution) to the Roll and to deliver such warrant and the Roll to the Township Treasurer, who shall thereupon collect the special assessments in accordance with the terms of this resolution, the Clerk's warrant and the statutes of the State of Michigan.

5. Inconsistent Prior Resolutions. All previously adopted resolutions that are in conflict with this resolution are repealed to the extent of such conflict.

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

YES: Ledford, Croft, Lowe, Skolarus, Mortensen, Hunt, and Rogers.

NO: None.

ABSENT: None.

CLERK'S CERTIFICATE

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

Paulette A. Skolarus, Genoa Charter Township Clerk

EXHIBIT A

**DESCRIPTION OF PROJECT
A FIVE YEAR SPECIAL ASSESSMENT DISTRICT
WITH PROJECTED COSTS AS FOLLOWS:**

The project (the “Project”) will consist of:

1. The project is to provide aquatic weed control/management through various methods, including (but not limited to) weed harvesting, chemical treatment, dredging, weevils and other biological treatments as determined by the East and West Crooked Lakes Riparian Association.
2. The project (the “Project”) will consist of the following:

	2017-2021
Nuisance Aquatic Plant Control	\$42,000
Aquatic Plant Control Administration/Inspections	\$9,000
LCRA Lake Management Activities	\$7,455
Administration Contingency	\$6,000
Annual Total	\$64,455
5-Year Total	\$322,275

3. In addition to the residential properties, commercial properties will be assessed as follows:

Parcel 4711-04-400-008 – Outdoor Resorts - \$13,899.10
 Parcel 4711-10-100-003 – International Society - \$6,106.95
 Parcel 4711-11-305-010 – Wilson Marine - \$1,885.65

Exhibit B

Warrant

WARRANT

TO: Treasurer
Genoa Township
Livingston County, Michigan

I certify that attached to this Warrant is a true copy of the special assessment roll for the Genoa Township Lake Chemung Aquatic Weed Control Improvement Project Reimbursement Special Assessment District (2017) confirmed by the Township Board on June 5, 2017 (the "Confirming Resolution"). You are hereby directed to proceed to collect the amounts due on such roll in accordance with this Warrant, the Confirming Resolution and the statutes of the State of Michigan.

Paulette A. Skolarus,
Genoa Charter Township Clerk



925 W. Grand River Ave.
Howell, Michigan 48843
517.546.0693
517.546.6018 Fax
www.howellrecreation.org

"Communities coming together to enrich lives by promoting active and healthy lifestyles"

Mr. Bill Rogers
Supervisor
Genoa Charter Township
2911 Door Rd.
Brighton, MI 48116

May 31, 2017

Mr. Rogers,

Enclosed is a final draft of the 4th Amended Articles of Incorporation for HAPRA. The final draft was approved by the HAPRA Board at their meeting on May 30, 2017.

The approved amendments are indicated with yellow highlighting with the most important changes being on Pages 5 & 6 which addresses the financing of the Authority.

The HAPRA Board is requesting the approval of Genoa Township.

Thank you for your consideration of this request and please let me know if you have any questions or comments.

Respectfully,

A handwritten signature in cursive script, appearing to read "Paul F. Rogers".

Paul F. Rogers
Executive Director
Howell Area Parks & Recreation Authority

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ARTICLE I

NAME AND OFFICE

The name of the Authority shall be and is the “Howell Area Parks and Recreation Authority”, hereinafter referred to as the “Authority”. The principal office of the Authority shall be located at 925 W. Grand River Avenue, Howell, Michigan or at such other location as may be designated by the Board of the Authority.

ARTICLE II

DEFINITIONS

The terms **Authority, Board, Participating Municipalities, Park, Recreational Purposes, Swimming Pool, and Territory of the Authority** as used in these Articles of Incorporation shall be as now or hereafter defined in Section 1 of Michigan Public Act 321 of 2000, as amended (“Act 321”), that being MCL 123.1133, *et seq.* Other terms shall have such meaning as may be specified in the various provisions of these Articles of Incorporation.

ARTICLE III

PARTICIPATING MUNICIPALITIES AND TERRITORY

The participating municipalities of the Authority are the City of Howell, and the portions of the Charter Township of Genoa, **Township of Howell, Township of Marion & Township of Oceola** which are contained in the Howell Public School District, in the County of Livingston, Michigan, all of which are hereby designated and referred to in these Articles as the “participating municipalities.” The “territory of the Authority” shall be all of the combined territory of the participating municipalities as stated in this paragraph.

ARTICLE IV

PURPOSE

The purpose of the Authority shall be to construct, operate, maintain and/or improve recreational facilities, including, but not limited to, parks, swimming pools, recreation centers, auditoriums and any other facilities authorized by Section 5 of Act 321, to acquire land for recreation purposes authorized by Section 5 of Act 321, and to provide recreational services as authorized by Act 321.

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ARTICLE V

POWERS

The Authority shall be a body corporate with power to sue or be sued in any court in the State of Michigan. Its jurisdiction shall include all of the total territory embraced within the described boundaries of its participating municipalities, as defined in Article III of these Articles, as now constituted or hereafter changed through annexation, detachment, consolidation or change of municipal identity.

The Authority shall possess all of the powers specified in Act 321 and all other laws of the State of Michigan and all the powers necessary to carry out the purposes thereof and those powers incidental thereto. It may acquire property by purchase, lease, grant, gift, devise, land contract or installment purchase contract, either within or outside its corporate limits, and may hold, manage, control, sell (if the assets are owned by the authority), exchange or lease owned property for a system of parks and public recreational facilities including, but not limited to, related buildings, structures, sports fields, apparatus, equipment, pathways, waterways, athletic courts and pools used in connection with the operation of a parks and recreation program. It may acquire, by purchase, lease or otherwise, and succeed to any or all of the rights, obligations and property of the cities or townships, or any parts thereof, toward lands and structures within the territorial limits of the Authority comprising parks and recreational facilities. Upon approval of these Articles of Incorporation, no approval of the electors shall be necessary for the Authority to acquire and/or manage parks and facilities located within or outside the Authority. The Authority may sell or lease owned lands and facilities within or outside the Authority's boundaries. The Authority may exercise all powers in the management and control of Authority property, including the extent of use by persons residing outside the boundaries of the Authority, and in the administration of the Authority, whether such powers are expressly enumerated or not.

ARTICLE VI

TERM

The Authority shall continue in existence perpetually or until dissolved by the majority vote of each of the then participating municipalities. A participating municipality shall not withdraw from the Authority during the period for which the Authority has been authorized to levy a tax by the electors of the Authority.

ARTICLE VII

FISCAL YEAR

The fiscal year of the Authority shall commence on the first day of January in each year and shall end on the last day of December of the same year.

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ARTICLE VIII

GOVERNING BOARD

The Authority shall be directed and governed by an odd number Board of Trustees, known as the “Howell Area Parks and Recreation Authority Board” and hereinafter sometimes referred to as the “Board,” which shall be made up of one member selected by the governing body of each participating municipality, each of whom shall be an elected official of said participating municipality. Each member of the Board shall qualify by taking the constitutional oath of office and filing it with the clerk of his or her respective participating municipality.

The Recreation Authority Board and the governing body of each participating municipality may appoint an alternate member who shall attend meetings and vote and otherwise act at such meetings in the absence of the member appointed by such governing body. Alternate members must meet the requirements as set forth in this Article VIII.

The Authority shall not employ members of the Board, or members of their immediate families, in any position other than one which is voluntary and unpaid. Each year in December, the board shall elect officers at an organizational meeting including: Chairman, Vice Chairman, Secretary, and Treasurer. Officers shall serve until the organizational meeting of the following year or until their respective successors shall be selected and qualified. No selection to the Authority and no selection of an officer shall be deemed to be invalid because it was not made with or at the time specified in these Articles. Any Board member may be removed at any time for cause or without cause by action of the governing body that selected such member.

ARTICLE IX

COMPENSATION

Pursuant to the requirements of Act 321, members of the Authority Board shall not be compensated for their service by the Authority. Each member of the Board shall, however, be entitled to reimbursement for all expenditures made by him or her in carrying out official duties as may be approved by the Board and to the extent authorized by the budget for the Authority for each fiscal year.

ARTICLE X

VACANCY

In the event of a vacancy on the Board, the governing body selecting such representative shall fill the vacancy as expediently as possible.

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ARTICLE XI

MEETINGS

Meetings of the Authority shall be held as required and at least quarterly at such time and place as shall be prescribed by resolution of the Board. Each member of the Board shall have one vote. Special meetings of the Board may be called by the Chairperson, or any two (2) members thereof, by written notice to the time, place and purposes thereof, upon each member of the Board, personally, or by leaving it at his or her place of residence at least twenty-four (24) hours prior to the time of such meeting, or by depositing the same in the U.S. Post Office or mail box within the limits of the Authority, at least seventy-two (72) hours prior to the time of such meeting, enclosed in a sealed envelope properly addressed to such member at his or her home address or office address, whichever shall have been designated by the member, with postage fully prepaid. If a member has not designated a mailing address for Board purposes, notice must be mailed to both the member's home and office addresses. Any meeting of the Board shall be held, and any notice therefore shall be given, in accordance with the provisions of Act 267, Public Acts of Michigan, 1976, as amended. (Open Meetings Act.) Any member may waive notice of any special meeting either before or after the holding thereof. At least a majority of the voting members of the Board shall be required for a quorum. The Board shall act by motion or resolution. A vote of the majority of the members of the Board who are present at any meeting, at which a quorum is present, shall be sufficient for passage of any motion or resolution. However, notwithstanding anything herein to the contrary, any vote regarding the annual budget, capital expenditures, projected revenues, projected expenditures, budget and budget amendments, shall only be voted upon by a vote of the majority of the members of the Board, and not the majority which would otherwise constitute a quorum.

The Board shall have the right to adopt rules governing its procedures, which are not in conflict with the terms of any statute of the State of Michigan or of these Articles of Incorporation. The Board shall keep a record of its proceedings, which record shall be signed by the Secretary and open to the public. All votes shall be "Yes," "No" or "Abstain," provided where the vote is unanimous, it shall only be necessary to so state.

ARTICLE XII

DUTIES OF BOARD AND OFFICERS

The Chairperson of the Board shall be the presiding officer thereof, and shall be permitted, with the consent of the Board, to appoint committees of the Board as necessary. Except as herein otherwise provided, the Chairperson and Board Members shall not have any executive or administrative functions other than as a member of the Board. In the absence or disability of the Chairperson, the Vice-Chairperson shall perform the duties of the Chairperson. The Secretary shall be the recording officer of the Board. The Treasurer shall be the custodian of the funds of the Authority and shall give to it a bond conditioned upon the faithful performance of the duties of his or her office. All money shall be deposited in a bank or banks, to be designated by the Board, and all

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checks or other forms of withdrawal there from shall follow the approved financial policies as accepted by the Board of Trustees. All authorized signatories shall give a bond conditioned upon the faithful performance of the prescribed duties. The Authority shall pay the cost of the bonds.

ARTICLE XIII

REVENUE SOURCES, BUDGETING, AND FINANCING THE AUTHORITY

Revenue Sources

The Authority shall have the power to assess and collect fees, rents, tolls, excises, and service charges; to borrow money and issue revenue bonds in accordance with the provisions of Act 94, Public Acts of Michigan, 1933, as amended; to borrow money and issue bonds on the credit of the Authority a sum not to exceed 2 mills of the taxable value of the taxable property within the territory of the Authority for the purpose of acquiring, owning, purchasing, constructing, maintaining or operating a system of parks and recreational facilities or any combination thereof; and to appropriate money annually for Authority purposes and to lay and collect taxes for Authority purposes in a sum not to exceed one (1) mill provided that it is approved in each participating municipality by a vote of the electorate, as provided in Act 321, and to raise revenue by any other levy or bond issuance authorized by Act 321. The term of any bond, note, land contract, installment purchase contract or other borrowed money shall not extend beyond the last day of the fiscal year of a property tax authorized under Article XIII.

Financing the Authority

A. **Financial Contribution From Each Participating Municipality Until Millage Election**

Beginning July 1, 2017 the participating municipalities of the City of Howell, Charter Township of Genoa, Township of Howell, Township of Marion and Township of Oceola, will have a top participation contribution funding level of \$ 100,000. Future participating municipalities will have the option of joining the Authority at the top participation contribution funding level at the time of their entry request or the following option where the first year funding level is \$ 50,000. Starting in the second year of participation the lower contribution rate will rise by \$ 25,000; in the third year of participation the lower contribution rate will rise by \$ 25,000; in the fourth year of participation the lower level contribution will become equal to the top participation contribution level.

The top participation contribution level shall remain the same until the lower contribution rate equals the top participation contribution level then all contributions under this formula will raise by the Consumer Price Index for the preceding year beginning with the following fiscal year.

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Residents of municipalities who participate at the top participation contribution level will be entitled to the lowest resident program fee structure. Residents of future participating municipalities with a first year funding level of \$ 50,000 will be assessed a program fee equaling 50% higher than the resident program fee. Residents of future participating municipalities with a second year funding level of \$ 75,000 will be assessed a program fee equaling 25% higher than the resident program fee. Residents of future participating municipalities with a third year funding level of \$ 100,000 will be assessed a program fee equaling 10% higher than the resident program fee.

Once the participating contribution rates are equalized to the top participation contribution level then all residents of participating municipalities will be charged the same resident program fees. Any resident of a nonparticipating municipality will be generally charged two times the normal program fee. Annual financial contributions shall be invoiced and paid quarterly to the Authority.

It is the intent of the participating municipalities and these Articles that the question of a property tax levy as authorized by Section 11 of Act 321 will be put to the electorate with the earliest date of 2018 or at such subsequent time as the board shall determine. In the event said levy shall be approved, the funding mechanism in subsection B will replace the funding mechanism in this subsection. In the event that the levy is not approved by the voters, or any future renewal of such levy is not approved by the voters, it is the intent of these Articles, without further action being required, that the Authority will dissolve, and said dissolution will be conducted in accordance with Article XV of these Articles, unless two-thirds (2/3rds) of the participating municipalities shall, by resolution of their governing bodies within 90 days of the failure of the millage question, determine that the Authority should continue. In the event that two-thirds of the participating municipalities resolve to continue the Authority, all participating members not so resolving will put the question to their governing bodies and resolve to either continue the Authority or withdraw from the Authority. Any withdrawal shall be conducted in accordance with Article XIV of these Articles. In the event two-thirds, or more, participating members shall elect to continue the Authority following the failure of a millage question, the funding pattern set forth in the first paragraph of this section shall be followed unless and until the remaining participating municipalities amend these Articles to state a new funding mechanism and/or formula.

B. Property Tax Levy

As an alternative to the financial contribution formula in subsection A of this section, the Authority may levy a tax on all taxable property within the territory of the Authority as authorized by Section 11 of Act 321. For so long as the Authority is funded by a levy as authorized by Section 11 of Act 321, the imposition of such a levy shall preclude the Board and/or Authority from requiring any further financial contributions from each participating municipality. Nothing in this paragraph shall be construed as preventing a participating municipality, by action of its governing body, from providing additional contributions to the Authority, for either general or a specific use.

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C. Rollover Funding During Initial Operations

In addition to the above sources, the Authority may, during its first year of operations and additionally until the approval of the Property Tax Levy envisioned by this Article, be funded in part or whole via allocation of funds already designated for recreational activities by the participating municipalities. Any funds allocated directly from any participating municipality under this paragraph shall be credited toward that participating municipality's share under any budgetary computations under paragraph A for the first year or part thereof of operations of the Authority.

Prior to commencement of the Property Tax Levy, the Authority Board shall make arrangements for the management and accounting of the Authority's finances by contract or through internal accounting by one of the participating municipalities.

Budgeting

D. Budget Process During Periods Not Funded by Property Tax Levy

For so long as the Authority is not financed by a Property Tax Levy as provided in Section 11 of Act 321 and Article XIII (B) of these articles, the mandates of this paragraph shall apply to the Authority's budgeting process. The Board shall prepare a proposed annual operating and capital budget reflecting the projected revenues and projected expenditures of the Authority for the next fiscal year beginning January 1. The Board shall adopt the proposed budget by a majority vote of the members of the Board in such a manner as to assure submission of the adopted tentative budget to the participating municipalities no later than November 1 of each year. The proposed budget shall provide for contributions from the member municipalities which are not greater than those which would be arrived at using the formula utilized in subparagraph A of this Article. After the approval of the proposed budget by the governing bodies of a two-thirds majority of the participating municipalities, the Board shall give final approval to the Authority budget for the next fiscal year. The budget may be amended from time to time upon approval by the governing bodies of a two-thirds majority of the participating municipalities.

E. Budget Process During Periods Funded by Property Tax Levy

During any period in which the Authority is financed by a Property Tax Levy as provided in Section 11 of Act 321 and Article XIII (B) of these Articles, the mandates of this paragraph shall apply to the Authority's budgeting process, and shall supersede the mandates of paragraph (D) of this Article. The Board shall prepare a proposed annual operating and capital budget reflecting the projected revenues and projected expenditures of the Authority for the next fiscal year beginning January 1. The Board shall adopt the proposed budget by a majority vote of the members of the Board in such a manner as to assure that said budget is approved prior to January 1 of the year it is to commence. The Board's approval by majority vote shall be the final approval required for the budget.

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The budget may be amended from time to time upon approval of a majority of the Board. Nothing in this subsection shall be construed to require a participating municipality to fund the Authority with any general fund monies without the approval of said funding by that participating municipality's governing body, which shall retain the discretion to approve or deny general fund monies to the Authority during the time periods to which this subsection applies. During any period in which the Authority shall cease to be funded by a Property Tax Levy as provided in Section 11 of Act 321 and Article XIII (B) of these Articles, the budget procedure followed shall be that found in Paragraph (D) of this Article, followed shall be that found in Paragraph (D) of this Article, which shall supersede this Paragraph during all such times.

F. Accounting and Budgeting Practices

The accounting and budgeting practices of the Authority shall conform to standard accounting practices, the Uniform Budgeting and Accounting Act, Act 2, Public Acts of Michigan, 1968, as amended, and all other applicable provisions of law.

ARTICLE XIV.

PARTICIPATING MUNICIPALITY WITHDRAWAL

A participating municipality shall not withdraw from the Authority during the period that a tax is authorized to be levied by the electors of the Authority.

A participating municipality may withdraw from the Authority, subject to the limitation in the first paragraph of this Article, by resolution of the participating municipality's legislative body approving the withdrawal, a certified copy of the resolution shall be provided to the Board at least six (6) months prior to the beginning of a new fiscal year for the Authority. Such new fiscal year shall serve as the effective date for the withdrawal. Notwithstanding these requirements, any withdrawal occurring pursuant to subsection A of Article XIII shall be deemed to be effective on the last day of the fiscal year, with the only notice requirement being the Authority's receipt of a resolution of withdrawal enacted by the withdrawing member's governing body on or before 90 days prior to the last day of the fiscal year.

A participating municipality that withdraws from the Authority shall remain liable for a proportion of the debts and liabilities of the Authority incurred while the participating municipality was a part of the Authority. The proportion of the Authority's debts for which a participating municipality remains liable as a result of this withdrawal from the Authority shall be determined by dividing the state equalized value of the real property in the participating municipality by the state equalized value of all real property in the Authority on the effective date of the withdrawal.

Any property owned by the Authority, which is in the possession of the withdrawing municipality or in the possession of personnel who will no longer remain with the Authority as a result of the participating municipality's withdrawal from the Authority,

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shall be returned to the Authority before the effective date of the withdrawal. The withdrawing municipality shall not be entitled to the return of any credit for any property or money it transferred to or paid to the Authority prior to the withdrawal.

ARTICLE XV

DISSOLUTION OF AUTHORITY

The Authority may be dissolved by the concurring resolution of the governing body of each participating municipality of the Authority at the time of such dissolution, or by operation of subsection A of Article XIII following failure of a millage and subsequent failure of the governing bodies of at least two-thirds of the participating members to resolve to continue the Authority. Prior to dissolution of the Authority any outstanding indebtedness of the Authority, including any bonds issued under Section 21 and/or Section 23 of Act 321 shall be paid. Any assets of the Authority remaining after the payment of any such outstanding indebtedness shall be distributed to the participating municipalities of the Authority at the time of the dissolution based upon each participating municipality's most recent financial contribution to the Authority. Any land, buildings, and/or facilities that were contributed to the Authority by a participating municipality and is maintained, owned, or operated by the Authority shall revert back to the originating municipality. Any land purchased by the authority or donated shall be sold and the proceeds distributed according to the 1) the formula in Article XIII, paragraph A, if the participating municipalities, at the time of dissolution, are directly funding the Authority's budget or 2) according to the formula arrived at by dividing the state equalized value of the real property in each participating municipality by the state equalized value of all real property in the Authority on the effective date of the dissolution. In all instances, the participating municipality in which said real estate is located shall be given the right of first refusal on the purchase of said real estate. In the event of a dissolution following a period of property tax levy by the Authority, any funds obtained via levy, and/or property purchased by such funds, which are subsequently distributed to the participating municipalities pursuant to this Article shall be assigned by the participating municipalities to public purposes consistent with the purposes approved by the electorate for the original levy.

Notwithstanding the above paragraph, in the event that, at the time of dissolution, the Authority is in possession of lands acquired with, or developed with, in whole or in part, grant funds from the Michigan Natural Resources Trust Fund (hereinafter the "MNRTF"), or the Land and Water Conservation Fund (hereinafter the "LWCF"), the following procedure shall control the disposition of said lands. All lands purchased or developed with MNRTF or LWCF funds, in whole or in part, must be maintained as public outdoor recreation land in perpetuity, unless said lands are replaced with land of equivalent fair market value and recreational usefulness, unless said lands, instead of being purchased, are leased for the purpose of developing public outdoor recreation facilities for a period of at least twenty (20) years when assistance is from MNRTF funds or at least twenty-five (25) years when assistance is from LWCF funds. Accordingly, to comply with MNRTF and LWCF mandates in the event of dissolution, the participating

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municipality in which the lands acquired or developed with MNRTF or LWCF funds are located shall assume title and control of said lands, and shall be required to maintain said lands as public outdoor recreation land in perpetuity, or until the expiration of any lease of the lands from any party to the Authority or its successors whose original period was twenty (20) years or longer, whichever is greater, unless said lands are replaced with land of equivalent fair market value and recreational usefulness. All long-term obligations for the maintenance or public recreation land established by any other recreation grant program that may be offered by the Michigan Department of Natural Resources in the future shall similarly be followed should the Authority receive grant assistance from said future grant program. Said lands shall be transferred to the participating municipality in which the lands are located, and said transfer shall not be credited, set-off, or computed against any other allocation under this Article's dissolution procedure, nor shall any credit, computation, or set-off be made in recognition of any maintenance costs associated with said lands.

ARTICLE XVI

EMPLOYEES

The Board may employ such personnel and employees as it may consider desirable and may retain from time to time the services of attorneys, accountants, and other consultants, as the Board considers necessary to carry out the purpose of the Authority.

The Board shall appoint an Executive Director of Parks and Recreation of the Authority who shall be the chief administrative employee of the Authority, and who shall, as determined by the Board, have sufficient qualifications and experience necessary to serve as the chief administrative officer of the Authority. The Executive Director shall administer the activities conducted and services provided by the Authority on a daily basis as may be more fully determined by the Board. The Executive Director will serve at the pleasure of the Board.

ARTICLE XVII

AUDIT

The Board shall procure an annual audit, consistent with the requirements of Section 27 of Act 321, to be made of the books, records and financial transactions of the Authority by a certified public accountant. Three copies of the audit report prepared by the certified public accountant shall be furnished to each participating municipality. The books and records of the Authority shall be open for inspection by any participating municipality at all reasonable times.

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ARTICLE XVIII

STATE, FEDERAL AND PRIVATE GRANTS

The Authority shall have the power to apply for and accept grants, loans or contributions from the United States of America or any agency or instrumentality thereof, the State of Michigan or other public or private agencies; and to do any and all requirements necessary or desirable to secure such financial or other aid or cooperation in carrying out any of the purposes of Act 321. In the event that any grant, loan or contribution shall require a long term obligation as to the use, maintenance, or operation of a specific piece of property, the approval of the governing body of the participating municipality in which such property is located shall be required prior to the acceptance of the grant, loan, or contribution by the Authority.

ARTICLE XIX

INVESTMENT

The Treasurer of the Authority when authorized by a resolution of the Board may invest general funds of the Authority. The board must approve the treasurer's investment policy. Such investment by the Treasurer shall be made in compliance with the laws of the State of Michigan.

ARTICLE XX

EXEMPTION FROM TAXATION

The property of the Authority shall be exempt from all taxation and assessments and no writ of attachment or writ of execution shall be levied upon the property of the Authority.

ARTICLE XXI

PUBLICATION

These Articles of Incorporation shall be published not less than once in a newspaper generally circulated within the participating municipalities, before they are adopted. The adoption of these Articles of Incorporation by a participating municipality shall be evidenced by an endorsement on these Articles by the clerk of such participating municipality. Upon adoption of these Articles of Incorporation by each of these participating municipalities, a printed copy thereof shall be filed with the Secretary of State.

ARTICLE XXII

EFFECTIVE DATE

The Authority shall become effective upon the filing of certified copies of these Articles with the Secretary of State, as provided in the preceding Article.

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ARTICLE XXIII

AMENDMENTS

These Articles of Incorporation may be amended at any time so as to permit any county, city, village, township or school district to become a participating municipality of the Authority, if such amendment to the Articles of Incorporation are adopted by the legislative body of such county, city, village, township or school district proposing to become a member, and if such amendment is adopted by the legislative body of each participating municipality of which the Authority is composed. Other amendments may be made to these Articles of Incorporation at any time if adopted by the legislative body of each participating municipality of which the Authority is composed. This requirement shall apply to all amendments to the articles, including those which would otherwise be exempted by paragraph (4) of Section 5 of Act 321. Any such amendment shall be published, endorsed, and certified and printed copies thereof filed in the same manner as the original Articles of Incorporation.

ARTICLE XXIV

REVERSION OF LEASES OF EXISTING PARK LAND

In the event that any land leased to the Authority shall, during the Authority's stewardship and lease of said lands, be improved or developed, in whole or in part, with the assistance of Michigan Natural Resources Trust Fund ("MNRTF") and/or Land and Water Conservation Fund ("LWCF") monies, the Authority shall, throughout the Authority's stewardship and lease of the lands, be responsible for maintaining said lands in accordance with all grant requirements attendant to funding under the MNRTF and/or LWCF requirements. In the event of the dissolution of the Authority, or any other termination of the Authority's lease for any reason, the participating municipality which holds title to the lands shall maintain said lands in accordance with all grant requirements attendant to funding under the MNRTF and/or LWCF requirements, in perpetuity for those obligations occurring pursuant to LWCF requirements, and for the entire period of the grant or original lease of the property, whichever is longer, for those obligations occurring under the MNRTF. The requirements of this paragraph shall not be utilized in any way in determining any calculations, credits, or set-offs in regards to any dissolution arrangements under Article XV of these Articles.

ARTICLE XXV

MISCELLANEOUS

These Articles of Incorporation may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

The captions in these Articles of Incorporation are for convenience only and shall not be considered as part of these Articles of Incorporation or in any way limiting or amplifying the terms and provisions hereof.

**ARTICLES OF INCORPORATION
HOWELL AREA PARKS AND RECREATION AUTHORITY
Fourth Amended – Proposed 05/30/2017**

These Articles have been adopted by the governing bodies of the: City of Howell, the Charter Township of Genoa, the Township of Howell, the Township of Marion and the Township of Oceola, as set forth in the following endorsements, and in witness whereof the Mayor and City Clerk of the City of Howell, Supervisor and Township Clerk of the Charter Township of Genoa, Supervisor and Township Clerk of the Township of Howell, Supervisor and Township Clerk of the Township of Marion and Supervisor and Township Clerk of the Township of Oceola, have endorsed thereon the statement of such adoption.

Mayor, City of Howell

Clerk, City of Howell

The foregoing Articles of Incorporation were adopted by the City Council of the City of Howell, Livingston County, Michigan, at a meeting duly held on the ____ day of _____.

Supervisor, Township of Howell

Clerk, Township of Howell

The foregoing Articles of Incorporation were adopted by the Township Board of the Township of Howell, Livingston County, Michigan, at a meeting duly held on the ____ day of _____.

**ARTICLES OF INCORPORATION
HOWELL AREA PARKS AND RECREATION AUTHORITY
Fourth Amended – Proposed 05/30/2017**

Supervisor, Township of Genoa

Clerk, Township of Genoa

The foregoing Articles of Incorporation were adopted by the Township Board of the Charter Township of Genoa, Livingston County, Michigan, at a meeting duly held on the ____ day of _____.

Supervisor, Township of Marion

Clerk, Township of Marion

The foregoing Articles of Incorporation were adopted by the Township Board of the Township of Marion, Livingston County, Michigan, at a meeting duly held on the ____ day of _____.

Supervisor, Township of Oceola

Clerk, Township of Oceola

The foregoing Articles of Incorporation were adopted by the Township Board of the Township of Oceola, Livingston County, Michigan, at a meeting duly held on the ____ day of _____.

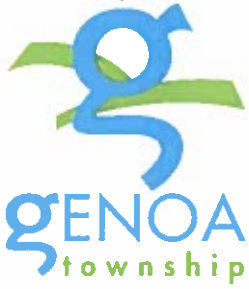
5/16/2017

FUND 271 (BLDG. RESERVE/CEMETERY)

20-Mar-17

GL NUMBER	DESCRIPTION	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 APPROVED BUDGET	2017-18 1ST AMENDMENT
REVENUE									
271-000-699-000	OPERATING TRANSFER IN	60,000		200,000		75,000	20,000	50,000	50,000
271-000-664-000	INTEREST	731	400	275	84	78	132	300	300
TOTAL REVENUES		60,731	400	200,275	84	75,077	20,132	50,300	50,300
APPROPRIATIONS									
271-966-999-101	TRANS OUT TO GF # 101	79,000							
271-906-956-000	MISC EXPENSE			31			465	1,000	1,000
271-906-957-000	CEMETARY PURCHASE						40,440		
271-906-958-000	CEMETERY MAINTENANCE								5,500
271-929-977-000	CAPITAL OUTLAY/PAVEMENT/PARKIN			118,622	10,882	174,286	1,000	2,000	2,000
TOTAL APPROPRIATIONS		79,000		118,653	10,882	174,286	41,905	3,000	8,500
NET REVENUES/EXPENDITURES		(18,269)	400	81,622	(10,798)	(99,209)	(21,790)	47,300	41,800
BEGINNING FUND BALANCE		218,790	200,521	200,921	282,543	271,745	172,536	150,747	150,747
ENDING FUND BALANCE		200,521	200,921	282,543	271,745	172,536	150,747	198,047	192,547

BOARD CORRESPONDENCE



May 26, 2017

2911 Dorr Road
Brighton, MI 48116
810.227.5225
810.227.3420 fax
genoa.org

To: Property Owners of Hillandale

Subject: Reconstruction of Road

Genoa Township has recently received inquiries from some of your neighbors about the possibility of forming a special assessment district for the re-construction of your private road. Attached is an estimate from a company named Get Plowed in the amount of \$4,445.00 and includes road grading, gravel application and dust control. Since Hillandale is private road the township many not financially participate in this project. Our role is simply to assist our residents in the collection of funds should this project move forward.

The Township will hold an informational meeting on June 5, 2017 at 5:30 p.m. at the Genoa Township Hall (2911 Dorr Road, Brighton) to allow discussion of the pending request. A petition is enclosed should you choose to endorse this project. Please note that the petition is valid only when all persons whose name is on the deed sign the petition. If you are not able to attend this meeting and wish to voice your concern, you may write to me at the above address or send an e-mail to polly@genoa.org.

Sincerely,

Paulette A. Skolarus
Genoa Township Clerk

CC: Genoa Township Board

SUPERVISOR

Bill Rogers

CLERK

Paulette A. Skolarus

TREASURER

Robin L. Hunt

TRUSTEES

Jean W. Ledford

H. James Mortensen

Terry Croft

Diana Lowe

MANAGER

Michael C. Archinal



To Board 6/5/17

May 15, 2017

Ms. Polly Skolarus, Clerk
Township of Genoa
2911 Dorr Rd.
Brighton, MI 48116

Dear Clerk Skolarus:

As part of Comcast's commitment to keep you informed about important developments that affect our customers in your community. I am writing to notify some changes to the channel lineup. Customers are being notified of these changes via bill messages.

Effective, on or around July 1, 2017, Esquire will no longer be available on the channel lineup.

Also, on or around July 11, 2017, Cinemax West programming will be changed to MovieMax HD programming on channels 276 and 1938.

Also, on or around July 15, 2017, Olympics Channel HD will be available on channels 208 and 1240 with our Digital Preferred tier. Universal HD on channels 208 and 1240 will be ceasing operations.

As always, feel free to contact me directly at 734-254-1557 with any questions you may have.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kyle W. Mazurek".

Kyle W. Mazurek
Manager of External Affairs
Comcast, Heartland Region
41112 Concept Drive
Plymouth, MI 48170

To Board 6/5/17

Cromaine District Library
Regular Board Meeting
Thursday, April 20, 2017

APPROVED

Members Present: Black, Cafmeyer, DeRosier, Lewis, Sargent, Thompson

Members Absent: Oemke

Staff Present: Director Marlow, Barbara Rentola, Janice Yaklin

Guests: Lindsay Adams, Penny Halstead

The meeting followed the Volunteer Reception (attendance about 25) and a demonstration of the 3D printer by Emma Olmstead-Rumsey.

- I. President Lewis called the meeting to order at 7:15 p.m. in the Community Room of the Cromaine District Library in the Village.
- II. **Approval of agenda** Agenda Approval
Member DeRosier moved to approve the agenda, Member Cafmeyer seconded. Passed unanimously.
- III. **Approval of Consent Agenda** Consent Agenda Approval
Member Sargent moved to approve the consent agenda, seconded by Member Thompson. Passed unanimously.
 - A. Approval of 3/16/17 regular meeting minutes.
 - B. Acknowledge receipt of the March Financial Reports and payment of March invoices totaling \$228,350.36 and payroll obligations totaling \$65,638.57.
 - C. Director's Report
 - D. Committee Reports

Community Relations	April 7
Personnel Committee	April 4
Planning Committee	April 5
Finance Committee	April 12
- IV. **Call to the Public:** Janice and Penny said "Hello." Lindsay said she wished to comment later. Call to the Public
- V. **Director's Report–Update, Comments & Questions from the Community** Director's Update
The Library Director updated the printed report with the following:
Volunteers gave 265.5 hours since last month, including 63.75 hours for teens.
There were no decisions made at the March meeting.

The week of May 1 through May 5, the new HVAC system will be shut down in order to complete the installation of the entire system. That week was chosen in the expectation that there will be moderate temperatures.

The list of used equipment and furnishings was distributed to the state's libraries via michlib-l on April 17. The next morning inquiries were received for the book return which has been consuming space in the storage unit and is now sold. Most other items, except the shelving have been pre-sold to libraries. It is expected as many as nine laptops will be offered at the May 5-6 close-out sale. Street numbers will be issued at 8:00 am; doors open at 10:00 am.

A price for the furnishings to remain at Crossroads has been negotiated and paid by the new tenant. The items in which Ziege Games is interested are ones that would likely be difficult to sell to other libraries and nonprofits (lockers, millwork, and circulation desks).

Funds to purchase an AED, automated external defibrillator, were donated but held until the renovation of the first floor was completed. The research on which AED to purchase was completed by Kim Wasdyke, Security Monitor, and the purchase was made April 17 with delivery April 20. This AED will be added to the map the Hartland-Deerfield Fire Authority is compiling. Training will be given as part of the staff May 12 in-service.

A credit for the ceased delivery to Crossroads, effective April 28, has been provided. A request for revision of the current maintenance cost based on the number of logins for Workflows/Symphony (a reduction from 19 to 12) has been sent to TLN.

Application to have a vendor space at the Hartland Farmers Market for the 2017 season of May 20 through October 15 has been sent. The Library will be present on the first and third Saturdays. The new location of the market is in the Rural King (former Walmart) parking lot. The Friends of Cromaine will join the Library at the market periodically. Being at the Market, especially in its new location, is an excellent way to distribute information about Cromaine's summer events. Staff other than Ceci will represent Cromaine at the market on some Saturdays this season.

Several sponsors have returned to help with the Summer Concert Series. Sponsors are still being solicited. As of April 20, \$4,500 in funds has been raised in sponsorships.

Earlier this week, a Freedom of Information Act (FOIA) request was received from an organization named "American Transparency" located in Boca Raton, FL. Several Michigan libraries have received the same request for all employee wage information, delivered in an electronic format. The FOIA law provides a 20-business-day window to respond and appropriate fees to compile and deliver the information are permitted. The Library Director will follow up.

As reported by email, Cromaine did not receive a Big Read grant from the NEA for 2017-2018. We were to read "True Grit." The programming team will take a look at whether we want to proceed with a smaller scale series as we did when we did not get the Big Read grant for Bless Me Ultima or offer no series, or offer a series for another title.

The Library Director met today with the Partners in Progress group and Mitch Lipon to discuss the brand of the Hartland area. It is incredibly helpful to be able to sit down face to face and talk about the challenges of having a cohesive message across four institutions and how that message can best be conveyed as well as the resources required. Mitch Lipon is the CEO of Ignite/XDS which developed Cromaine's new web site.

The Volunteer Reception for 2017 is a little lower scale—there is no performance nor are the teen volunteers invited. Both the adult and teen volunteers will have a separate more intimate recognition event with a meal. The event held this evening is to permit the public to share in recognizing and, one hopes, to even consider becoming volunteers at Cromaine.

No other comments from the community were reported by the Trustees.

VI. Discussion

A. VISION 2020 Strategic Plan:

The Director reported that progress continues on the project. As noted in email, one contractor was terminated; Rewold had another one on the job immediately and has accepted the bid quote as promised by the prior firm. The entire second floor has been dry walled. Questions from the Trustees: When can the trustees get a tour? The Director will follow up with the Construction Superintendent.

VISION 2020
Strategic Plan

B. Review of 3rd Quarter Statistics

Trustee Kate DeRosier commented that she was very encouraged by the circulation of e-materials. She said this supports the work that's been done on the web site and the trend to more digital usage. Trustee Don Thompson asked about the drop in teen attendance. The Director replied that this has been consistent through the year's reporting and that it goes back to a big outreach event which in the prior year we went to the event our staff thought would have the highest impact, but this year we went to the event chosen by the schools which had a much lower impact for Cromaine. Trustees appreciated the increase in senior attendance. Trustee Don Thompson asked if the staff is seeing new faces. The Director replied, no more than usual. He went on to comment that at the Senior Center he's been told that fellow seniors who have only ever used Crossroads are coming to the Village as well as asking him where the Village Library is located. The Director noted that we will have maps from Crossroads to the Village in a realtor-type box on the Crossroads book return once the branch closes. (It is currently posted on the window.)

Review of 3rd
Quarter Statistics

C. Distribution of Library Director Evaluation Form

The forms were distributed in the packet. All were returned by the trustees before or at this meeting. President Lewis will compile them and review them with the Personnel Committee at their May meeting, then report to the Board at the May Board meeting. There were no questions about the language or form as a whole.

Director
Evaluation Form

D. Community Relations Review of Policies

The Community Relations Committee reviewed the policies and, other than a typo in one, the policy revised was 4010 - Library Meeting Room Use. Discussion of the separation of study rooms from meeting rooms and user guidelines for study rooms followed. (The report from the staff committee was included in the board packet for March and also discussed in the April meeting minutes of the Community Relations Committee.) Trustee Kate DeRosier wants the rooms to be reserved online. Most trustees do not think the rooms should be locked. The Director noted that the staff committee which researched other area libraries with study rooms and their guidelines had wanted them locked, but once the doors were installed, the originally specified door hardware did not include locks. It is not in the project budget to replace them. If it is determined that locks are needed once the rooms are in use, then locks will be installed following the completion of the construction project. The intent of the staff and user guidelines is to keep these as simple to manage as possible, until there is sufficient experience. The changes in the meeting room policy were to make clear the number of meeting rooms (excluding 3 study rooms and the new Youth Program Room) and the range of number that can be accommodated (8 to 70) in meeting rooms. There were no suggestions by the Trustees for this or the other policies reviewed.

Community
Relations Review
of Policies

VII. Decision

A. Resolution 2017-4, Revise Policy 4020 – Library Meeting Room Use

Member Cafmeyer moved to approve Resolution 17-4, Revise Library Meeting Room Use; Member Black seconded. A roll call vote was taken for approval of the resolution.

Ayes: Black, Cafmeyer, DeRosier, Lewis, Oemke, Sargent, Thompson

Nays: None APPROVED

Resolution 17-4
To Revise
Policy 4020

VIII. Information

Upcoming meeting dates include:

May 3	Planning Committee Meeting, 6:30 pm, Director's Office
May 4	Personnel Committee Meeting, 6:30 pm, Director's Office
May 8	Community Relations Committee Meeting, 10 am, Director's Office
May 10	Finance Committee, 1:00 pm, Director's Office
May 18	Board of Trustees meeting, 7:00 pm, Community Room.

Upcoming
Meeting Dates

Additional dates to consider:

Apr 28-29	Village Library Closed for Electrical Work
April 30	Crossroads Last Day
May 4-6	Friends Book Sale
May 5-6	Crossroads Close-out Sale at Crossroads

President Lewis reminded those attending the April 27 Crouse Museum Tour to meet in the Village parking lot at 6:20 pm to car pool.

IX. Agenda Items for Next Meeting

Items for Next Meeting

- VISION 2020 Strategic Plan
- Report of Director's Evaluation
- Budgets presented for discussion
- Calling an Operating Fund Budget hearing for June meeting (resolution) (*LCDPA notice*)
- Memorial Day Parade
- Personnel Review policies:
 - 8008 – Ethics Statement
 - 8009 – Board Policy Development
 - 8011 – Board Compensation & Expenses

X. Call to the Public:

Public Call

Lindsay Adams stated that about a month ago she was in the basement bathroom and was sprayed in the face by the aerosol air freshener. She asked if the Trustees were aware of the incident. They replied that they were (Lindsay's comments were included in the public board packet as part of the March comments.) She is unable to be in the Village building comfortably now especially with all the outgassing from paint and new carpets. Lindsay stated that she is a nine-year resident of the library's district but will not give out her address ever. She has a Hartland post office box. She wants a library card that allows her to use other libraries. She stated that the Director had said to talk to her bosses and so that's why she is here. President Lewis responded that the board would discuss the request with the Library Director. President Lewis asked if there were other comments Lindsay wished to make. Lindsay said that while this is very difficult for her to speak about, she wants to know "how many copies of porn do we need to buy to serve the prurient among the library's users?" She specifically noted that there are six "CD" [sic] copies of Fifty Shades of Gray. She reported that Brighton does it, too, but other libraries do not. President Lewis thanked her for her comments.

Janice Yaklin responded to the call to the public, saying she is "happy to be able to be a part of all the new changes coming about." She is really looking forward to seeing it all done. What has been accomplished so far is really beautiful and it's a joy to see how it's unfolding. She went on, "even the web site is wonderful." But, "don't touch the pet bat" (of which a photo was included in the Director's printed report in the board packet).

Penny Halstead responded to the call to the public, stating she was very pleased with how the Director presented the Deneweth's fundraiser idea at the Friends quarterly meeting on Tuesday and that she appreciates all the work that Barb Rentola put into getting the fundraiser going immediately. Many thanks to Barb for putting this all together.

Member Kate DeRosier added to Penny's comment by asking that everyone on the board work to get this communicated. It is a great fundraiser and very generous on Deneweth's part.

XI. Adjournment:

Adjournment

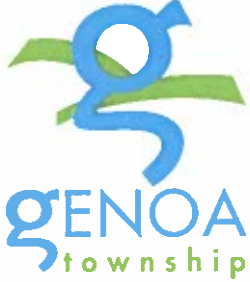
Motion by Member Thompson, seconded by Member Cafmeyer to adjourn at 7:53 pm.

KATHLEEN OEMKE, SECRETARY
Cromaine District Library Board

Barbara Rentola, Recording Secretary
Cromaine District Library Board

Documents distributed to the Board for/at this meeting:

- 3/16/17 Proposed Regular Meeting Minutes
- March 2017 Financial Reports & Checks Issued Totals
- March 2017 CDL Investment Performance Report
- Project Expenditures to date as of 4/12/17
- Director's Report 4/20/17
- CDL Statistics for March 2017 & updated CDL 4-year Circulation Graph
- Comments from the Community March 2017
- Community Relations Committee Minutes, 4/7/17 w/draft revised policy 4020 & draft study room guidelines attached
- Finance Committee Action/Decision List, 4/13/17 w/ Project Expenditures to Date (4/12/17) attached
- Personnel Committee Meeting Minutes, 4/4/17
- Planning Committee Meeting Minutes, 4/5/17
- Look Ahead Construction Schedule as of 4/3/17 & 4/17/17; 2 week schedule dated 3/29/17
- Owner/Architect/GC #11 Meeting Minutes, 4/5/17
- Owner/Architect/GC #11 Meeting Minutes, 3/22/17
- Library Director Performance Evaluation 2016-2017 w/ memo attached
- Third Quarter Statistics w/Director's Memo Attached
- Resolution 2017-4, Revise Policy 4020, Library Meeting Room Use w/revised policy attached
- Director's Report to the Friends, April 2017
- *Cromaine Library Celebrates 90 Years, April 2017 Community Life*
- *Board & Administrator, April 2017*



2911 Dorr Road
 Brighton, MI 48116
 810.227.5225
 810.227.3420 fax
 genoa.org

June 1, 2017

To: Resident of Mountain, Eggert & Ramblewood Roads

From: Polly Skolarus, Genoa Township Clerk

Subject: Road Improvement Project for Mountain, Eggert & Ramblewood

The Township has been approached by one of your neighbors regarding the condition of the roads in your subdivision. As a result the Township has contacted the Livingston County Road Commission for an estimate of cost to rehabilitate Mountain, Eggert & Ramblewood. This project is approximately 1.45 miles in length and 28 feet wide. The estimate includes crushing and reshaping the existing pavement, and adding two lifts of new Hot Mix Asphalt with wing curb.

Public Act 188 allows for special property tax assessments for certain improvements including roads. The process would first require petitions from residents asking for the creation of a special assessment district. The Township Board policy has been to contribute \$1,000.00 per home for this type of project provided 66% of the residents sign the petition. With 68 homes in the district the Township Contribution would be \$68,000.00. The Board would then hold two public hearings to hear objections to the project and answer questions. The work would be financed through a revolving loan fund for six-year at 0% interest and the cost would be added to your winter tax bill beginning in 2017.

Livingston County Road Commission has estimated the total cost for this project at \$750,000.00. This road improvement project may move forward based upon the following assumptions:

- Receipt of petitions signed by at least **35 homeowners** asking that this project move *forward* (*all owners must sign e.g. both husband and wife*)
- A contract with the Livingston County Road Commission for the reconstruction in the amount of \$750,000.00
- \$2,000.00 for publications as required by Act 188

SUPERVISOR

Bill Rogers

CLERK

Paulette A. Skolarus

TREASURER

Robin L. Hunt

TRUSTEES

Jean W. Leford

H. James Mortensen

Terry Croft

Diana Lowe

MANAGER

Michael C. Archinal

- 68 parcels/homes within the district
- A General Fund contribution of \$68,000.00 provided that at least **45 homeowners** sign the petition
- Project cost estimate of \$10,058.82 per parcel/home
- 6-year payback with 0% interest – township financed
- Yearly winter assessment of \$1,676.47

I have enclosed a petition should your family choose to support this project. Signed petitions may be returned to Rebecca Cook 5698 Mountain Road, Brighton, MI. Please know that the Township will not move forward on this request unless more than 50% of homeowners choose to sign the petition asking for our assistance.

Paulette A. Skolarus, Clerk
Genoa Charter Township

Cc: Genoa Township Board

(Mountain informational letter to residents)