

**AGENDA**  
**CHARTER TOWNSHIP OF COLUMBIA**  
**BOARD**  
**REGULAR MEETING**

February 20, 2022  
7:00 p.m.

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1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE

3. INVOCATION

4. ROLL CALL / INTRODUCTIONS

5. PUBLIC COMMENTS: (3 Minutes per speaker)

Public comment Guidelines: Everyone will state their name and have 3 minutes to address the Board. You may only address the Board once under this public comment opportunity and may not yield your time to others. Board members will not debate or answer questions at this time.

6. APPROVAL OF AGENDA

7. COMMUNICATIONS

- a. Building Department Inspection Reports for December 2022 and January 2023 pg. 1

8. CONSENT AGENDA

- a. Minutes – January 16, Regular Meeting pg. 3  
b. Treasurer's Report pg. 5  
c. Controllers report pg. 8  
d. Police Report pg. 9  
e. Fire Report pg. 13  
f. Zoning Report pg. 21

9. Accounts Payable Board to approve: \$ 915,609.81 Paid prior: \$ 357,085.24 pg. 22

10. Discussion Items

- a. River Raisin Watershed Council Alternate Representative pg. 32  
b. Proposed Personnel Policy Changes Hand Out

11. Action Item

- a. Staffing requests, Fire Department pg. 33  
b. Police Department Memorandum of Agreement SRO pg. 35  
c. Tax Collection Agreement Jackson College pg. 44  
d. Tax Collection Agreement Napoleon Community School District pg. 46  
e. Request for refunds of permit fees pg. 48  
f. Fire Service Agreement/Village of Brooklyn pg. 50  
g. Police Service Agreement /Village of Brooklyn pg. 53  
h. Proposed SAD Garrison Drive pg. 56  
i. Country Boots & Bands Live Concert (Previously Tabled) pg. 73  
j. Township Park-OHM Proposal pg. 111  
k. Renewal of Liability Insurance pg. 114  
l. LRUA Alternate No Document

Public Comment (3 Minutes per speaker)

Public comment Guidelines: Everyone will state their name and have 3 minutes to address the Board. You may only address the Board once under this public comment opportunity and may not yield your time to others. Board members will not debate or answer questions at this time.

12. Final Board Comment

13. Adjournment

# COLUMBIA TOWNSHIP INSPECTION DEPARTMENT

8500 Jefferson Rd.  
Brooklyn, MI 49230

Telephone (517) 592-2000

January 31, 2023

To: Columbia Township Board of Trustees  
Attn: Barry March, Township Supervisor

Re: Inspection Department Activity Report for December 2022 & Year End.

<u>Permits Issued</u>	<u>Dec. 2022</u>	<u>YTD 2022</u>	<u>YTD 2021 (Comparison)</u>
Building	9	173	213
Electrical	12	153	150
Mechanical	14	160	112
Plumbing	5	52	49
<b>New Construction values \$</b>	<b>\$ 233,400.00</b>	<b>\$ 12,157,384.00</b>	<b>\$ 37,047,528.00</b>

## Building Inspector Activity

	<u>Dec. 2022</u>	<u>YTD 2022</u>	<u>YTD 2021 (Comp)</u>
Building Inspections	36	530	477
Letters/violations	1	11	32
Plan Reviews	3	87	114
Miscellaneous	0	2	0

<u>Trade Inspector Activity</u>	<u>YTD 2022</u>	<u>YTD 2021 (Comp)</u>
Electrical	218	288
Mechanical	171	134
Plumbing	131	147

<u>Permit Revenue/Expense</u>	<u>2022 Revenue</u>	<u>2022 Expense</u>	<u>2021 Revenue</u>	<u>2021 Expense</u>
Building	41,215.00	31,142.85	70,946.00	32,810.00
Electrical	17,285.00	14,690.00	30,045.00	17,640.00
Mechanical	15,755.00	10,555.00	9,895.00	6,900.00
Plumbing	<u>10,305.00</u>	<u>8,230.00</u>	<u>6,585.00</u>	<u>8,820.00</u>
Totals	84,560.00	64,617.85	117,471.00	66,170.00
Surplus		(19,942.15)		( 51,301.00)

Respectfully submitted

  
Martin Taylor, Building Official



# COLUMBIA TOWNSHIP INSPECTION DEPARTMENT

8500 Jefferson Rd.  
Brooklyn, MI 49230

Telephone 517-425-4886

February 4, 2023

To: Columbia Township  
8500 Jefferson Rd.  
Brooklyn, MI 49230

Columbia Township Board of Trustees  
Attn Barry Marsh, Supervisor

## Monthly Inspection Department Activity Report for January 2023

<u>Issued</u>	<u>January 2023</u>	<u>YTD 2023</u>
Building	15	11
Electrical	17	10
Mechanical	14	7
Plumbing	3	2
 New Construction	 \$ 1,052,200.00	 \$ 564,000.00

### Inspection Activity

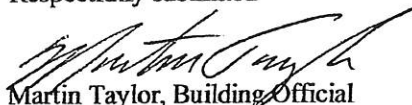
Inspections	39	41
Letters/violation	1	0
Plan Reviews	11	5
Miscellaneous	0	1
Stop Work/Unsafe	0	1

### Permit Revenue/Expenses

	<u>2023 Revenue</u>	<u>2022 Expenses</u>	<u>2022 Revenue</u>	<u>2021 Expenses</u>
Building	4,055.00	2,475.00	1,335.00	2,410.00
Electrical	1,985.00	---	715.00	---
Mechanical	1,490.00	---	775.00	---
Plumbing	495.00	---	1,135.00	---
 Total	 8,025.00	 2,475.00	 3,960.00	 2,410.00

Trades are reported bi-annually, electric, plumbing, and mechanical

Respectfully submitted

  
Martin Taylor, Building Official

REGULAR MEETING  
CHARTER TOWNSHIP OF COLUMBIA BOARD OF TRUSTEES  
January 16, 2023  
7:00 p.m.

A regular meeting of the Charter Township of Columbia Board of Trustees was held on Monday, January 16, 2023

**CALL TO ORDER:** Supervisor Marsh called the meeting to order at 7:00 p.m.

**ROLL CALL:** Present: Beamish, Tackett, Hulburt, Calhoun, Trout, Deland, Marsh

**PUBLIC COMMENTS:** There was public comment by Jackson County Commissioner Phil Duckham, Jay Guetcschow, Thomas Johnson, Mathew Dale, Taymour Ghazi.

A motion was made by Treasurer Calhoun to amend the agenda to add discussion item c. Safe Route to School Project. The motion was seconded by Supervisor Marsh. Ayes all. Motion carried.

A motion was made by Trustee Tackett to approve the agenda as amended. The motion was seconded by Treasurer Calhoun. Ayes all. Motion carried.

A motion was made by Trustee Deland to approve the consent agenda. The motion was seconded by Trustee Beamish. Ayes all.

**ACCOUNTS PAYABLE:** Motion to approve accounts payable totaling \$262,654.46 was made by Trustee Tackett. The motion was seconded by Trustee Beamish. Ayes all.

**Discussion Items:** The Board heard discussion on Charter Township Update, SAD Garrison Dr., Safe Route to School.

**Action Items 10 a. -i. a.** A motion was made by Trustee Beamish to approve the Fire Department's request to purchase fire gear with DNR match. The motion was seconded by Trustee Tackett. Ayes all. Motion carried. b. A motion was made by Treasurer Calhoun to bring to action the Sewer pump purchase request which was tabled at the December meeting. The motion was seconded by Trustee Beamish. Ayes all. Motion carried. A motion was made by Treasurer Calhoun to approve the Sewer Pump purchase. The motion was seconded by Trustee Tackett. Ayes all. Motion carried. c. A motion was made by Treasurer Calhoun to approve the Summer Tax Collection Agreement for the Jackson County ISD. The motion was seconded by Trustee Trout. Ayes all. Motion carried. d. A motion was made by Trustee Deland to approve the Supervisors recommendation to appoint BOR Members John Messimer and Bryon Gough. The motion was seconded by Trustee Tackett. Ayes all. Motion carried. e. A motion was made by Trustee Trout to approve the Midwest Energy Communications Right of Way Permit. The motion was seconded by Trustee Beamish. Ayes all. Motion carried. f. A motion was made to approve the Zoning Map Amendment for the Apostle Land Development LLC. The motion was seconded by Supervisor Marsh. On a roll call vote Ayes, Deland, Trout, Calhoun, Beamish, Tackett, Hulburt, Marsh. Motion carried. g. A motion was made by Trustee Tackett to approve the Clerk's request to contract a grave opener. The motion was seconded by Trustee Beamish, Ayes all. Motion carried. h. A motion was made by Clerk Hulburt to table the request for

approval for the Country Boots and Bands Live Concert until the Township received written agreements with the Police Department, Fire Department, Health Department and MDOT. The motion was seconded by Trustee Tackett. Ayes all. The motion to table carried. i. A motion was made by Treasurer Calhoun to approve the Resolution to vacate Main Street of the recorded plat of the Village of Jefferson. The motion was seconded by Trustee Deland. On a roll call vote Ayes, Calhoun, Trout, Deland, Tackett, Hulburt, Marsh, Trustee Beamish left the meeting prior to the vote. Motion carried.

**PUBLIC COMMENTS:** There was public comment from Jay Guetschow.

**Final Board Comment** There was Board comment by Supervisor Marsh about a sewer break in Napoleon Township and the possibility of changing Hewitt Rd. to a primary road and changing Case Rd. to a secondary road.

**Adjournment:** A motion was made by Treasurer Calhoun to adjourn the meeting. The motion was seconded by Trustee Trout. Supervisor Marsh closed the meeting at 8:23 p.m.

COLUMBIA TOWNSHIP  
Treasurer's Report  
Board Meeting

February 20, 2023

Bank Balance  
January 31, 2023

**General Funds:**

General Fund Checking: 4340	368,569.44
General Fund: ARPA Funds Checking @ CNB	603,294.35
General Fund Designated Salaried Employees HCSP-MM - Bank Mich 581:	84,996.22
General Fund Designated Salaried Employees HCSP	25,872.61
General Fund Designated Police Equipment	124,792.24
General Fund Designated Fire Equipment	40,615.70
General Fund Capital Purchase Fund	35,775.70
General Fund - Cemetery Improvement Designated	134,778.03
General Fund - Eagle Point Dirt Paving	9,300.42
General Fund - Clark Lake Invasive Species SAD	72,062.51
<b>Total General Funds</b>	<b>\$1,500,057.22</b>

**Enterprise Funds:**

CL Sewer Enterprise Checking Fund: 0342	144,131.91
CL Sewer R & R Account: 6261	79,567.84
CL Sewer O & M Account: 6253	241,282.22
Clark Lake - R&R - CD @ CNB	255,013.96
Vineyard Lake Extension: 5834	42,123.92
Vineyard Lake Common Fund Specials: 4886	108,724.95
Vineyard Lake Common Fund O&M: 5826	34,669.29
Vineyard Lake Common Fund R&R: 6287	42,488.50
Vineyard Lake - R&R - CD @ CNB	101,432.54
Lake Columbia - R&R - CD @ CNB	253,581.39
Lake Columbia Spec Assess Funds MM - Bank Michigan 5821	109,855.15
Lake Columbia Savings- County National Bank	486,209.74
Lake Columbia- R&R Account- CNB	120,259.22
<b>Total Enterprise Funds</b>	<b>\$2,019,340.63</b>

**Fiduciary (Non Dispersable) Funds:**

Current Tax Savings/Checking: 6204/6212	144,131.91
<b>Total Fiduciary Funds</b>	<b>\$144,131.91</b>

**MBS Investments**

Total General Fund Investments: 1492	0.00
Clark Lake Sewer Extension Fund: 1939	0.00
Lake Columbia Sewer Assessment Fund: 3078	199,476.50
Vineyard Lake Special Assessment	0.00
<b>Total Investments</b>	<b>\$199,476.50</b>

**Michigan Class Investments**

General Fund Investments: 0002 (Designated Fire)	641,609.95
Lake Columbia Funds - 0005 (R&R money)	682,212.78
Clark Lake Enterprise Funds - 0006 (R&R money)	234,414.80
Vineyard Lake Common - 0007 (R&R money)	315,935.00
Vineyard Lake Special Assmt - 0013- (Debt)	96,830.36
General Fund - 0016	2,797.67
Tax Account-0017	457,127.31
<b>Total Investments</b>	<b>\$2,430,927.87</b>

Respectfully Submitted by:

  
John C. Calhoun Treasurer

Columbia Township  
 GF CD Investments  
 January 31, 2023

	Investment	Due	Percentage	Amount	Market Value
GF	Cash Account Balance				-
	GF CD Investment Balance			0.00	0.00
	Local Bank CD Investment				
	Total CD Investment at Local Bank			0.00	
	Local Bank Money Market Accounts				
MM	General Fund (Columbia Salary HCSP Cont.) - 5813			\$ 84,996.22	
	Total Investments			\$ 84,996.22	
	Michigan Class Investments				
	General Fund Investments: 0002 (Designated Fire)			641,609.95	
	General Fund: 0016 - General			2,797.67	
	Total Investments			\$644,407.62	

Columbia Township  
Enterprise Fund CD Investment  
January 31, 2023

Investment	Due	Percentage	Amount	Market Value
CLS Cash Account Balance				0.00
<b>Total CLS CD Investment Balance</b>				<b>0.00</b>
LCS Cash Account Balance				0.00
LCS Wells Fargo Bk N A Sioux Falls	11/9/2023	3.50%	54,700.00	49,562.00
LCS Wells Fargo Bk N A Sioux Falls	2/14/2023	2.70%	152,750.34	149,914.50
<b>Total LCS CD Investment Balance</b>			<b>207,450.34</b>	<b>199,476.50</b>
VLS Cash Account Balance				
<b>Local Bank CDs</b>				
VLS Vineyard Lake R&R CD - County National Bank	7/23/2023	4.06%	103,779.64	
<b>Local Bank CDs</b>				
CL Clark Lake R&R CD - County National Bank	7/23/2023	4.06%	261,340.79	
<b>Local Bank CDs</b>				
LCS Lake Columbia CD - County National Bank	7/23/2023	4.06%	259,449.18	
<b>Michigan Class Investments</b>				
Lake Columbia Funds - 0005 (R&R money)			682,212.78	
Clark Lake Enterprise Funds - 0006 (R&R money)			234,414.80	
Vineyard Lake Common - 0007 (R&R money)			315,935.00	
Vineyard Lake Special Assmt - 0013 - (Debt)			96,830.36	
<b>Total Investments</b>			<b>\$1,329,392.94</b>	
<b>Local Bank Money Market Accounts</b>				
MM Lake Columbia - Spec Assessment Funds - 5821			\$ 109,855.15	
<b>Total Investments</b>			<b>\$ 109,855.15</b>	

To: Columbia Township Board of Trustees

From: Heather Peterson, Controller

Date: February 20, 2023

RE: Update from the Controller

As of the writing of this report, I have yet to hear definitively on the process for changing our fiscal year. I have contacted the Department of Treasury multiple times, via email and phone message, and have not heard back. I am working with the Clerk, who has also contacted the MTA, on the process of changing our fiscal year. MTA is doing some research and will be getting back with us on the information they find on their end. I will continue to do the same and reach out to the State, hopefully getting a response at some point. I think it is a good idea to wait to adopt any new budgets until we have all of our answers on how to change our fiscal year.

I have included a very rough copy of changes for the Personnel Policy, as a discussion item at our meeting this month. There are a few areas that I have included language changes/additions/deletions and other areas that I want to change things but do not have any new language provided. Again, this is a very rough draft and I am hoping that we can discuss this more in detail during our February meeting on Monday.

The check for the Safe Route to Schools, that was approved a couple months back, has been sent to the Irish Hills Legacy Committee. It does show up as a paid prior, but was approved by the Board at our regular September meeting last year, with an approved dollar amount of \$25,000.00.

Should you have any questions or concerns, my door is always open.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Heather Peterson". The signature is written in dark ink and is positioned above the printed name.

Heather Peterson, Controller/Deputy Treasurer

# COLUMBIA TOWNSHIP POLICE DEPARTMENT

8500 Jefferson Road  
Brooklyn, Michigan 49230



Jay Niles, Chief  
517-592-3122 Main  
517-592-8737 Fax

To: Board of Trustees

From: Chief Jay Niles

Date: February 20, 2023

Re: January 2023 Monthly Report

## **CALLS FOR SERVICE**

<u>AREA</u>	<u>2022 YTD</u>	<u>2023 YTD</u>	<u>JAN. 2022</u>	<u>JAN. 2023</u>
Brooklyn	150	133	150 / 44%	133 / 33%
Clarklake	42	72	42 / 12%	72 / 18%
Lake Columbia	26	34	26 / 7%	34 / 8%
Vineyard Lake	2	17	2 / 1%	17 / 4%
Cement City	13	26	13 / 3%	26 / 6%
Assist Other Agency	8	18	8 / 2%	18 / 4%
All Other Areas	<u>97</u>	<u>117</u>	<u>97 / 28%</u>	<u>117 / 28%</u>
<b>Total Calls</b>	<b>338</b>	<b>417</b>	<b>338</b>	<b>417</b>

## **CALL FOR SERVICE BY AGENCY**

<u>AGENCY</u>	<u>JAN-2022</u>	<u>JAN - 2023</u>
Columbia Township	321 / 95%	327 / 97%
Michigan State Police	8 / 2.5%	5 / 1.5%
Jackson County Sheriff	7 / 2%	4 / 1 %
Jackson County Animal Control	2 / .5%	2 / .5 %
 Columbia Township Average	 95%	 97%

## **TRAFFIC ENFORCEMENT**

<u>AREA</u>	<u>2022YTD</u>	<u>2023YTD</u>	<u>JAN. 2022</u>	<u>JAN.2023</u>
Brooklyn	15	15	15	15
Cement City	5	6	5	6
Other Areas	19	20	19	20
Persons	39	41	39	41
Charges	50	46	50	46
Warning	102	131	102	131



## **PATROL MILES**

	2022 YTD	2023YTD	JAN. 2022	JAN. 2023
Total Miles Driven	5,457	7,310	5,457	7,310
CAR 1	90,058	Required service (oil change)		
CAR 2	2,740	Recall – fuel filler assembly		
CAR 3	21,813	No maintenance to report.		
CAR 4	132,695	No maintenance to report.		

Each patrol vehicle is in-service and current on maintenance.

## **TRAINING**

2022 YTD	2023 YTD	JAN. 2022	JAN. 2023
0	28	0	28

The month of January 2023 officers participated in the following training:

First Aid Update - 4 hours

Glock Armor Recertification - 8 hours

Street Crimes - Narcotics Investigations 8 hours

## **RESERVE HOURS**

2022 YTD	2023 YTD	JAN. 2022	JAN. 2023
0	20	0	20

Currently Reserve Officer Bennett began the reserve officer training course January 17<sup>th</sup>, 2023. Thus far he has participated in 20 hours of training.

## **ARREST**

### **PHYSICAL ARREST**

2022 YTD	2023 YTD	JAN. 2022	JAN.2023
7	7	7	7

### **SUMMONED / CITED**

2022 YTD	2023 YTD	JAN. 2022	JAN. 2023
6	7	6	7

## Incident Breakdown By Month Report

Print Date/Time: 02/04/2023 14:08  
 Login ID: jniles  
 Year: 2023

Columbia Township Police Department  
 ORI Number: MI3832600  
 Incident Type: All

Incident Type	January		February		March		April		May		June		July		August		September		October		November		December		Yearly Totals
	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	
Abandoned	1	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1
Accident PDA	14	87.5	2	12.5	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	16
Accident PI	2	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	2
Accident Private	6	85.7	1	14.3	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	7
Alarm	10	76.9	3	23.1	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	13
Animal Complaint	2	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	2
Assault	4	66.7	2	33.3	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	6
Breaking &	2	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	2
Child	2	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	2
Civil Dispute	2	66.7	1	33.3	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	3
Conservation	4	80.0	1	20.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	5
Criminal Sexual	1	50.0	1	50.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	2
Disorderly	3	60.0	2	40.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	5
Divorce & Support	2	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	2
Domestic	14	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	14
Field Contact	7	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	7
Found Property	1	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1
Fraud	3	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	3
General Assist	3	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	3
General Non-	67	89.3	8	10.7	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	75
Hit and Run	1	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1
Illegal Dumping	1	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1
Inspect Vehicle	0	0.0	1	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1
Inspection Prop	16	80.0	4	20.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	20
Inspections Other	1	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1
Larceny	4	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	4

## Incident Breakdown By Month Report

Print Date/Time: 02/04/2023 14:08  
Login ID: jniles  
Year: 2023

Columbia Township Police Department  
ORI Number: MI3832600  
Incident Type: All

Incident Type	January		February		March		April		May		June		July		August		September		October		November		December		Yearly Totals
	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	
Loud Music	1	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1
Malicious	1	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1
Minors/Juveniles	1	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1
Missing Person	1	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1
Motorist Assist	7	87.5	1	12.5	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	8
Natural Death	2	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	2
Operating While	1	50.0	1	50.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	2
Overdose	1	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1
Parking	2	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	2
Peace Officer	1	50.0	1	50.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	2
Personal Welfare -	27	87.1	4	12.9	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	31
Property Security	5	83.3	1	16.7	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	6
Rescue	1	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1
Suicide	4	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	4
Suspicious	14	82.4	3	17.6	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	17
Threats -	2	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	2
Traffic Offense	152	92.1	13	7.9	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	165
Transports -	2	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	2
VCSA	3	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	3
Warrants	5	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	5
<b>Total:</b>	<b>406</b>	<b>89.0</b>	<b>50</b>	<b>11.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0.0</b>	<b>456</b>

# COLUMBIA TWP FIRE REPORT

February, 2023

## 1-Jan

ALL FIRE	1
OVER PRESSURE/RUPTURE	1
EMS	43
HAZARDOUS CONDITION	3
SERVICE CALLS	8
GOOD INTENT	10
FALSE ALARMS	0
SPECIAL INCIDENTS	0

TOTAL CALLS	66
-------------	----

## RUNS BY DISTRICT

EAST END	25
OUT OF DISTRICT	4
VILLAGE OF BROOKLYN	22
WEST END	15

TOTAL CALLS FOR MONTH	66
-----------------------	----

TOTAL CALLS FOR MONTH YEAR TO DATE	68 calls for the year
------------------------------------	-----------------------

## CALLS BY MONTH

	2023	2022	2021	2020	2019
JAN	66	91	84	58	68
FEB		84	59	74	82
MAR		79	82	61	70
APR		75	101	70	60
MAY		100	101	81	90
JUNE		111	109	111	85
JULY		140	147	80	152
AUG		132	152	93	90
SEPT		82	88	74	85
OCT		83	99	94	109
NOV		103	80	94	75
DEC		78	104	78	67
TOTALS	66	1158	1206	968	1033

## COLUMBIA TWP FIRE REPORT

February, 2023

ORD VIOLATIONS	0
INSPECTIONS	0
BURN PERMITS	23
\$ FIRE LOSS	0

APPARATUS	MILES	MILES DRIVEN
2000 ENGINE 1	12090	60
2002 ENGINE 2	32590	0
2003 ENGINE 3	22127	130
2016 ENGINE 4	4582	17
2004 B-1	13345	0
2015 B-2	12422	0
2006 R-2	107127	105
2022 SQ-1	5860	363

### NOTES OF INTEREST

SQD1 milage corrected from last month  
Staff and Command School starts 2/13  
Upcoming Ice/water rescue training

# Columbia Township Fire Department

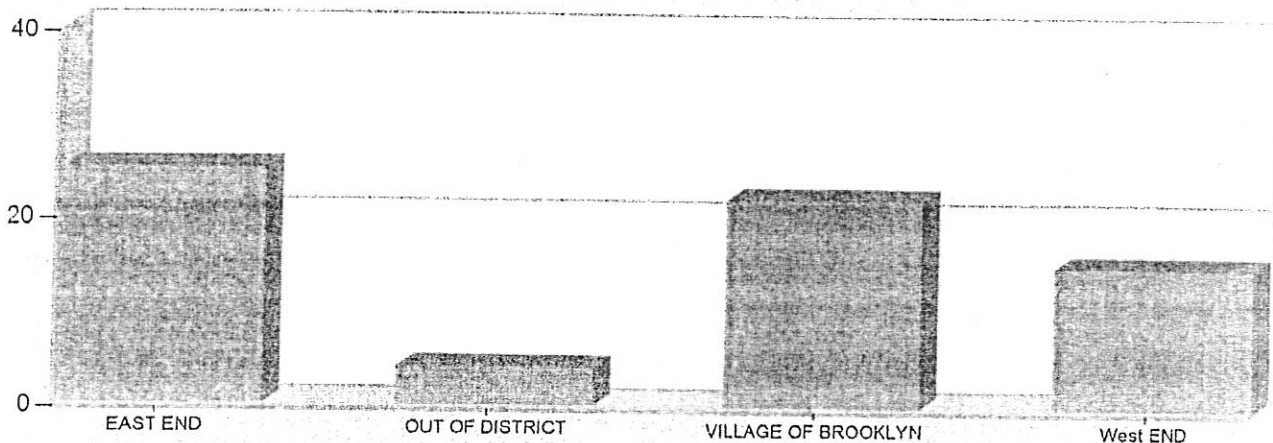
Brooklyn, MI

This report was generated on 2/2/2023 7:47:52 AM



## Incident Type Count per Zone for Date Range

Start Date: 01/01/2023 | End Date: 01/31/2023



ZONES	INCIDENT TYPE	COUNT
-------	---------------	-------

### EAST END - EAST END

100 - Fire, other	1
200 - Overpressure rupture, explosion, overheat other	1
321 - EMS call, excluding vehicle accident with injury	15
424 - Carbon monoxide incident	1
551 - Assist police or other governmental agency	2
554 - Assist invalid	1
600 - Good intent call, other	1
611 - Dispatched & cancelled en route	1
622 - No incident found on arrival at dispatch address	2
<b>Total Incidents for EAST END - EAST END:</b>	<b>25</b>

### OUT OF DISTRICT - OUT OF DISTRICT

321 - EMS call, excluding vehicle accident with injury	1
322 - Motor vehicle accident with injuries	1
611 - Dispatched & cancelled en route	1
621 - Wrong location	1
<b>Total Incidents for OUT OF DISTRICT - OUT OF DISTRICT:</b>	<b>4</b>

### VILLAGE OF BROOKLYN - VILLAGE OF BROOKLYN

321 - EMS call, excluding vehicle accident with injury	17
444 - Power line down	1
554 - Assist invalid	2

Zone information is defined on the Basic Info 3 screen of an incident.  
Only REVIEWED incidents included.



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ZONES	INCIDENT TYPE	COUNT
	611 - Dispatched & cancelled en route	1
	651 - Smoke scare, odor of smoke	1
	<i>Total Incidents for VILLAGE OF BROOKLYN - VILLAGE OF BROOKLYN:</i>	22
<b>West END - West END</b>		
	321 - EMS call, excluding vehicle accident with injury	8
	324 - Motor vehicle accident with no injuries.	1
	412 - Gas leak (natural gas or LPG)	1
	554 - Assist invalid	1
	561 - Unauthorized burning	1
	571 - Cover assignment, standby, moveup	1
	611 - Dispatched & cancelled en route	1
	622 - No incident found on arrival at dispatch address	1
	<i>Total Incidents for West END - West END:</i>	15
	<b>Total Count for all Zone:</b>	66

Zone information is defined on the Basic Info 3 screen of an incident.  
Only REVIEWED incidents included.



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# Columbia Township Fire Department

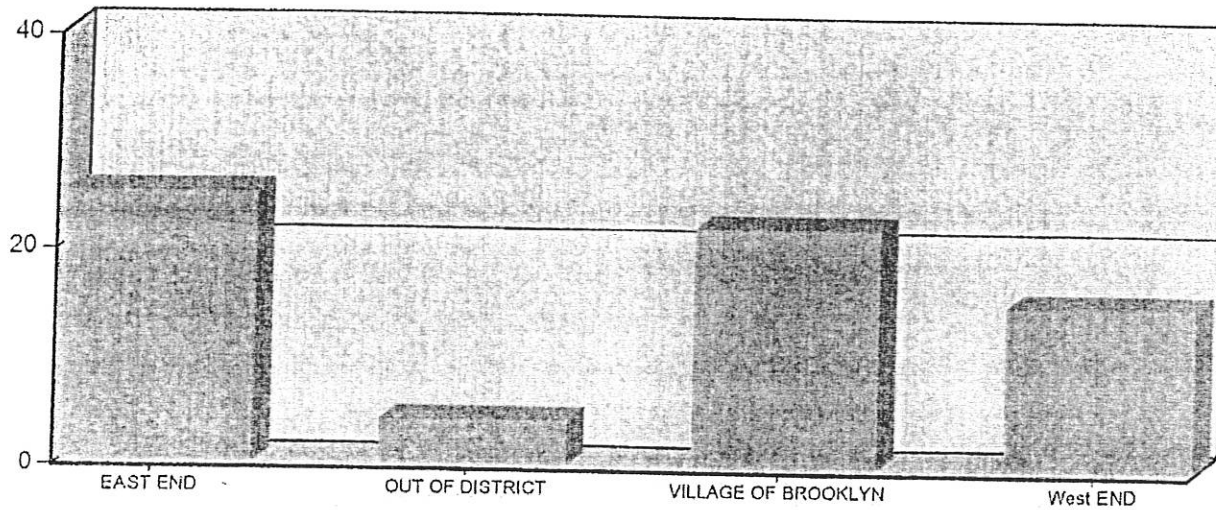
Brooklyn, MI

This report was generated on 2/2/2023 7:48:28 AM



## Incident Count per Zone for Date Range

Start Date: 01/01/2023 | End Date: 01/31/2023



ZONE	# INCIDENTS
EAST END - EAST END	25
OUT OF DISTRICT - OUT OF DISTRICT	4
VILLAGE OF BROOKLYN - VILLAGE OF BROOKLYN	22
West END - West END	15
TOTAL:	66

Zone information is defined on the Basic Info 3 screen of an incident. Only REVIEWED incidents included.  
Archived Zones cannot be unarchived.



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# Columbia Township Fire Department

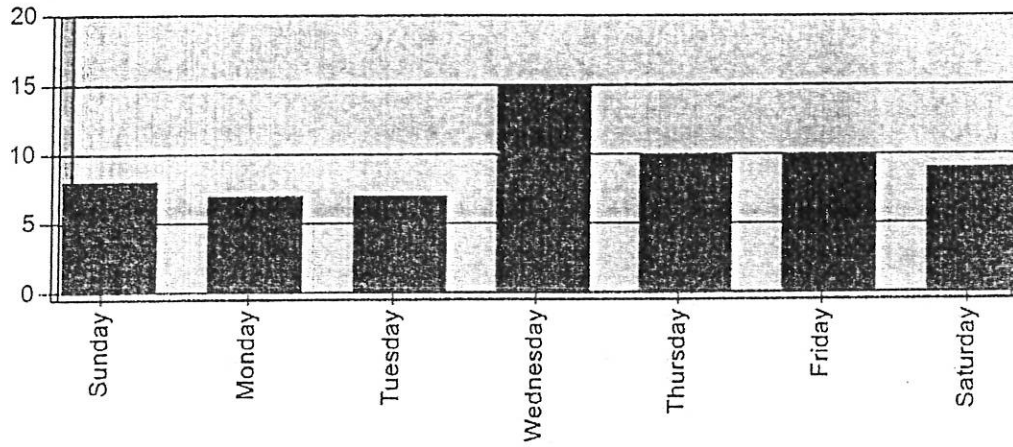
Brooklyn, MI

This report was generated on 2/2/2023 7:48:48 AM



## Incidents by Day of the Week for Date Range

Start Date: 01/01/2023 | End Date: 01/31/2023



DAY OF THE WEEK	# INCIDENTS
Sunday	8
Monday	7
Tuesday	7
Wednesday	15
Thursday	10
Friday	10
Saturday	9
TOTAL	66

Only REVIEWED incidents included



emergencyreporting.com

Doc Id: 445

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# Columbia Township Fire Department

Brooklyn, MI

This report was generated on 2/2/2023 7:49:15 AM



## Incident Type and Street Name for Date Range

Incident Status: All | Start Date: 01/01/2023 | End Date: 01/31/2023

Incident Date	Address	Incident Type
01/01/2023	Monroe ST, Brooklyn, MI 49230	Dispatched & cancelled en route
01/01/2023	Palo Alto DR, Brooklyn, MI 49230	EMS call, excluding vehicle accident with injury
01/03/2023	Lansing AVE, Brooklyn, MI 49230	EMS call, excluding vehicle accident with injury
01/03/2023	Nicole DR, Brooklyn, MI 49230	EMS call, excluding vehicle accident with injury
01/04/2023	Sherman ST, Brooklyn, MI 49230	EMS call, excluding vehicle accident with injury
01/04/2023	Whitehouse CT, Brooklyn, MI 49230	No incident found on arrival at dispatch address
01/05/2023	Kelley RD, Brooklyn, MI 49230	EMS call, excluding vehicle accident with injury
01/05/2023	Irwin ST, Brooklyn, MI 49230	Assist invalid
01/05/2023	Monroe ST, Brooklyn, MI 49230	EMS call, excluding vehicle accident with injury
01/06/2023	E Mill Pond DR, Brooklyn, MI 49230	EMS call, excluding vehicle accident with injury
01/07/2023	Cary RD, Cement City, MI 49233	EMS call, excluding vehicle accident with injury
01/08/2023	N Columbus ST, Jackson, MI 49201	Wrong location
01/08/2023	Cement City RD, Cement City, MI 49233	EMS call, excluding vehicle accident with injury
01/08/2023	Coral DR, Brooklyn, MI 49230	EMS call, excluding vehicle accident with injury
01/09/2023	E Mill Pond DR, Brooklyn, MI 49230	EMS call, excluding vehicle accident with injury
01/09/2023	N Main ST, Brooklyn, MI 49230	EMS call, excluding vehicle accident with injury
01/10/2023	Water ST, Brooklyn, MI 49230	EMS call, excluding vehicle accident with injury
01/10/2023	Wolf Lake RD, Brooklyn, MI 49230	Dispatched & cancelled en route
01/11/2023	Reed RD, Clarklake, MI 49234	Assist invalid
01/11/2023	Brooklyn RD, Brooklyn, MI 49230	Fire, other
01/11/2023	Reed RD, Clarklake, MI 49234	Unauthorized burning
01/12/2023	Decatur DR, Brooklyn, MI 49230	Assist police or other governmental agency
01/13/2023	Golfview DR, Brooklyn, MI 49230	EMS call, excluding vehicle accident with injury
01/13/2023	DeSales DR, Brooklyn, MI 49230	Carbon monoxide incident
01/13/2023	Kathy LN, Brooklyn, MI 49230	Dispatched & cancelled en route
01/13/2023	Ocean Beach RD, Clarklake, MI 49234	No incident found on arrival at dispatch address
01/13/2023	S Mill ST, Brooklyn, MI 49230	EMS call, excluding vehicle accident with injury
01/14/2023	S Main ST, Brooklyn, MI 49230	EMS call, excluding vehicle accident with injury
01/14/2023	Castlewood DR, Brooklyn, MI 49230	EMS call, excluding vehicle accident with injury
01/14/2023	Nicole DR, Brooklyn, MI 49230	EMS call, excluding vehicle accident with injury
01/14/2023	Monroe ST, Brooklyn, MI 49230	EMS call, excluding vehicle accident with injury
01/15/2023	Irwin ST, Brooklyn, MI 49230	EMS call, excluding vehicle accident with injury
01/16/2023	Somerset DR, Brooklyn, MI 49230	Assist invalid
01/16/2023	Holiday DR, Brooklyn, MI 49230	EMS call, excluding vehicle accident with injury
01/17/2023	Sherman ST, Brooklyn, MI 49230	EMS call, excluding vehicle accident with injury
01/17/2023	Wesch RD, Brooklyn, MI 49230	EMS call, excluding vehicle accident with injury
01/18/2023	Cary RD, Cement City, MI 49233	EMS call, excluding vehicle accident with injury
01/18/2023	Irwin ST, Brooklyn, MI 49230	Assist invalid
01/18/2023	Wesch RD, Brooklyn, MI 49230	EMS call, excluding vehicle accident with injury
01/18/2023	N Shore DR, Clarklake, MI 49234	EMS call, excluding vehicle accident with injury
01/18/2023	Irwin ST, Brooklyn, MI 49230	EMS call, excluding vehicle accident with injury

Lists the Incident Date, Street Name (including City, State, Zip), and Incident Type of incidents occurring within the given Date Range. Only Reviewed incidents are included.



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01/18/2023	W US 12 HWY, Addison, MI 49230	Dispatched & cancelled en route
01/18/2023	Ambler DR, Brooklyn, MI 49230	EMS call, excluding vehicle accident with injury
01/18/2023	Jefferson RD, Brooklyn, MI 49230	EMS call, excluding vehicle accident with injury
01/19/2023	Vining ST, Clarklake, MI 49234	EMS call, excluding vehicle accident with injury
01/19/2023	Constitution AVE, Brooklyn, MI 49230	EMS call, excluding vehicle accident with injury
01/20/2023	S Main ST, Brooklyn, MI 49230	Overpressure rupture, explosion, overheat other
01/20/2023	Turk RD, Brooklyn, MI 49230	EMS call, excluding vehicle accident with injury
01/21/2023	Ocean Beach RD, Clarklake, MI 49234	EMS call, excluding vehicle accident with injury
01/21/2023	Clarklake RD, Clarklake, MI 49234	Gas leak (natural gas or LPG)
01/23/2023	School ST, Brooklyn, MI 49230	EMS call, excluding vehicle accident with injury
01/23/2023	White RD, Cement City, MI 49233	EMS call, excluding vehicle accident with injury
01/25/2023	Wamplers Lake RD, Brooklyn, MI 49230	Good intent call, other
01/25/2023	Wamplers Lake RD, Brooklyn, MI 49230	Assist police or other governmental agency
01/26/2023	W Mill Pond DR, Brooklyn, MI 49230	EMS call, excluding vehicle accident with injury
01/26/2023	Jefferson RD, Clarklake, MI 49234	No incident found on arrival at dispatch address
01/26/2023	S Main ST, Brooklyn, MI 49230	Motor vehicle accident with injuries
01/26/2023	Sherman ST, Brooklyn, MI 49230	Power line down
01/27/2023	Jefferson RD, Clarklake, MI 49234	Motor vehicle accident with no injuries.
01/27/2023	Nicole DR, Brooklyn, MI 49230	EMS call, excluding vehicle accident with injury
01/28/2023	Eagle Point RD, Clarklake, MI 49234	Cover assignment, standby, moveup
01/28/2023	Constitution AVE, Brooklyn, MI 49230	EMS call, excluding vehicle accident with injury
01/29/2023	Utopia DR, Clarklake, MI 49234	EMS call, excluding vehicle accident with injury
01/29/2023	Waterman RD, Brooklyn, MI 49230	EMS call, excluding vehicle accident with injury
01/30/2023	School ST, Brooklyn, MI 49230	Smoke scare, odor of smoke
01/31/2023	Palo Alto DR, Brooklyn, MI 49230	EMS call, excluding vehicle accident with injury
		Total incidents: 68

Lists the Incident Date, Street Name (including City, State, Zip), and Incident Type of incidents occurring within the given Date Range. Only Reviewed incidents are included.

December - February Zoning Report  
Wednesday, February 15, 2023

[illegible]



INVOICE GL DISTRIBUTION REPORT FOR COLUMBIA TOWNSHIP  
EXP CHECK RUN DATES 02/21/2023 - 02/21/2023  
JOURNALIZED

BOTH OPEN AND PAID

PAYABLES TO BE APPROVED BY BOARD 2/20/23

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
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Fund 101 General Fund						
Dept 101 GOVERNING BODY						
101-101-727.000	9X12 CLASP ENVELOPES	D.B.I. BUSINESS INTER OFFICE		284427-0	02/21/23	35.10
101-101-801.500	Professional Services	ORCHARD, HILTZ & MCCL	SEWER FEASIBILITY STUDY, SERVICES	59650	02/21/23	4,445.75
101-101-801.500	Professional Services	WILLIS & JURASEK, CPA	PAYROLL SVC FOR PAYROLL - JAN 23;	70088	02/21/23	400.00
101-101-826.000	Prof Services-Attorney	WHITE & HOTCHKISS, PL	JANUARY 2023 LEGAL SERVICES	19531	02/21/23	1,290.00
101-101-826.000	Prof Services-Attorney	WHITE & HOTCHKISS, PL	DECEMBER 2022 GENERAL LEGAL SERVIC	19236	02/21/23	1,530.00
101-101-880.000	Community Promotion	STERICICLE INC.	FEBRUARY 2023 HAZARDOUS DRUG DISPO	4011504571	02/21/23	365.39
101-101-880.000	Community Promotion	STERICICLE INC.	MARCH 2023 - HAZARDOUS DRUG DISPOS	4011573999	02/21/23	365.39
101-101-900.000	PRINTING	THE EXPONENT	2023 MEETING FOR 2/2/23 & 1/16/23 B	23848	02/21/23	45.00
101-101-958.000	Memberships	THE RIVER RAISIN WATE	2023 MEMBERSHIP DUES - RRWC	12272022	02/21/23	550.00
101-101-958.000	Memberships	VISA COMMUNITY CARD	SAMS CLUB MEMBERSHIP RENEWAL FOR 2	4053101524463SA	02/21/23	45.00

Dept 171 Supervisor						
101-171-719.000 Health Care						
BLUE CARE NETWORK OF						
MARCH 2023 HEALTH INS PREMIUM						
Total For Dept 171 Supervisor						
2,661.20						
Dept 172 ACCOUNTING DEPARTMENT						
101-172-719.000 Health Care						
101-172-958.000 Memberships						
101-172-961.100 TRAINING						
BLUE CARE NETWORK OF						
MARCH 2023 HEALTH INS PREMIUM						
Total For Dept 172 ACCOUNTING DEPARTMENT						
700.15						

Dept 215 Clerk Office						
101-215-719.000 Health Care						
101-215-946.000 Equipment Lease						
101-215-946.000 Equipment Lease						
101-215-958.000 Memberships						
BLUE CARE NETWORK OF						
MARCH 2023 HEALTH INS PREMIUM						
Total For Dept 215 Clerk Office						
2,092.90						

Dept 228 INFORMATION TECHNOLOGY						
101-228-727.200 software and license						
101-228-801.500 Professional Services						
101-228-960.900 VGA - HDMI CONVERTER						
101-228-967.100 COMPUTER EQUIPMENT						
BS&A SOFTWARE						
MARCH 2023 HEALTH INS PREMIUM						
Total For Dept 228 INFORMATION TECHNOLOGY						
2,804.57						

Dept 253 Treasurer						
101-253-870.000 Mileage						
101-253-958.000 Memberships						
JOHN CALHOUN						
JANUARY 2023 MILEAGE REIMBURSEMENT						
Total For Dept 253 Treasurer						
206.42						

Dept 257 Assessor						
101-257-719.000 Health Care						
101-257-801.500 Professional Services						
101-257-900.000 PRINTING						
BLUE CARE NETWORK OF						
MARCH 2023 HEALTH INS PREMIUM						
Total For Dept 257 Assessor						
3,636.78						

Dept 265 Hall and Grounds						
101-265-740.000 Gas and Oil						
101-265-776.100 Equip Maint and Supplies						
101-265-776.100 Equip Maint and Supplies						
101-265-776.100 Equip Maint and Supplies						
101-265-780.000 Consumable Supplies						
US BANK VOYAGER						
JANUARY 23						
Total For Dept 265 Hall and Grounds						
116.87						

GL Number      Inv. Line Desc      Vendor      Invoice Desc.      Invoice      Due Date      Amount Check

BOTH OPEN AND PAID  
JOURNALIZED

PAYABLES TO BE APPROVED BY BOARD 2/20/23

Fund 101 General Fund						
Dept 265 Hall and Grounds						
101-265-780.000	URINAL SCREENS	KSS ENTERPRISES	CLEANING/ RESTROOM SUPPLIES	1453437	02/21/23	370.09
101-265-853.000	Telephone/Pagers	VISA COMMUNITY CARD	SVC FROM 2/6/23-3/5/23- HYDE RD. S	COMCAST12323	02/21/23	171.40
101-265-853.000	Telephone/Pagers	VISA COMMUNITY CARD	SVC FROM JAN 28, 23- FEB 27, 23	01142023COMCAST	02/21/23	393.01
101-265-920.000	Utilities	VILLAGE OF BROOKLYN	WATER/SEWER BILL - 8500 JEFFERSON	02092023	02/21/23	96.91
101-265-931.000	Building Repair	MENARDS	SHELVING UNITS FOR NEW BUILDING ON	55569	02/21/23	449.97
101-265-931.000	Building Repair	VISA COMMUNITY CARD	MENARDS PURCHASE- NEW SHELVING UNI	MENARDS40798291	02/21/23	213.46
101-265-946.000	Equipment Lease	AMERICAN OFFICE SOLUT	C5465- USAGE PERIOD 1/10/23-2/9/23	IN328997	02/21/23	205.07
101-265-965.000	INSURANCE	EMC INSURANCE COMPANI	ADDITIONAL PREMIUM FOR INS AT LANE	E-35390012	02/21/23	261.00

Total For Dept 265 Hall and Grounds

2,470.49

Dept 301 Police						
101-301-693.000	SALE OF ASSETS	LIQUIDITY SERVICES OF	GOV DEALS - FEES FOR SALE OF COMM.	4087-012023	02/21/23	8.25
101-301-719.000	Health Care	BLUE CARE NETWORK OF	MARCH 2023 HEALTH INS PREMIUM	230380044202	02/21/23	5,852.13
101-301-740.000	Gas and Oil	US BANK VOYAGER	FUEL PURCHASES, JANUARY 23	8691711732305	02/21/23	1,673.54
101-301-776.100	Equip Maint and Supplies	AMERICAN OFFICE SOLUT	C10619, OVERCHARGE PERIOD 12/1/22-	IN328995	02/21/23	120.77
101-301-776.100	Equip Maint and Supplies	MICHIGAN STATE POLICE	C10619 OVERAGE PERIOD 1/1/23-1/31/	IN328996	02/21/23	93.61
101-301-805.000	PROFESSIONAL SERVICES-SO	WHITE & HOTCHKISS, PL	SOR REG FEES ENDING 1/31/23, C.GUN	551-610447	02/21/23	30.00
101-301-826.000	Prof Services-Attorney	VISA COMMUNITY CARD	REPRESENTATION FOR JANUARY - 2023	19392	02/21/23	750.00
101-301-853.000	Telephone/Pagers	SAXON INCORPORATED	SVC FROM JAN 28, 23- FEB 27, 23	01142023COMCAST	02/21/23	223.61
101-301-900.000	PRINTING	BROOKLYN AUTO CARE	BUSINESS CARDS - ALL OFFICERS	92037	02/21/23	537.78
101-301-939.100	VEHICLE #1	BROOKLYN AUTO CARE	OIL CHANGE - 2020 FORD POLICE VEHI	74810	02/21/23	20.00
101-301-939.100	VEHICLE #1	AMAZON CAPITAL SERVIC	2020 FORD POLICE VEHICLE - INSPECT	74842	02/21/23	20.00
101-301-978.100	EVIDENCE SUPPLY	MICHIGAN POLICE EQUIP	EVIDENCE SUPPLY	1133023907	02/21/23	21.10
101-301-978.100	GLOCK 17		FIREARM PURCHASE - STREAMLIGHT, CA	16024	02/21/23	613.00
101-301-978.100	EVIDENCE SUPPLY	SIRCHIE FINGER PRINT	EVIDENCE SUPPLY PURCHASE INV #0575	1000136779	02/21/23	197.90

Total For Dept 301 Police

10,161.69

Dept 336 Fire						
101-336-719.000	Health Care	BLUE CARE NETWORK OF	MARCH 2023 HEALTH INS PREMIUM	230380044202	02/21/23	1,955.41
101-336-740.000	Gas and Oil	US BANK VOYAGER	FUEL PURCHASES, JANUARY 23	8691711732305	02/21/23	173.25
101-336-776.100	Equip Maint and Supplies	GREAT LAKES ACE	FURNITURE POLISH; CATCH MAGNETIC P	11038/194	02/21/23	22.38
101-336-776.100	Equip Maint and Supplies	GREAT LAKES ACE	PICTURE HANG STRIPS; LEVEL	11046/194	02/21/23	41.77
101-336-776.100	BUILDING EMERGENCY LIGHT	INTERSTATE ALL BATTER	BUILDING EMERGENCY LIGHT BATTERIES	1903601023626	02/21/23	160.80
101-336-780.000	Consumable Supplies	AIR-GAS USA, LLC	4- OXYGEN TANK RENTALS	9994403135	02/21/23	161.52
101-336-780.000	Consumable Supplies	AIR-GAS USA, LLC	OXYGEN USP MEDICAL PURE 200 CGA -4	9134511013	02/21/23	455.55
101-336-780.000	MEDICAL SUPPLIES	BOOND TREE MEDICAL, L	MEDICAL SUPPLIES	848328276	02/21/23	559.21
101-336-853.000	Telephone/Pagers	VISA COMMUNITY CARD	SVC FROM JAN 28, 23- FEB 27, 23	01142023COMCAST	02/21/23	60.99
101-336-961.100	TRAINING	EASTERN MICHIGAN UNIV	S.COTA - EXECUTIVE LEADERSHIP PROG	S3745190	02/21/23	3,500.00

Total For Dept 336 Fire

7,090.88

Dept 371 BUILDING INSPECTOR						
101-371-719.000	Health Care	BLUE CARE NETWORK OF	MARCH 2023 HEALTH INS PREMIUM	230380044202	02/21/23	761.63
101-371-801.500	Professional Services	THE BARTLOW CORPORATI	JANUARY 2023 BUILDING INSPECTIONS	02092023	02/21/23	2,450.00
101-371-801.540	PROFESSIONAL SERVICES- E	MARTIN RISKE ELEC. IN	JANUARY 2023 ELECTRICAL INSPECTION	1262	02/21/23	3,900.00
101-371-801.550	PROFESSIONAL SERVICES- M	UNIVERSAL MECHANICAL	JANUARY 2023 MECHANICAL INSPECTION	2173	02/21/23	845.00
101-371-801.560	PROFESSIONAL SVCS - PLUM	TT PLUMBING LLC	JANUARY 2023 PLUMBING INSPECTIONS	02092023	02/21/23	585.00

Total For Dept 371 BUILDING INSPECTOR

8,541.63

Dept 567 CEMETERY AND GROUNDS						
101-567-801.500	Professional Services	VISA COMMUNITY CARD	ABC REPRODUCTION INV - CEMETERY MA	013432	02/21/23	98.00

Total For Dept 567 CEMETERY AND GROUNDS

98.00

Dept 701 PLANNING

GL Number      Inv. line Desc      Vendor      PAYABLES TO BE APPROVED BY BOARD 2/20/23      Invoice Desc.      Invoice      Due Date      Amount Check

Fund 101 General Fund							
Dept 701 PLANNING							
101-701-703.000	Salaries	FRANK JENSON	QUARTERLY PLANNING MEETING 2/7/23	020920233	02/21/23	75.00	
101-701-703.000	Salaries	HOLLIS JEFFREYS	QUARTERLY PLANNING MEETING 2/7/23	020920232	02/21/23	75.00	
101-701-703.000	Salaries	KRISIE BARNES	QUARTERLY PLANNING MEETING 2/7/23	020920234	02/21/23	75.00	
101-701-703.000	Salaries	MICHAEL MCKAY	QUARTERLY PLANNING MEETING 2/7/23	020920235	02/21/23	75.00	
101-701-703.000	Salaries	WALTER REED	QUARTERLY PLANNING MEETING, 2/7/23	020920236	02/21/23	75.00	
101-701-703.800	Chairperson wages	MIKE TROUT	QUARTERLY PLANNING MEETING, 2/7/23	020920231	02/21/23	100.00	
101-701-703.800	Chairperson wages	WANTY, TODD	QUARTERLY PLANNING COMMISSION 2/7/	020920234	02/21/23	100.00	

Dept 702 ZONING							
101-702-620.600	PROJECT REVIEW FEES	MISC	ESCROW REFUND FOR RODNEY PARTIDGE	02152022	02/21/23	4,430.00	
101-702-703.000	Salaries	DIANA POTTS	ZBA HEARING 2/2/23-DIEKMAN, LAUBAC	020920233	02/21/23	75.00	
101-702-703.000	Salaries	HOLLIS JEFFREYS	ZBA HEARING 2/2/23-DIEKMAN, LAUBAC	020920235	02/21/23	75.00	
101-702-703.000	Salaries	JERRY KING	ZBA HEARING 2/2/23-DIEKMAN, LUBACH	020920234	02/21/23	75.00	
101-702-703.000	Salaries	TIFFANY SCOTT	ZBA HEARING - 2/2/23 - DIEKMAN/LUB	020920231	02/21/23	75.00	
101-702-703.700	Extra Hearings	DIANA POTTS	ZBA HEARING 2/2/23-DIEKMAN, LAUBAC	020920233	02/21/23	50.00	
101-702-703.700	Extra Hearings	HOLLIS JEFFREYS	ZBA HEARING 2/2/23-DIEKMAN, LAUBAC	020920235	02/21/23	50.00	
101-702-703.700	Extra Hearings	JERRY KING	ZBA HEARING 2/2/23-DIEKMAN, LUBACH	020920234	02/21/23	50.00	
101-702-703.700	Extra Hearings	ROBIN TACKETT	ZBA HEARING 2/2/23; DIEKMAN, LUBAC	020920231	02/21/23	50.00	
101-702-703.800	Extra Hearings	TIFFANY SCOTT	ZBA HEARING - 2/2/23 - DIEKMAN, LUBAC	020920231	02/21/23	50.00	
101-702-730.000	Chairperson wages	ROBIN TACKETT	ZBA HEARING 2/2/23; DIEKMAN, LUBAC	020920231	02/21/23	100.00	
101-702-730.000	Postage	VISA COMMUNITY CARD	POSTAGE FOR ZONING MEETING MAILING	622USPS	02/21/23	24.39	
101-702-740.000	Gas and Oil	LAND PLAN INC	FUEL PURCHASES, JANUARY 23	8691711732305	02/21/23	162.63	
101-702-801.500	Professional Services	WHITE & HOTCHKISS, PL	PROF SERVICES RENDERED, JANUARY 20	JAN2023	02/21/23	1,023.40	
101-702-826.000	Prof Services-Attorney	WHITE & HOTCHKISS, PL	DECEMBER 2022 GENERAL LEGAL SERVIC	19236	02/21/23	3,360.00	
101-702-826.000	Prof Services-Attorney	JACKSON COUNTY LEGAL	1-YEAR RENEWAL SUB. FOR JACKSON CT	02062023	02/21/23	2,640.00	
101-702-900.000	PRINTING	THE EXPONENT	ZBA MEETING FOR 2/2/23 & 1/16/23 B	23848	02/21/23	40.00	
101-702-900.000	PRINTING				02/21/23	106.88	

Total For Dept 702 ZONING 12,437.30

Dept 901 CAPITAL OUTLAY							
101-901-693.000	SALE OF ASSETS	LIQUIDITY SERVICES OF	GOV DEALS - FEES FOR SALE OF COMM.	4087-012023	02/21/23	48.82	

Total For Dept 901 CAPITAL OUTLAY 48.82

Total For Fund 101 General Fund 62,597.46

Fund 590 Sewer Fund							
Dept 000 Revenue							
590-000-300.300	BONDS PAYABLE	JACKSON COUNTY WASTEW	LAKE COLUMBIA 2012 REFUNDING BONDS	APRIL2023	02/21/23	430,000.00	
590-000-776.110	EQUIP MAINT & SUPPLIES-S	SUPERIOR INDUSTRIAL S	PORTABLE GENERATOR SERVICES - GENE	502154	02/21/23	5,025.00	
590-000-801.500	Professional Services	JACKSON COUNTY REGIST	EASEMENT FILING FEES FRO 117 & 213	01232023	02/21/23	90.00	
590-000-801.500	Professional Services	M&K JETTING AND TELEV	JET/VAC LIFT STATIONS - HEWITT/HAY	230182	02/21/23	2,200.00	
590-000-801.510	Professional Services	M&K JETTING AND TELEV	JET/VAC LIFT STATIONS; EQ BASIN, K	230131	02/21/23	575.00	
590-000-801.510	PROF SVCS- SOUTH. INT	M&K JETTING AND TELEV	JET/VAC LIFT STATIONS - PROF SVCS THROU	59649	02/21/23	1,150.00	
590-000-825.100	Treatment Expense-MIS	LEONI TOWNSHIP	EQ BASIN REPAIRS - PROF SVCS THROU	020920231	02/21/23	320.00	
590-000-825.300	Treatment Expense-Columb	LEONI TOWNSHIP	DECEMBER 2022 TREATMENT - MIS	020920232	02/21/23	1,400.83	
590-000-853.000	Telephone/Pagers	VISA COMMUNITY CARD	FRONTIER BILLING-EMERGENCY SEWER N	FRONTIER010723	02/21/23	66,848.87	
590-000-853.000	Telephone/Pagers	VISA COMMUNITY CARD	FRONTIER CHARGES, SEWER EMERGENCY	FRONTIER20723	02/21/23	37.54	

Total For Dept 000 Revenue 507,684.78

Dept 539 Lake Columbia Sewer Extension							
590-539-665.000	Interest and Penalties	JACKSON COUNTY WASTEW	LAKE COLUMBIA 2012 REFUNDING BONDS	APRIL2023	02/21/23	250.00	

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INVOICE GL DISTRIBUTION REPORT FOR COLUMBIA TOWNSHIP  
EXP CHECK RUN DATES 02/21/2023 - 02/21/2023

JOURNALIZED

BOTH OPEN AND PAID

PAYABLES TO BE APPROVED BY BOARD 2/20/23

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
Fund Totals:						
		Fund 101 General Fund				62,597.46
		Fund 590 Sewer Fund				521,059.78
		Fund 597 Vineyard Lake Sewer Fund				331,589.89
		Fund 703 CurrentTax Fund				352.68
Total For All Funds:						915,609.81

GL Number      Inv. Line Desc      Vendor      Invoice Desc.      Invoice      Due Date      Amount      Check

PRIOR PAYABLES TO BE APPROVED BY BOARD 2/20/23  
BOTH OPEN AND PAID

Fund 101 General Fund							
Dept 101 GOVERNING BODY							
101-101-719.000	Health Care	KANSAS CITY LIFE INSU	FEBRUARY 2023 DENTAL, LIFE, VISION,	01182023	01/18/23	8.25	20352
101-101-720.000	Life Insurance	KANSAS CITY LIFE INSU	FEBRUARY 2023 DENTAL, LIFE, VISION,	01182023	01/18/23	98.00	20352
101-101-727.000	Office Supplies	VISA COMMUNITY CARD	NEW ADDRESS STAMP	BANK-A-COUNT118	02/09/23	46.00	146
101-101-801.500	Professional Services	ORCHARD, HILTZ & MCCL	SEWER FEASIBILITY STUDY, FOR SERVI	58681	01/23/23	3,575.00	20368
101-101-801.500	Professional Services	POINT & PAY	NOVEMBER 2022 E-CHECK CHARGES	5494-2021-011-V	01/23/23	11.00	20369
101-101-801.500	Professional Services	WILLIS & JURASEK, CPA	AUDIT SERVICES FOR YEAR ENDING 6/3	69965	01/23/23	5,250.00	20373
101-101-801.500	Professional Services	MDK RECYCLING LLC	SCANNED BLACK & WHITE IMAGES/ LABO	170039	02/09/23	257.50	20366
101-101-801.500	Professional Services	POINT & PAY	DECEMBER 2022 E-CHECK FEE	5494-2022-012-V	02/09/23	173.00	20369
101-101-880.000	Professional Services	WILLIS & JURASEK, CPA	DONATION FOR SAFE ROUTE TO SCHOOLS	69989	02/09/23	275.00	20373
101-101-900.000	Community Promotion	IRISH HILLS LEGACY CO	TWP RESIDENT SURVEY; MTG SYNOPSIS	09192022	02/15/23	25,000.00	20374
101-101-900.000	PRINTING	THE EXPONENT	2023 MISS DIG MEMBERSHIP FEES	23344	01/18/23	101.25	20356
101-101-958.000	Memberships	MISS DIG		20231181	01/23/23	537.02	20367

Dept 171 Supervisor							
101-171-719.000	Health Care	BLUE CARE NETWORK OF	FEBRUARY 2023 HEALTH INSURANCE PRE	230110010099	01/18/23	2,661.20	20350
101-171-719.000	Health Care	KANSAS CITY LIFE INSU	FEBRUARY 2023 DENTAL, LIFE, VISION,	01182023	01/18/23	90.64	20352
101-171-720.000	Life Insurance	KANSAS CITY LIFE INSU	FEBRUARY 2023 DENTAL, LIFE, VISION,	01182023	01/18/23	97.02	20352
Total For Dept 171 Supervisor						35,332.02	

Dept 172 ACCOUNTING DEPARTMENT							
101-172-719.000	Health Care	BLUE CARE NETWORK OF	FEBRUARY 2023 HEALTH INSURANCE PRE	230110010099	01/18/23	476.15	30
101-172-719.000	Health Care	KANSAS CITY LIFE INSU	FEBRUARY 2023 DENTAL, LIFE, VISION,	01182023	01/18/23	82.40	32
101-172-720.000	Life Insurance	KANSAS CITY LIFE INSU	FEBRUARY 2023 DENTAL, LIFE, VISION,	01182023	01/18/23	82.00	32
Total For Dept 172 ACCOUNTING DEPARTMENT						2,848.86	

Dept 215 Clerk Office							
101-215-719.000	Health Care	BLUE CARE NETWORK OF	FEBRUARY 2023 HEALTH INSURANCE PRE	230110010099	01/18/23	2,006.10	20350
101-215-719.000	Health Care	KANSAS CITY LIFE INSU	FEBRUARY 2023 DENTAL, LIFE, VISION,	01182023	01/18/23	90.64	20352
101-215-720.000	Life Insurance	KANSAS CITY LIFE INSU	FEBRUARY 2023 DENTAL, LIFE, VISION,	01182023	01/18/23	66.94	20352
Total For Dept 215 Clerk Office						2,163.68	

Dept 228 INFORMATION TECHNOLOGY							
101-228-801.500	Professional Services	VISA COMMUNITY CARD	ZOOM MONTHLY SUBSCRIPTION FOR VIRU	ZOOM119	02/09/23	67.83	146
101-228-967.200	EQUIPMENT - SOFTWARE	BS&A SOFTWARE	CEMETERY MANAGEMENT .NET PROGRAM	145635	02/01/23	825.00	20360
Total For Dept 228 INFORMATION TECHNOLOGY						892.83	

Dept 253 Treasurer							
101-253-719.000	Health Care	KANSAS CITY LIFE INSU	FEBRUARY 2023 DENTAL, LIFE, VISION,	01182023	01/18/23	129.04	20352
101-253-720.000	Life Insurance	KANSAS CITY LIFE INSU	FEBRUARY 2023 DENTAL, LIFE, VISION,	01182023	01/18/23	72.94	20352
Total For Dept 253 Treasurer						201.98	

Dept 257 Assessor							
101-257-719.000	Health Care	BLUE CARE NETWORK OF	FEBRUARY 2023 HEALTH INSURANCE PRE	230110010099	01/18/23	1,296.78	20350
101-257-719.000	Health Care	KANSAS CITY LIFE INSU	FEBRUARY 2023 DENTAL, LIFE, VISION,	01182023	01/18/23	90.64	20352
101-257-720.000	Life Insurance	KANSAS CITY LIFE INSU	FEBRUARY 2023 DENTAL, LIFE, VISION,	01182023	01/18/23	82.00	20352
101-257-958.000	Memberships	MICHIGAN ASSESSORS AS	MAA 2023 MEMBERSHIP FEE, B.SMALL	011823	01/18/23	95.00	20354
Total For Dept 257 Assessor						1,564.42	

Dept 265 Hall and Grounds							
101-265-720.000	Life Insurance	KANSAS CITY LIFE INSU	FEBRUARY 2023 DENTAL, LIFE, VISION,	01182023	01/18/23	77.14	20352
101-265-740.000	Gas and Oil	US BANK VOYAGER	DECEMBER 2022 GAS CARD PURCHASES	8691711732301	01/18/23	56.30	20357
101-265-776.100	Equip Maint and Supplies	BROOKLYN PLUMBING & H	REPLACED BAD FAN MOTOR ON HANGING	WO-2375	01/23/23	567.41	20359

BOTH OPEN AND PAID

PRIOR PAYABLES TO BE APPROVED BY BOARD 2/20/23

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
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Fund 101 General Fund									
Dept 265 Hall and Grounds	Equip Maint and Supplies	GREAT LAKES ACE	PAINT FOR WALLS	11025/194	01/23/23	66.48	20364		
101-265-776.100	Professional Services	BRYAN'S HOME IMPROVEM	LABOR FOR BATHROOM & HALLWAY REMOD	01182023	01/18/23	3,584.00	20351		
101-265-801.500	Professional Services	BROOKLYN PLUMBING & H	REPLACED BAD FAN MOTOR ON HANGING	WO-2375	01/23/23	123.00	20359		
101-265-920.000	Utilities	CONSUMERS ENERGY	113 LANE ST, 12/27/22-1/25/23 - 43	204656390477	02/05/23	493.32	20363		
101-265-920.000	Utilities	CONSUMERS ENERGY	8500 JEFFERSON RD. LS, 12/27/22-1/	205546268140	02/05/23	1,006.04	20363		
101-265-920.000	Utilities	CLEARWATER	7-5 GAL WATER REFILLS	72980	02/09/23	45.50	20362		
101-265-920.000	Utilities	CONSUMERS ENERGY	8502 JEFFERSON RD., OUTBUILDING -	202965564892	02/09/23	56.63	20363		
101-265-920.000	Utilities	VILLAGE OF BROOKLYN	SEWER/WATER BILLING 113 LANE ST.,	020920232	02/09/23	74.14	20372		
101-265-930.000	Repair and Maintenance	MODERN WASTE	FEBRUARY 2023 COMMERCIAL GARBAGE S	3491194	01/18/23	68.63	20355		
101-265-978.100	Equipment	BROOKLYN PLUMBING & H	REZNOR HANGING HEATER	22-457	01/23/23	3,971.00	20359		

Total For Dept 265 Hall and Grounds

10,189.59

Dept 301 Police	Health Care	BLUE CARE NETWORK OF	FEBRUARY 2023 HEALTH INSURANCE PRE	230110010099	01/18/23	5,852.13	20350
101-301-719.000	Health Care	KANSAS CITY LIFE INSU	FEBRUARY 2023 DENTAL, LIFE, VISION,	01182023	01/18/23	586.49	20352
101-301-720.000	Life Insurance	KANSAS CITY LIFE INSU	FEBRUARY 2023 DENTAL, LIFE, VISION,	01182023	01/18/23	629.39	20352
101-301-740.000	Gas and Oil	US BANK VOYAGER	DECEMBER 2022 GAS CARD PURCHASES	8691711732301	01/18/23	1,671.57	20357
101-301-768.000	Clothing Allowance	UNIQUE DESIGN SCREENP	PUL OVER WINDBREAKER	12623	02/05/23	40.00	20371
101-301-776.100	Equip Maint and Supplies	CERTASITE, LLC	FIRE EXTINGUISHER RECHARGE - PD	12512321	02/05/23	219.79	20361
101-301-853.000	Telephone/Pagers	AT&T	ISSUE DATE 1/11/23	287312197147X01	01/25/23	137.49	58
101-301-900.000	PRINTING	THE EXPONENT	500 #10 ENVELOPES FOR PD	23748	02/10/23	99.00	
101-301-920.000	Utilities	CONSUMERS ENERGY	8500 JEFFERSON RD. LS, 12/27/22-1/	205546268140	02/05/23	274.37	63

Total For Dept 301 Police

9,510.23

Dept 336 Fire	Health Care	BLUE CARE NETWORK OF	FEBRUARY 2023 HEALTH INSURANCE PRE	230110010099	01/18/23	1,955.41	20350
101-336-719.000	Health Care	KANSAS CITY LIFE INSU	FEBRUARY 2023 DENTAL, LIFE, VISION,	01182023	01/18/23	159.66	20352
101-336-720.000	Life Insurance	KANSAS CITY LIFE INSU	FEBRUARY 2023 DENTAL, LIFE, VISION,	01182023	01/18/23	82.00	20352
101-336-740.000	Gas and Oil	US BANK VOYAGER	DECEMBER 2022 GAS CARD PURCHASES	8691711732301	01/18/23	149.15	20357
101-336-776.100	Equip Maint and Supplies	VISA COMMUNITY CARD	PD - TWO RUBBER DOOR MATS	134A-48450	02/13/23	789.62	146
101-336-851.000	Radio Maintenance	VISA COMMUNITY CARD	ACTIVATION FEE FOR 1/5/23-1/11/23	23-000219	02/13/23	250.00	146
101-336-853.000	Telephone/Pagers	AT&T	ISSUE DATE 1/11/23	287312197147X01	01/25/23	137.49	20358
101-336-920.000	Utilities	CONSUMERS ENERGY	8500 JEFFERSON RD. LS, 12/27/22-1/	205546268140	02/05/23	548.75	20363
101-336-920.000	Utilities	CONSUMERS ENERGY	HYDE RD. STATION 2 12/30/22-1/30/2	206346975512	02/09/23	335.71	20363
101-336-961.100	TRAINING	RICHARD JASON MORIN	2-HRS - EMS CE OPERATIONS COMMAND	23-001	02/05/23	120.00	20370

Total For Dept 336 Fire

4,527.79

Dept 371 BUILDING INSPECTOR	Health Care	BLUE CARE NETWORK OF	FEBRUARY 2023 HEALTH INSURANCE PRE	230110010099	01/18/23	761.63	20350
101-371-719.000	Health Care	KANSAS CITY LIFE INSU	FEBRUARY 2023 DENTAL, LIFE, VISION,	01182023	01/18/23	90.64	20352
101-371-719.000	Health Care	KANSAS CITY LIFE INSU	FEBRUARY 2023 DENTAL, LIFE, VISION,	01182023	01/18/23	71.18	20352

Total For Dept 371 BUILDING INSPECTOR

923.45

Dept 463 Highways and Streets	Street Lighting	CONSUMERS ENERGY	STREETLIGHTS, JAN 23-1724	206969598063	02/09/23	11.96	20363
101-463-920.100	Street Lighting	CONSUMERS ENERGY	STREETLIGHTS, JANUARY 2023 - 8929	203944481158	02/09/23	701.89	20363
101-463-920.100	Street Lighting	CONSUMERS ENERGY	STREETLIGHTS, JANUARY 2023 -0641	205902240252	02/09/23	826.17	20363
101-463-920.100	Street Lighting	CONSUMERS ENERGY	STREETLIGHTS, JANUARY 2023 - 9957	205902240251	02/09/23	57.06	20363

Total For Dept 463 Highways and Streets

1,597.08

Dept 537 Sewer	Prof Services-Acct	WILLIS & JURASEK, CPA	AUDIT SERVICES FOR YEAR ENDING 6/3	69965	01/23/23	2,910.00	20373
101-537-801.000	Memberships	MISS DIG	2023 MISS DIG MEMBERSHIP FEES	20231181	01/23/23	537.02	20367





GL Number      Inv. Line Desc      Vendor      Invoice      Due Date      Amount      Check

Fund 590 Sewer Fund					
Dept 000 Revenue					
590-000-920.000	Utilities	CONSUMERS ENERGY	N.LAKE RD. LS, 12/28/22-1/26/23-16	206346971740	02/05/23 532.87 4659
590-000-920.000	Utilities	CONSUMERS ENERGY	EAGLE POINT RD. LS, 12/28/22-1/26/	206346971739	02/05/23 198.54 4659
590-000-920.000	Utilities	CONSUMERS ENERGY	HAYES RD. LS, 12/27/22-1/25/23 - 8	203588519386	02/05/23 210.05 4659
590-000-920.000	Utilities	CONSUMERS ENERGY	HEWITT RD. LS, 12/27/22-1/25/23 -	205546268139	02/05/23 231.38 4659
590-000-920.000	Utilities	CONSUMERS ENERGY	M-50 LS, 12/27/22-1/25/23 - 5330	202253658745	02/05/23 30.07 4659
590-000-920.000	Utilities	CONSUMERS ENERGY	CADY RD. LS, 12/23/22-1/24/23-9078	202876565380	02/05/23 876.51 4659
590-000-920.001	UTILITIES-SOUTH INT.	CONSUMERS ENERGY	THORNE RD. LS, 1/3/23-1/31/23 - 12	204656397465	02/09/23 308.29 4659
590-000-920.001	UTILITIES-SOUTH INT.	CONSUMERS ENERGY	VICARY RD LS, 12/29/22-1/29/23 - 0	201274792783	02/09/23 395.25 4659
590-000-920.001	UTILITIES-SOUTH INT.	CONSUMERS ENERGY	RIVERSIDE RD. LS, 12/27/22-1/25/23	601013184485	02/09/23 3,042.89 4659

Fund 597 Vineyard Lake Sewer Fund					
Dept 000 Revenue					
597-000-776.100	Equip Maint and Supplies	JK OF MICHIGAN LLC	DECEMBER 2022 O&M CHARGES/NON-ROUT	23025	02/09/23 469.28 2632
597-000-801.500	Professional Services	UTILITIES INSTRUMENTA	SCADA MODIFICATIONS PER QUOTE #221	530369259	01/25/23 7,858.30 2629
597-000-801.500	Professional Services	JK OF MICHIGAN LLC	DECEMBER 2022 O&M CHARGES/NON-ROUT	23025	02/09/23 1,025.00 2632
597-000-801.700	Prof Serv-Brooklyn	JK OF MICHIGAN LLC	DECEMBER 2022 O&M CHARGES/NON-ROUT	23025	02/09/23 5,062.20 2632
597-000-802.000	Prof Serv-Contracted	JK OF MICHIGAN LLC	DECEMBER 2022 O&M CHARGES/NON-ROUT	23025	02/09/23 240.00 2632
597-000-853.000	Telephone/Pagers	AMBS CALL CENTER	SVC PERIOD 2/1/23-2/28/23; USAGE P	230100422	02/05/23 99.71 30
597-000-920.000	Utilities	CONSUMERS ENERGY	VENTURA DR. LS, 12/27/22-1/25/23 -	205546268137	02/05/23 404.15 31
597-000-920.000	Utilities	CONSUMERS ENERGY	WAMPLERS LK RD. LS, 12/27/22-1/25/	205546268138	02/05/23 255.26 31
Total For Dept 000 Revenue					15,413.90
Total For Fund 597 Vineyard Lake Sewer Fund					15,413.90

Fund 703 CurrentTax Fund					
Dept 000 Revenue					
703-000-275.100	DUE TO TAXPAYERS-OVPMNT-A	AEG DEVELOPMENT LLC	2022 Win Tax Refund 000-19-24-481-	01/18/2023	01/18/23 47.44 2277
703-000-275.100	DUE TO TAXPAYERS-OVPMNT-A	CORELOGIC	2022 Win Tax Refund 000-19-36-151-	01/18/2023	01/18/23 996.25 2278
703-000-275.100	DUE TO TAXPAYERS-OVPMNT-A	CORELOGIC	2022 Win Tax Refund 000-19-28-404-	01/18/2023	01/18/23 2,475.85 2278
703-000-275.100	DUE TO TAXPAYERS-OVPMNT-A	CORELOGIC	2022 Win Tax Refund 000-19-15-328-	01/18/2023	01/18/23 349.28 2278
703-000-275.100	DUE TO TAXPAYERS-OVPMNT-A	CORELOGIC	2022 Win Tax Refund 000-19-24-228-	01/18/2023	01/18/23 1,122.80 2278
703-000-275.100	DUE TO TAXPAYERS-OVPMNT-A	CORELOGIC	2022 Win Tax Refund 000-19-20-129-	01/18/2023	01/18/23 1,164.69 2278
703-000-275.100	DUE TO TAXPAYERS-OVPMNT-A	CORELOGIC	2022 Win Tax Refund 000-19-22-427-	01/18/2023	01/18/23 717.36 2278
703-000-275.100	DUE TO TAXPAYERS-OVPMNT-A	CORELOGIC	2022 Win Tax Refund 000-19-23-301-	01/18/2023	01/18/23 1,316.07 2278
703-000-275.100	DUE TO TAXPAYERS-OVPMNT-A	CORELOGIC	2022 Win Tax Refund 000-19-26-359-	01/18/2023	01/18/23 380.94 2278
703-000-275.100	DUE TO TAXPAYERS-OVPMNT-A	CORELOGIC	2022 Win Tax Refund 000-19-24-455-	01/18/2023	01/18/23 62.20 2278
703-000-275.100	DUE TO TAXPAYERS-OVPMNT-A	CORELOGIC	2022 Win Tax Refund 000-19-27-276-	01/18/2023	01/18/23 999.45 2278
703-000-275.100	DUE TO TAXPAYERS-OVPMNT-A	CORELOGIC	2022 Win Tax Refund 000-19-08-226-	01/18/2023	01/18/23 326.73 2278
703-000-275.100	DUE TO TAXPAYERS-OVPMNT-A	CORELOGIC	2022 Win Tax Refund 000-19-34-179-	01/18/2023	01/18/23 386.23 2278
703-000-275.100	DUE TO TAXPAYERS-OVPMNT-A	CORELOGIC	2022 Win Tax Refund 000-20-19-377-	01/18/2023	01/18/23 443.04 2278
703-000-275.100	DUE TO TAXPAYERS-OVPMNT-A	CORELOGIC	2022 Win Tax Refund 000-19-33-279-	01/18/2023	01/18/23 1,991.24 2278
703-000-275.100	DUE TO TAXPAYERS-OVPMNT-A	CORELOGIC	2022 Win Tax Refund 000-19-16-352-	01/18/2023	01/18/23 915.50 2278
703-000-275.100	DUE TO TAXPAYERS-OVPMNT-A	EVANSON CARL T/ABIGAI	2022 Sum Tax Refund 000-19-16-351-	01/18/2023	01/18/23 31.08 2279
703-000-275.100	DUE TO TAXPAYERS-OVPMNT-A	LERETA	2022 Win Tax Refund 000-19-24-455-	01/18/2023	01/18/23 1,352.68 2280
703-000-275.100	DUE TO TAXPAYERS-OVPMNT-A	STAEIGRAEVE JAMES A/J	2022 Win Tax Refund 000-19-15-381-	01/18/2023	01/18/23 169.79 2281
Total For Dept 000 Revenue					15,248.62
Total For Fund 703 CurrentTax Fund					15,248.62

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
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BOTH OPEN AND PAID  
PRIOR PAYABLES TO BE APPROVED BY BOARD 2/20/23

Fund Totals:

Fund 101 General Fund	77,757.87
Fund 590 Sewer Fund	248,664.85
Fund 597 Vineyard Lake Sewer Fund	15,413.90
Fund 703 CurrentTax Fund	15,248.62

Total For All Funds:	357,085.24
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**Who is your DELEGATE / REPRESENTATIVE - 2023?**

**Delegate Name:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Phone- Office #:** \_\_\_\_\_ **Cell #:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Do you have an ALTERNATE DELEGATE / REPRESENTATIVE?**

**Alternate Name:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Phone- Office #:** \_\_\_\_\_ **Cell #:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

Upon dues payment - Please submit this document, for our records, via scanner to email *OR* mail *OR* phone message.

*E-Mail:*

[rrwc@lenawee.mi.us](mailto:rrwc@lenawee.mi.us)

*Mailing Address:*

320 Springbrook Ave. Suite 102.  
Adrian, MI 49221

*Office Phone:*

(517) 264-4754



Stephen R. May  
Executive Director

**River Raisin**  
Watershed Council  
Partner - Protect - Preserve

320 Springbrook Ave. Suite 102  
Adrian, MI 49221  
(517) 264-4754  
[www.riverraisin.org](http://www.riverraisin.org)

## Cathy Hulburt

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**From:** Scott Cota  
**Sent:** Thursday, February 2, 2023 10:53 AM  
**To:** Barry Marsh; Heather Peterson; Cathy Hulburt  
**Cc:** Scott Cota  
**Subject:** Board Action Items for the FD

Hello All,

Annie Wallen a former firefighter wishes to come back to the department, Annie left on great terms to go to the City of Jackson Fire Department a few years back, where she excelled there as she did here. Annie requires no training and would just be added back onto the department and would be a great asset as she has gained some great training since then.

Also, I would like to have Bryan Sleeman fill the vacant fulltime position here on the department. I feel he would be a good fit and could further his training here at the department. At this time I am not looking to fill the Assistant Chiefs spot due to low manpower, and that I believe it would be easier to fill that void when the time and manpower dictated that. Bryan is a very dedicated individual and has done a great job in his current role as a Lieutenant. It is much easier to fill this vacant spot with someone that already understands the department and it's needs.

Scott Cota  
Fire Chief/CFI 08-0155  
Columbia Township Fire Department  
MABAS Division 3104  
8500 Jefferson Rd.  
Brooklyn, Mi 49230  
Office 517-592-8654  
Fax 517-592-8115





# COLUMBIA TOWNSHIP FIRE DEPARTMENT

8500 Jefferson Road

Brooklyn, Michigan 49230

Phone: (517) 592-8654

Fax: (517) 592-8115

Scott Cota, Fire Chief

Mr. Supervisor,

Regarding the open full-time position, I have spent some time thinking about what this department needs as far as filling the position. Although the original position was filled when I started as a Fire Inspector, since then things have changed dramatically with the increase in call volume.

At this time with the low manpower, I do not see the need to fill the vacant position with an Assistant Chief, as much as just having a second person to lessen the day-to-day burden and to provide a second person for safety reasons on calls.

I feel Bryan Sleeman would be a great fit for this position, Bryan has proven year after year that he is dedicated to the department and to the community in which he lives.

Bryan has demonstrated the desire to lead within the department and has selfishly taken on more responsibilities to further his education as a Lieutenant and is currently finishing a course slated for Chief Officer's. In time, I believe he could fill the Assistant Chief position as he continues to educate himself and gain more administrative knowledge.

I would like the board to consider approving Lt. Sleeman to fill the vacant full-time position starting March 1<sup>st</sup>. I would entertain a starting wage of \$45,000 and after hour call back time like he is doing now as a paid-on call. We can discuss this in a personnel committee meeting, hopefully prior to the next board meeting.

Fire Chief

Scott A. Cota

517-592-8654

scota@twp.columbia.mi.us

# COLUMBIA TOWNSHIP POLICE DEPARTMENT

8500 Jefferson Road  
Brooklyn, Michigan 49230



Jay Niles, Chief  
517-592-3122 Main  
517-592-8737 Fax

To: Board of Trustees

From: Chief Jay Niles

Date: February 20, 2023

Re: School Liaison Update

At the June 2022 board meeting the topic of an additional school resource officer was discussed. There have been new developments on this front that I would like you to be aware of. This past fall opportunities for grant funds were announced by the State of Michigan, specifically to grant fund an identified need for school resource officers across the state. This grant opportunity required that the individual school systems apply for the funding. Therefore, the Columbia School District applied for the grant and was one of four school systems in Jackson County to be awarded such grant. Attached, with the memo, is a copy of the award letter provided to the school district.

As a part of the grant application process for the state funding, the school system required we provide an hourly rate to them for a school liaison officer to be dedicated to the school system on a full-time basis. Utilizing the collective bargaining agreement and adding the necessary amounts to compensate for taxes, benefits, and training, an annual fixed amount was established totaling \$52,080. This dollar amount will completely fund a school resource officer position for the entire school year at current rates.

The only remaining variable for this funding opportunity is the portion of the calendar year when school is not in session. Historically there has been a sixth full-time spot allocated to the police department. Recently this position has not been filled nor budgeted for. The remaining portion beyond the school year would total approximately \$17,000. The additional funding will be needed to make this school liaison position a full-time year-round position. This additional officer will benefit the township in that during the summer months we will have an additional patrol available during our busiest and most populous time of year. There is a scenario whereby our current part-time officer would end up in this newly created position. This would free up a part-time salary that would not currently have a need to be back filled given the additional patrol created in the summer.

I have generated a Memo of Agreement that the township and school district would be required to enter into for participation in the grant. This document will serve a dual purpose as to ensure the requirements of the program are met, but also provide assurance of the funding source. I provided a copy of the Memo of Agreement to Mr. White's office for review. He has since reviewed and approved the content of this document. The Memo of Agreement is also attached with this document.

Therefore, I respectfully request that the board authorize this Memo of Agreement with the Columbia School District. It is of the utmost importance to the school district to begin this additional school resource officer position as soon as possible. This will ensure that the priority of ensuring the health and safety of our children and community will be further augmented.

## MEMORANDUM OF AGREEMENT

### BETWEEN

THE COLUMBIA TOWNSHIP POLICE DEPARTMENT  
and  
THE COLUMBIA SCHOOL DISTRICT

#### I. PARTIES

This Memorandum of Agreement (Agreement) is entered into and between The Columbia Township Police Department (Agency) and The Columbia School District (District). The Agency and the District are Collectively referred to as the "Parties".

#### II. PURPOSE

The purpose of the Agreement is to establish and define the rights, responsibilities, and obligations of the Parties regarding the Agency's placement of a School Resource Officer (SRO) in the District as a result of the support granted by The Fiscal Year (FY) 2023 School Resource Officer Grant Program (SROGP).

#### III. AGREEMENT

The Parties mutually agree:

1. The SRO shall not be involved in enforcing school discipline. The administration of student discipline, including student code of conduct violations and student misbehavior, is the responsibility of school administrators unless the violation or misbehavior involves criminal conduct for which law enforcement intervention is required.
2. The Parties will collaborate on selection of the SRO with the ultimate decision resting with the Chief of Police.
3. The District Shall:
  - a. Provide performance feedback on the SRO and request an improvement plan or a change in assignment, if necessary.
  - b. The District shall not be responsible for the actions of the SRO and the District shall not be responsible for damages or injuries caused by an SRO while conducting their duties pursuant to this Agreement.

4. The Agency Shall:
  - a. Provide a SRO to the District.
  - b. The Agency may adjust the SRO presence on site during the day to accommodate the SRO presence at evening events and activities.
  - c. A quarterly activity report will be generated and presented to the superintendent.
  - d. The Agency shall have the authority to utilize the SRO for major emergency incidents occurring within the boundaries of the jurisdiction not associated with the school district at any time. In the event this circumstance occurs the District shall be notified as quickly as practicably possible. Time spent away by the SRO from the District for the emergency, major incident will be made up to the district when possible.
5. The SRO Shall:
  - a. The SRO will endeavor to assist the district with security/protection for students, staff, and property of the school.
  - b. The primary duties of the SRO during the school year will be directly related to the school and associated functions. However, there may be times when the SRO is not present due to illness, off site activities or investigations, vacation, training requirements, or emergency situations.
  - c. Assist with District emergencies and emergency planning.
  - d. Respond to criminal complaints and appear in court for prosecution of offenders.
  - e. Interact and work with students and staff to build quality relationships between students, parents, school staff, and the Agency.
  - f. Assist the District with monitoring the security of the buildings, adjoining facilities, and parking lots.
  - g. Assist with student safety drills and training.

- h. The SRO shall observe and follow the rules and policies of the District and shall recognize the right of the District to manage and control the operations of the buildings and District employees and students, consistent with school board policy.

#### **IV. INFORMATION SHARING**

1. The District will designate the SRO a "School Official" as provided in the Federal Educational Rights and Privacy Act. (FERPA) 20 U.S.C. 1232G. An SRO may be provided access to student records information maintained by the District only as needed by the SRO to perform their duties as a SRO. The SRO may also be granted access to student records information in the event of an emergency threatening the health or safety of a student, other individual, or infrastructure. The SRO may only re-disclose student records information consistent with FERPA.
2. Records created and maintained by the SRO for the purpose of ensuring the safety and security of persons or property in the Agency and District, or for the enforcement of local, state, or federal laws and or ordinances, shall not be considered student records. This shall hold true even when such records held by the SRO may serve the dual purpose of enforcing school rules and such laws or ordinances.

#### **V. SRO TRAINING REQUIREMENTS**

1. The SRO shall receive such training as is necessary to permit the SRO to effectively advance the District's educational mission in the context of his or her duties as SRO. Training topics, goals, objectives, and attendance shall be determined jointly by representatives of the District and the Agency.

#### **VI. SUPERVISION RESPONSIBILITY AND CHAIN OF COMMAND**

1. The Agency and the District understand and agree that the SRO provided by the Agency to the District are and will be at all times, independent contractors of the District and should not be considered agents or employees of the District. The SRO will at all times be an employee of the Agency as a certified Michigan Commission On Law Enforcement Standards (MCOLES) police officer. The Agency and the District are solely responsible for the conduct, methods, and procedures of the SRO provided pursuant to this Agreement.
2. The SRO will fall within the chain of command of the Agency and be responsible to report to the chain of command of the Agency with the Chief of Police being the final level within that chain of command.

## **VII. PROGRAM ASSESSMENT**

1. The SRO activities will be assessed as needed or upon request of one or both Parties. The assessment will be conducted jointly between the Agency and District.
2. The following areas will be evaluated by the Parties. To include, but not limited to:
  - a. Performance
  - b. Experience and knowledge
  - c. Effective communication
  - d. Time management
  - e. Accessibility

## **XIII. COST**

1. The District shall pay directly to the Agency reimbursement as invoiced to the District (see exhibit A). The Agency will provide to the District an invoice for payment of the amounts with payment terms provided with the invoice.
2. In the event that Michigan public schools are closed by an executive order of the Governor of the State of Michigan in response to a pandemic/public healthcare crises or other government mandated emergency and the assigned SRO are prevented from performing the services required under this Agreement, the Parties agree that the cost as described herein shall be reduced by fifty percent (50%) of the agreed amount for the period that the schools are closed by executive order.

## **IX. LIABILITY AND INDEMNIFICATION**

1. To the extent allowed by law, the Parties will indemnify, defend, and hold the other harmless from any and all claims for damages, liability or other judicial or administrative relief (including attorney fees) and costs incurred to investigate and defend against such claims arising from the conduct of Parties, their employees or any agents under the Agreement. This section shall not be deemed to waive a defense of governmental or sovereign immunity or other defense and shall not require the Agency to indemnify the District for claims that (a) if brought directly against the Agency, would be barred by a defense of governmental or sovereign immunity or (b) if brought directly against the Agency barred by other defense.
2. During the term of this Agreement the Parties will maintain general liability, automobile liability, excess/umbrella liability and workers compensation/employer liability insurance policies. Each party shall name the other party and its officials, officers, employees and agents as additional insureds on its general liability, automobile liability, excess/umbrella liability policies, The policies shall provide for a

waiver of subrogation against the additional insureds to the extent of insurance proceeds.

## **X. POINT OF CONTACT**

1. The points of contact for the administration of this Agreement are indicated below. All notices or other written communications shall be addressed as indicated below or as specified by a subsequent written notice delivered by the party whose address or authorized representative has changed.
2. Notices or other written communications required by or related to this Agreement shall be in writing and shall be delivered in one of the following manners:
  - a. In person; or
  - b. By certified registered mail. Return receipt requested, with all postage or charges prepaid; or
  - c. By electronic mail from an e-mail account for a point of contact indicated below to an e-mail account for a point of contact indicated below.

### **DISTRICT**

Dr. Pamela Campbell  
Superintendent  
11775 Hewitt Rd. Brooklyn MI 49230  
[Pamela.campbell@myeagles.org](mailto:Pamela.campbell@myeagles.org)  
517-592-6641

### **AGENCY**

Jay Niles  
Chief of Police  
8500 Jefferson Rd Brooklyn MI 49230  
[jniles@twp.columbia.mi.us](mailto:jniles@twp.columbia.mi.us)  
517-592-3122

## **XI. ENTIRE AGREEMENT**

This Agreement is the complete and exclusive agreement of the agreement between the Parties with respect to the subject matter thereof and supersedes all prior negotiations, representations, proposals, agreements, and other communications between the Parties either by a written document signed by the Parties, by and through their duly authorized representatives. This Agreement represents the exclusive agreement between the Agency and the District regarding the support granted by The Fiscal Year (FY) 2023 School Resource Officer Grant Program (SROGP).

## **XII. TERM AND TERMINATION**

This Agreement is effective when signed by the Parties, by and through their duly authorized representatives, and remain in effect from February 20<sup>th</sup>, 2023, through February 20<sup>th</sup>, 2026, unless terminated early as hereinafter set forth. Either party may terminate this Agreement for any reason provided at least thirty (30) days advance



written notice of termination to the non-terminating party by way of the identified communication means listed above in section X. A written notice of termination by either party shall eliminate the presence of an FY23 SROGP funded SRO only.

**XIII. CERTIFICATION**

The individual signing this Agreement certifies with their signature that they are authorized to execute this Agreement on behalf of the party for whom they are representing and by doing so does hereby bind the party to the terms of this Agreement.

**XVI. SIGNATURES**

The Parties, by and through their duly authorized representatives, sign their names as evidence of their approval of this Agreement.

**COLUMBIA TOWSHIP POLICE DEPARTMENT (AGENCY)**

\_\_\_\_\_  
Barry Marsh, Township Supervisor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jay Niles, Chief of Police

\_\_\_\_\_  
Date

**COLUMBIA SCHOOL DISTRICT (DISTRICT)**

\_\_\_\_\_  
Robert Wahr, Board of Education

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dr. Pamela Campbell, Superintendent

\_\_\_\_\_  
Date

FY2023 School Resource Officer Grant Program  
Exhibit A

	<u>2023</u>
Wages	34,299.20
Benefits	17,160.88
Training	<u>300</u>
Total	\$51,760.08

	<u>2024</u>
Wages	35,671.17
Benefits	19,584.26
Training	<u>300</u>
Total	\$55,555.43

	<u>2025</u>
Wages	37,097.02
Benefits	22,492.31
Training	<u>300</u>
Total	\$59,889.33

Total	\$167,204.84
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STATE OF MICHIGAN  
DEPARTMENT OF STATE POLICE  
LANSING

GRETCHEN WHITMER  
GOVERNOR

COL. JOSEPH M. GASPER  
DIRECTOR

January 17, 2023

Dr. Pamela Campbell  
Superintendent  
Columbia School District  
11775 Hewitt Road  
Brooklyn, Michigan 49230

RE: 2023 School Resource Officer Grant Program (SROGP) Application — SRO23-38-167

Dear Dr. Campbell:

We are pleased to inform you that your 2023 SROGP application to the Michigan State Police (MSP), Grants and Community Services Division, Office of School Safety (OSS), has been selected to receive funding. The award for your project, pending the finalization of the Grant Agreement (contract), is \$167,205.

Congratulations on your award. Nearly \$45 million in funding requests were received for \$25 million in available funds. A panel consisting of representatives from education and law enforcement awarded the grants, giving priority to school districts, intermediate school districts, and public school academies without a school resource officer (SRO) currently in place. The panel also considered student enrollment as a factor in the awards – prioritizing those with lower enrollment.

You will receive your grant agreement (contract) and instructions on how it must be submitted back on or before February 15, 2023. Once received, it is crucial that you read through the entire contract to be sure all grant officials are aware of and able to abide by the grant requirements. Contract requirements will be enforced, and noncompliance may result in grant suspension and/or financial penalties.

Additionally, a signed Memorandum of Agreement (MOA) between your district and partnering law enforcement agency must be submitted to the OSS within 30 days of the start date of your contract (which can be from August 1, 2022, through August 1, 2023). Please see the Memorandum of Understanding Fact Sheet from the United States Department of Justice, Office of Community Oriented Policing Services for information on developing an MOA. Remember, this is a reimbursement-only grant, and reimbursements will not be approved until our office receives your signed contract and MOA.

The MSP strongly encourages training for SROs placed under this program and will be providing Teaching, Educating, and Mentoring schools in February, May, and September 2023 as well as hosting the National Association of School Resource Officers (NASRO) Basic SRO Course, which must be accessed through MI-Train with the course number 1107990. We will also be hosting the NASRO Advanced SRO course with details to be provided at a later date.

If you have any questions or concerns about your award, please contact the OSS at [MSP-SchoolSafety@michigan.gov](mailto:MSP-SchoolSafety@michigan.gov). We look forward to working with you.

Sincerely,

Nancy Becker Bennett, Director  
Grants and Community Services Division

MICHIGAN STATE POLICE HEADQUARTERS • 7150 HARRIS DRIVE • DIMONDALE, MICHIGAN 48821  
MAILING ADDRESS • P.O. BOX 30634 • LANSING, MICHIGAN 48909  
[www.michigan.gov/msp](http://www.michigan.gov/msp) • 617-332-2521

TAX COLLECTION  
AGREEMENT

THIS AGREEMENT is made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_  
between Jackson College, a Michigan public school corporation, of 2111 Emmons Road,  
Jackson, Michigan 49201 ("Taxing Unit"), and Columbia Township, a general law  
township, of Brooklyn, Michigan ("Collecting Unit").

PRELIMINARY RECITALS

- A. 1988 PA 169 permits Taxing Unit and Collecting Unit to enter into an agreement regarding the allocation of the interest earned by Collecting Unit on the taxes levied by Taxing Unit and collected by Collecting Unit during the period before such tax collections are accounted for and delivered to Taxing Unit.
- B. The parties wish to enter into such an agreement for 2023 on the following terms and conditions:

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

- 1. Taxing Unit agrees that Collecting Unit may retain all interest earned by Collecting Unit on the 2023 taxes levied by Taxing Unit and collected by Collecting Unit during the period before such tax collections are accounted for and delivered to Taxing Unit.
- 2. In consideration of Collecting Unit retaining such earned interest, it agrees as follows:
  - a). Collecting Unit shall account for and deliver all 2023 summer and winter school tax collections, exclusive of interest earned thereon prior to the delivery of such collections to Taxing Unit as required by Section 43 (3) of 1983 PA 206, as amended. Upon receipt by Collecting Unit, all such school tax collections shall be deposited in interest bearing accounts. Notwithstanding any other language in this Agreement, Collecting Unit shall not be liable to Taxing Unit for any taxes that Collecting Unit is unable to collect.
  - b). Pursuant to Section 56 (3) of 1983 PA 206, as amended, Collecting Unit shall, within sixty (60) days after the date hereof, enter into an agreement with the Jackson County Board of Commissioners with the concurrence of the Jackson County Treasurer, authorizing the Jackson County Treasurer to collect all existing delinquent personal property taxes.

c). If Taxing Unit has, pursuant to 1982 PA 333, determined to impose a 2023 summer property tax levy to collect 50% of school property taxes, including debt services, Collecting Unit agrees to collect such taxes as a summer property tax levy. **The 2023 fee is \$1.50 per parcel for Jackson College, if Form 4029, is received by June 19, 2023. If Form 4029 is received after June 19, 2023, the 2023 fee is \$2.00 per parcel for Jackson College.**

**Taxing Unit shall certify the school millage to be levied on property for summer collection no later than June 19, 2023.**

IN WITNESS THEREOF, the parties have executed this Agreement the day and year first above written.

\_\_\_\_\_

By: \_\_\_\_\_  
Taxing Unit

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Collecting Unit

Date: \_\_\_\_\_

TAX COLLECTION  
AGREEMENT

THIS AGREEMENT is made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_  
between Napoleon Community School District, a Michigan public school corporation,  
("Taxing Unit"), and Columbia Township, a general law township, of Brooklyn,  
Michigan ("Collecting Unit").

PRELIMINARY RECITALS

- A. 1988 PA 169 permits Taxing Unit and Collecting Unit to enter into an agreement regarding the allocation of the interest earned by Collecting Unit on the taxes levied by Taxing Unit and collected by Collecting Unit during the period before such tax collections are accounted for and delivered to Taxing Unit.
- B. The parties wish to enter into such an agreement for 2023 on the following terms and conditions:

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

- 1. Taxing Unit agrees that Collecting Unit may retain all interest earned by Collecting Unit on the 2023 taxes levied by Taxing Unit and collected by Collecting Unit during the period before such tax collections are accounted for and delivered to Taxing Unit.
- 2. In consideration of Collecting Unit retaining such earned interest, it agrees as follows:
  - a). Collecting Unit shall account for and deliver all 2023 summer and winter school tax collections, exclusive of interest earned thereon prior to the delivery of such collections to Taxing Unit as required by Section 43 (3) of 1983 PA 206, as amended. Upon receipt by Collecting Unit, all such school tax collections shall be deposited in interest bearing accounts. Notwithstanding any other language in this Agreement, Collecting Unit shall not be liable to Taxing Unit for any taxes that Collecting Unit is unable to collect.
  - b). Pursuant to Section 56 (3) of 1983 PA 206, as amended, Collecting Unit shall, within sixty (60) days after the date hereof, enter into an agreement with the Jackson County Board of Commissioners with the concurrence of the Jackson County Treasurer, authorizing the Jackson County Treasurer to collect all existing delinquent personal property taxes.

c). If Taxing Unit has, pursuant to 1982 PA 333, determined to impose a 2023 summer property tax levy to collect 100% of school property taxes, including debt services, Collecting Unit agrees to collect such taxes as a summer property tax levy. **The 2023 fee is \$1.50 per parcel for Napoleon Community Schools, if Form 4029, is received by June 19, 2023. If Form 4029 is received after June 19, 2023, the 2022 fee is \$2.00 per parcel for Napoleon Community Schools.**

**Taxing Unit shall certify the school millage to be levied on property for summer collection no later than June 19, 2023.**

IN WITNESS THEREOF, the parties have executed this Agreement the day and year first above written.

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\_\_\_\_\_  
By: \_\_\_\_\_  
Taxing Unit

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Collecting Unit

Date: \_\_\_\_\_



## Columbia Township

## Mechanical Permit No: PM22-101

Building Department  
Phone: (517) 592-2000

8500 Jefferson Road  
Fax: (517) 592-8115

Brooklyn, Michigan 49230  
Mon - Thurs: 7:30 a.m. - 4:30 p.m.

246 RIVIERA DR

Location

DEANGELIS ROBERTO/STACY

000-19-34-226-019-00

246 RIVIERA DR

BROOKLYN

MI 49230

Issued: 08/11/22      Expire Date: 08/11/23

PLEASE CALL (517) 206-9005 FOR PLUMBING INSPECTION

PLEASE CALL (517) 425-4886 FOR BUILDING INSPECTION

PLEASE CALL (517) 937-2813 FOR MECHANICAL INSPECTION

PLEASE CALL (517) 206-0228 FOR AN ELECTRICAL INSPECTION

CONSUMERS ENERGY COMPANY

Contractor

ONE ENERGY PLAZA

(517) 788 2308

JACKSON MI 49201

Work Description: RELOCATING A METER

Invoice No.	Permit Item	Work Type	No. of Items	Item Total
00019435	Administrative Fee	Standard Item	1.00	25.00
00019435	Inspection	Standard Item	1.00	60.00

Contractor cancelled  
please refund, just a insp.  
fee WDB

conform to all applicable laws of the State of Michigan and the local jurisdiction. All information on the permit application is accurate to the best of my knowledge.

Building/Electrical Official

Fee Total: \$85.00

I agree this permit is only for the work described, and does not grant permission for additional or related work which requires separate permits. I understand that this permit will expire, and become null and void if work is not started within 180 days, or if work is suspended or abandoned for a period of 180 days at any time after work has commenced; and, that I am responsible for assuring all required inspections are requested in conformance with the applicable code.

All new homes must be built according to the new Energy Codes.  
It is the responsibility of the builder to comply.

I hereby certify that the proposed work is authorized by the owner, and that I am authorized by the owner to make this application as his authorized agent. I agree to conform to all applicable laws of the State of Michigan and the local jurisdiction. All information on the permit application is accurate to the best of my knowledge.

Payment of permit fee constitutes acceptance of the above terms.

POST THIS PERMIT SO IT IS VISIBLE FROM THE STREET

## Inspection Record

1.

4.

2.

5.

3.

6.

( 4 8 )

85.00

0.00

Payment Validation

## Columbia Township

## Electrical Permit No: PE22-137

Building Department  
Phone: (517) 592-2000

8500 Jefferson Road  
Fax: (517) 592-8115

Brooklyn, Michigan 49230  
Mon - Thurs: 7:30 a.m. - 4:30 p.m.

5647 S STONEY LAKE RD

Location

GREENE CHARL E/BEVERLY J

000-19-09-226-004-11

5647 S STONEY LAKE RD

JACKSON

MI 49201

Issued: 11/15/22      Expire Date: 11/15/23

PLEASE CALL (517) 206-9005 FOR PLUMBING INSPECTION

PLEASE CALL (517) 425-4886 FOR BUILDING INSPECTION

PLEASE CALL (517) 937-2813 FOR MECHANICAL INSPECTION

PLEASE CALL (517) 206-0228 FOR AN ELECTRICAL INSPECTION

EVANSON, CARL T

Contractor

90 HYDE RD

CLARKLAKE MI 49234-9652

Work Description: SWAP 200 AMP PANEL

Invoice No.	Permit Item	Work Type	No. of Items	Item Total
00019627	Administrative Fee	Standard Item	1.00	25.00
00019627	Inspection	Standard Item	1.00	60.00

\* Please refund insp. cost.

Keep Admin fee, Contractor pulled  
@ wrong address.

conform to all applicable laws of the State of Michigan and the local jurisdiction. All information on the permit application is accurate to the best of my knowledge.

Building/Electrical Official

Fee Total: \$85.00

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**POST THIS PERMIT SO IT IS VISIBLE FROM THE STREET**

## Inspection Record

1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_  
4. \_\_\_\_\_  
5. \_\_\_\_\_ ( 4 9 ) \_\_\_\_\_  
6. \_\_\_\_\_

85.00  
0.00  
Payment Validation

## **FIRE SERVICES AGREEMENT**

Columbia Charter Township ("Columbia"), a Michigan charter Township, of 8500 Jefferson, Brooklyn, Michigan 49230, and the Village of Brooklyn ("Brooklyn"), a Michigan Village, of 121 N. Main Street, Brooklyn, Michigan, enter into this agreement to provide fire and emergency services subject to the following terms and pursuant to Emergency Service to Municipalities Act, MCL 124.608 et seq, Intergovernmental Contracts between Municipal Corporations Act, MCL 124.1 et seq, and the Mutual Police Assistance Agreement Act, MCL 123.814 et seq.:

1. Cost. In consideration of the fire millage assessed to Brooklyn residents and paid to Columbia, Columbia shall provide fire services and emergency services to the Village of Brooklyn.

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2. Services provided. On a 24 hour a day, 7 days a week basis, Columbia shall provide fire service to Brooklyn.
3. Scope of services provided. Columbia shall not be required to exclusively provide fire services to Brooklyn but to all of Columbia Charter Township.
4. Term of agreement. This agreement shall be in force for a period of one (1) year from execution. Either party may terminate the agreement after sixty (60) days' notice.
5. Liability and Indemnification.
  - A. Columbia agrees to indemnify and defend Brooklyn and Brooklyn agrees for all claims, demands, suits, actions, or proceedings resulting from or arising out of Columbia's actions or omissions in providing fire services to Brooklyn under this agreement. Further, Columbia shall maintain liability insurance for all claims arising out of the operation of the Columbia Fire Department and Brooklyn shall be listed as an additional insured under the policy of insurance. Brooklyn agrees to indemnify, defend and save Columbia harmless from all claims, demands, suits, action or proceedings of any kind, expenses including attorney fees, judgments, penalties, fines and amounts paid in settlement, in any way resulting from or arising out of providing fire services to Brooklyn. In case of any action or proceeding brought against Columbia by reason of such claim, suit, action, or demand upon prompt notice from Columbia, Brooklyn covenants to defend such action or proceedings by counsel that is reasonably satisfactory to Columbia or as any insurance policy may provide.
  - B. Columbia agrees to maintain workers' compensation insurance with Michigan statutory limits and Employers Liability Insurance with a minimum of one hundred thousand (\$100,000.00) dollars each accident for any employee.

6. Responsibility for employees and agents. The parties agree that the Columbia is responsible for the acts and/or omissions of its employees and related police service personnel in providing services under this Contract.
7. Conferences. The Columbia and Brooklyn agree that either party may request a conference to discuss issues relating to interpretation of this Contract. Such notice shall be in writing and specify the issues to be discussed at the conference.
8. Compliance with laws and regulations. The Contractor will comply with all federal, state and local regulations, including but not limited to, all applicable OSHA/MIOSHA requirements and the Americans with Disabilities Act.
9. Equal employment opportunity.

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  - A. All parties to this Contract agree that they will not discriminate against any employee or applicant for employment because of race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital status, veteran status, religion and political belief (except as it relates to a bona fide occupational qualification reasonably necessary to the normal operation of the business).
  - B. All parties to this Contract agree that they will take affirmative action to eliminate discrimination based on sex, race, or a handicap in the hiring of applicants and the treatment of employees. Affirmative action will include, but not be limited to: employment; upgrading, demotion or transfer; recruitment advertisement; layoff or termination; rates of pay or other forms of compensation; selection for training, including apprenticeship.
  - C. All parties to this Contract agree to post notices containing this policy against discrimination in conspicuous places available to applicants for employment and employees. All solicitations or advertisements for employees, placed by or on the behalf of the Columbia, will state that all qualified applicants will receive consideration for employment without regard to race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital status, veteran status, religion and political belief.
10. Equal access. Columbia shall provide the services set forth in Article I without discrimination on the basis of race, color, religion, national origin, sex, sexual orientation, marital status, physical handicap, or age.
11. Assigns and successors. This contract is binding on Columbia and the Brooklyn, their successors and assigns. None of the parties to this Contract will assign or transfer its interest in this contract without the written consent of the other parties.
12. Entire agreement. This agreement contains the entire agreement of the parties

with respect to the transaction described in this agreement, and this agreement may not be amended or released, in whole or in part, except by a document signed by the parties.

13. Effective date. This agreement shall be effective on \_\_\_\_\_, 2023.

**COLUMBIA CHARTER TOWNSHIP**

Dated:

\_\_\_\_\_  
By: Barry Marsh  
Its: Supervisor

---

**VILLAGE OF BROOKLYN**

Dated:

Terry Mahr  
By: Terry Mahr  
Its: President

## POLICE SERVICES AGREEMENT

Columbia Charter Township ("Columbia"), a Michigan charter Township, of 8500 Jefferson, Brooklyn, Michigan 49230, and the Village of Brooklyn ("Brooklyn"), a Michigan Village, of 121 N. Main Street, Brooklyn, Michigan, enter into this agreement subject to the following terms and pursuant to Emergency Service to Municipalities Act, MCL 124.608 et seq, Intergovernmental Contracts between Municipal Corporations Act, MCL 124.1 et seq, and the Mutual Police Assistance Agreement Act, MCL 123.814 et seq.:

1. Cost. In consideration of the police millage assessed to Brooklyn residents and paid to Columbia, Columbia shall provide police/law enforcement services described in paragraph 2 of this Agreement to the Village of Brooklyn.
2. Services provided. On a 24 hour a day, 7 days a week basis, Columbia shall provide police patrol, traffic enforcement, response to calls for police service, and other customary police/law enforcement services to Brooklyn.
3. Scope of services provided. Columbia shall not be required to exclusively patrol Brooklyn but shall include Brooklyn in its routine patrols and traffic enforcement.
4. Term of agreement. This agreement shall be in force for a period of one (1) year from execution. Either party may terminate the agreement after sixty (60) days' notice.
5. Liability and Indemnification.
  - A. Columbia agrees to indemnify and defend Brooklyn and Brooklyn agrees for all claims, demands, suits, actions, or proceedings resulting from or arising out of Columbia's actions or omissions in providing police services to Brooklyn under this agreement. Further, Columbia shall maintain liability insurance for all claims arising out of the operation of the Columbia Police Department and Brooklyn shall be listed as an additional insured under the policy of insurance. Brooklyn agrees to indemnify, defend and save Columbia harmless from all claims, demands, suits, action or proceedings of any kind, expenses including attorney fees, judgments, penalties, fines and amounts paid in settlement, in any way resulting from or arising out of Brooklyn's ordinances enforced by Columbia if the claim, demand, suit, action or proceedings alleges that the Brooklyn ordinance is unconstitutional or in any other way unlawful, or from any other such claims, demands, suits, action, or proceedings where allegations that Brooklyn caused damage against a third party. In case of any action or proceeding brought against Columbia by reason of such claim, suit, action, or demand upon prompt notice from Columbia, Brooklyn covenants to defend such action or proceedings by counsel that is reasonably satisfactory to Columbia or as any insurance policy may provide.
  - B. Columbia agrees to maintain workers' compensation insurance with



Michigan statutory limits and Employers Liability Insurance with a minimum of one hundred thousand (\$100,000.00) dollars each accident for any employee.

6. Responsibility for employees and agents. The parties agree that the Columbia is responsible for the acts and/or omissions of its employees and related police service personnel in providing services under this Contract.
7. Conferences. The Columbia and Brooklyn agree that either party may request a conference to discuss issues relating to interpretation of this Contract. Such notice shall be in writing and specify the issues to be discussed at the conference.
8. Compliance with laws and regulations. The Contractor will comply with all federal, state and local regulations, including but not limited to, all applicable OSHA/MIOSHA requirements and the Americans with Disabilities Act.
9. Equal employment opportunity.
  - A. All parties to this Contract agree that they will not discriminate against any employee or applicant for employment because of race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital status, veteran status, religion and political belief (except as it relates to a bona fide occupational qualification reasonably necessary to the normal operation of the business).
  - B. All parties to this Contract agree that they will take affirmative action to eliminate discrimination based on sex, race, or a handicap in the hiring of applicants and the treatment of employees. Affirmative action will include, but not be limited to: employment; upgrading, demotion or transfer; recruitment advertisement; layoff or termination; rates of pay or other forms of compensation; selection for training, including apprenticeship.
  - C. All parties to this Contract agree to post notices containing this policy against discrimination in conspicuous places available to applicants for employment and employees. All solicitations or advertisements for employees, placed by or on the behalf of the COLUMBIA, will state that all qualified applicants will receive consideration for employment without regard to race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital status, veteran status, religion and political belief.
10. Equal access. Columbia shall provide the services set forth in Article I without discrimination on the basis of race, color, religion, national origin, sex, sexual orientation, marital status, physical handicap, or age.
11. Assigns and successors. This contract is binding on Columbia and the Brooklyn,



their successors and assigns. None of the parties to this Contract will assign or transfer its interest in this contract without the written consent of the other parties.

12. Entire agreement. This agreement contains the entire agreement of the parties with respect to the transaction described in this agreement, and this agreement may not be amended or released, in whole or in part, except by a document signed by the parties.
13. Effective date. This agreement shall be effective on \_\_\_\_\_, 2023.


**COLUMBIA CHARTER TOWNSHIP**

Dated: \_\_\_\_\_

By: Barry Marsh  
Its: Supervisor

**VILLAGE OF BROOKLYN**

Dated: \_\_\_\_\_

  
By: Terry Mahr  
Its: President

---

From: Jim Cole [[jcole@mijackson.org](mailto:jcole@mijackson.org)]  
Sent: Thursday, February 3, 2022 11:44 AM  
To: Barry Marsh  
Subject: RE: SAD Inquiry for Garrison Drive.

Good Morning Barry,

JCDOT has surveyed and reviewed Garrison Road on Lake Columbia. This section of road is 560' long and runs between Claremont Cir and Wesch Rd. The condition of the existing roadway requires significant rehabilitation. This treatment would either be a crush and shape (we would crush the exiting roadway to create a new base and place 3.5" of new asphalt) or a mill and fill (we remove all the existing asphalt and place 3.5" of new asphalt). The treatment would be based on results of core samples, if there is interest with residents and the township to move forward, JCDOT would take cores samples in the spring allowing us to give a refined treatment and estimate.

With current information the estimated total project cost is between \$52,000 and \$63,000, this depends on the treatment. If the base of the road is determined to be in good condition and meets spec, the cost would be at the \$52,000 range.

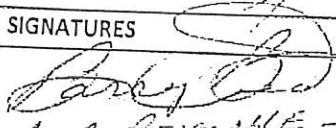
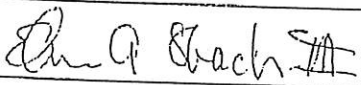
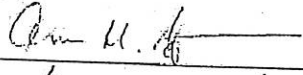
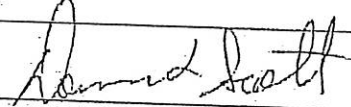
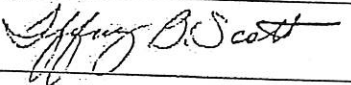
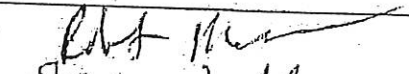
If there was interest to have additional roads done, ie.. Claremont Cir. in the neighborhood, I think it would reduce the per parcel cost as the cost to mobilize equipment and asphalt for such a small length is expensive and would allow this cost to be spread over additional parcels.

Please let me know if you have any question or concerns.

Thank you,

Jim Cole  
Project Manager  
Jackson County Department of Transportation  
[jcole@mijackson.org](mailto:jcole@mijackson.org)<<mailto:jcole@mijackson.org>>  
O - (517) 768-6203

## APPENDIX A

PARCEL NUMBER	OWNERS NAME AND ADDRESS	PROPERTY ADDRESS	SIGNATURES
000-19-27-101-003-00	BEAL BARRY L TRUST 6055 WESCH BROOKLYN, MI 49230	6055 WESCH RD BROOKLYN, MI 49230	 BARRY L BEAL TRUST
000-19-27-104-003-00	DALE MATTHEW/JENNIFER 101 GARRISON DR BROOKLYN, MI 49230	101 GARRISON DR BROOKLYN, MI 49230	
000-19-27-104-004-00	SCHNEIDER DUSTY/SANDRA 103 GARRISON DR BROOKLYN, MI 49230	103 GARRISON DR BROOKLYN, MI 49230	
000-19-27-104-005-00	SBACH ELMERA III/GREEN ANNE L 105 GARRISON DR BROOKLYN, MI 49230	105 GARRISON DR BROOKLYN, MI 49230	 Elmer A. Sbache III
000-19-27-104-006-00	WILSON CLARENCE/ANNE 9026 MELVIN LIVONIA, MI 48150	107 GARRISON DR BROOKLYN, MI 49230	 Clarence Wilson
000-19-27-104-007-00	GHAZI TAYMOUR MOHAMED KAMA 109 GARRISON DR BROOKLYN, MI 49230	109 GARRISON DR BROOKLYN, MI 49230	
000-19-27-104-008-00	SCOTT DENNIS L/ TIFFANY B 111 GARRISON DR BROOKLYN, MI 49230	111 GARRISON DR BROOKLYN, MI 49230	 Dennis L Scott
000-19-27-104-009-00	WEGMAN TIMOTHY F/ANNETTE 113 GARRISON DR BROOKLYN, MI 49230	113 GARRISON DR BROOKLYN, MI 49230	 Timothy F Wegman
000-19-27-104-010-00	MOSSON ROBERT/JOANNE 191 CLAREMONT CIR BROOKLYN, MI 49230	191 CLAREMONT CIR BROOKLYN, MI 49230	 Robert Moss

## PETITION FOR SPECIAL ASSESSMENT

### Petition To the Board of Columbia Township, County of Jackson:

We the undersigned petitioners, being owners of properties situated on Garrison Drive of Columbia Township in Jackson County, do hereby petition to the Columbia Township Council for the following; all in accordance with MCL 41.721 and MCL 41.724, of the Public Improvement Act, Public Act 188 of 1954 as amended.

JCDOT has surveyed and reviewed Garrison Drive on Lake Columbia. This section of road is 560' long and runs between Claremont Circle and Wesch Road. The condition of the existing roadway requires significant rehabilitation. This treatment would either be a crush and shape (JCDOT would crush the existing roadway to create a new base and place 3.5" of new asphalt) or a mill and fill (JCDOT removes all the existing asphalt and places 3.5" of new asphalt). The treatment would be based on results of core samples, if there is interest with residents and the township to move forward, JCDOT would take cores samples in the spring allowing JCDOT to give a refined treatment and estimate.

**Purpose:** That a Special Assessment be created for the purpose of providing the paving of Garrison Drive. A valid petition shall consist of proper signatures for properties consisting of not less than 51% of the 9 total parcels as listed on the petition.

- 70% is to be paid by the township and repaid by the 9 parcel owners via a Special Assessment District (SAD), and 30% by Jackson County Department of Transportation (JCDOT).
- The cost for each parcel to be assessed has been estimated to be **between \$4,044 and \$4,900**. This assessment is based on an estimated total project cost between \$52,000 and \$63,000.
- This estimated cost may change after actual field surveys are conducted and the formal contract is established.
- The Township Board will establish the date of the first assessment at the time the project is approved and will then be levied annually on that date. The assessment cost will be paid over a period of 5 years at 0.0 to 2.0% percent interest rate, dependent upon administration fees.
- Depending when all finalization of the project details are concluded, the paving project will be submitted to JCDOT's schedule in desire to be paved May-November of 2023.

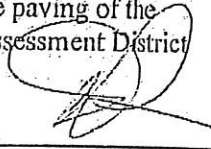
**Designated Individuals:** The Official Representative of the Petitioners;  
Dennis and Tiffany Scott, 111 Garrison Dr, 517-206-7512

#### **Signature Instructions For Appendix A:**

1. Petitioners must be the current property owner. Renter/lessors are not qualified to sign. If the property is owned by a trust, the person or persons signing the petition must be the duly appointed trustee(s) and sign in their capacity as trustee(s).
2. Sign, print name and date next to your parcel. Signatures are required by **ALL** person(s) that are associated with the parcel Tax ID. For instance, if both husband and wife's name are on the parcel ID, both signatures are required although they will only count as one signature.
3. Only sign this petition if you are in favor of establishing a Special Assessment District for the paving of the boundaries outlined. Do not sign this petition if you are not in favor of establishing a Special Assessment District for these boundaries.

Owner Name & Address | Property Address | Parcel Number  
BEAL BARRY L TRUST  
6055 WESCH  
BROOKLYN, MI 49230  
000-19-27-101-003-00

Initials

  
01/02/23

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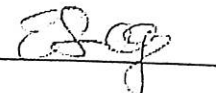
**Designated Individuals:** The Official Representative of the Petitioners;  
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2. Sign, print name and date next to your parcel. Signatures are required by **ALL** person(s) that are associated with the parcel Tax ID. For instance, if both husband and wife's name are on the parcel ID, both signatures are required although they will only count as one signature.
3. Only sign this petition if you are in favor of establishing a Special Assessment District for the paving of the boundaries outlined. Do not sign this petition if you are not in favor of establishing a Special Assessment District for these boundaries.

Owner Name & Address | Property Address | Parcel Number  
SBACH ELMERA III/GREEN ANNE L  
105 GARRISON DR  
BROOKLYN, MI 49230  
000-19-27-104-005-00

Initials



## PETITION FOR SPECIAL ASSESSMENT

### Petition To the Board of Columbia Township, County of Jackson:

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- 70% is to be paid by the township and repaid by the 9 parcel owners via a Special Assessment District (SAD), and 30% by Jackson County Department of Transportation (JCDOT).
- The cost for each parcel to be assessed has been estimated to be between \$4,044 and \$4,900. This assessment is based on an estimated total project cost between \$52,000 and \$63,000.
- This estimated cost may change after actual field surveys are conducted and the formal contract is established.
- The Township Board will establish the date of the first assessment at the time the project is approved and will then be levied annually on that date. The assessment cost will be paid over a period of 5 years at 0.0 to 2.0% percent interest rate, dependent upon administration fees.
- Depending when all finalization of the project details are concluded, the paving project will be submitted to JCDOT's schedule in desire to be paved May-November of 2023.

**Designated Individuals:** The Official Representative of the Petitioners;  
Dennis and Tiffany Scott, 111 Garrison Dr, 517-206-7512

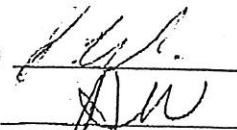
#### Signature Instructions For Appendix A:

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2. Sign, print name and date next to your parcel. Signatures are required by **ALL** person(s) that are associated with the parcel Tax ID. For instance, if both husband and wife's name are on the parcel ID, both signatures are required although they will only count as one signature.
3. Only sign this petition if you are in favor of establishing a Special Assessment District for the paving of the boundaries outlined. Do not sign this petition if you are not in favor of establishing a Special Assessment District for these boundaries.

Owner Name & Address  
WILSON CLARENCE/ANNE  
9026 MELVIN  
LIVONIA, MI 48105

Property Address | Parcel Number  
107 GARRISON DR  
BROOKLYN, MI 49230  
000-19-27-104-006-00

Initials





## PETITION FOR SPECIAL ASSESSMENT

### Petition To the Board of Columbia Township, County of Jackson:

We the undersigned petitioners, being owners of properties situated on Garrison Drive of Columbia Township in Jackson County, do hereby petition to the Columbia Township Council for the following; all in accordance with MCL 41.721 and MCL 41.724, of the Public Improvement Act, Public Act 188 of 1954 as amended.

JCDOT has surveyed and reviewed Garrison Drive on Lake Columbia. This section of road is 560' long and runs between Claremont Circle and Wesch Road. The condition of the existing roadway requires significant rehabilitation. This treatment would either be a crush and shape (JCDOT would crush the exiting roadway to create a new base and place 3.5" of new asphalt) or a mill and fill (JCDOT removes all the existing asphalt and places 3.5" of new asphalt). The treatment would be based on results of core samples, if there is interest with residents and the township to move forward, JCDOT would take cores samples in the spring allowing JCDOT to give a refined treatment and estimate.

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Owner Name & Address | Property Address | Parcel Number

WEGMAN TIMOTHY F/ANNETTE  
113 GARRISON DR  
BROOKLYN, MI 49230  
000-19-27-104-009-00

*Timothy Wegman*  
TIMOTHY WEGMAN  
*Annette Wegman*  
ANNETTE WEGMAN

Initials

*TW*  
*AW*



## PETITION FOR SPECIAL ASSESSMENT

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Owner Name & Address | Property Address | Parcel Number  
SCOTT DENNIS L/TIFFANY B  
111 GARRISON DR  
BROOKLYN, MI 49230  
000-19-27-104-008-00

Initials





## PETITION FOR SPECIAL ASSESSMENT

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Owner Name & Address | Property Address | Parcel Number  
MOSSON ROBERT/JOANNE  
191 CLAREMONT CIR  
BROOKLYN, MI 49230  
000-19-27-104-010-00

Initials


TOWNSHIP OF COLUMBIA  
8500 JEFFERSON RD  
BROOKLYN, MI 49230  
NOTICE OF PUBLIC HEARING  
JANUARY 5, 2023

BEAL BARRY L TRUST  
6055 WESCH  
BROOKLYN MI 49230

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000-19-27-101-003-00

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PLEASE BE ADVISED BY THIS NOTICE OF A PUBLIC HEARING FOR CONSIDERATION OF ESTABLISHING A STREET PAVING SPECIAL ASSESSMENT DISTRICT. A PETITION HAS BEEN RECEIVED WHICH WAS SIGNED BY MORE THAN 50% OF THE LAND OWNERS CONSTITUTING MORE THAN 50% OF THE TOTAL LAND AREA. THE TOWNSHIP BOARD HAS FIXED A HEARING DATE OF JANUARY 16, 2023 AT 7:00 P.M. AT THE TOWNSHIP BOARD MEETING ROOM, 8500 JEFFERSON RD. BROOKLYN, TO HEAR ANY COMMENTS OR OBJECTIONS TO THE PETITION, TO THE IMPROVEMENT AND TO THE SPECIAL ASSESSMENT DISTRICT. THE PLANS AND ESTIMATES ARE ON FILE WITH THE TOWNSHIP CLERK FOR PUBLIC EXAMINATION. THE PROPOSED GARRISON RD. STREET PAVING DISTRICT SHALL INCLUDE THE FOLLOWING PARCELS:

000-19-27-104-003-00, 000-19-27-104-004-00, 000-19-27-104-005-00,  
000-19-27-104-006-00, 000-19-27-104-007-00, 000-19-27-104-008-00,  
000-19-27-104-009-00, 000-19-27-104-010-00, 000-19-27-101-003-00.

A REDETERMINATION OF COST MAY BE MADE WITHOUT FURTHER NOTICE TO RECORD OWNERS OR PARTIES OF INTEREST IN THE PROPERTY.

TOWNSHIP OF COLUMBIA  
8500 JEFFERSON RD  
BROOKLYN, MI 49230  
NOTICE OF PUBLIC HEARING  
JANUARY 5, 2023

DALE MATTHEW/JENNIFER  
101 GARRISON DR  
BROOKLYN MI 49230

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000-19-27-104-003-00

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TOWNSHIP OF COLUMBIA  
8500 JEFFERSON RD  
BROOKLYN, MI 49230  
NOTICE OF PUBLIC HEARING  
JANUARY 5, 2023

SCHNEIDER DUSTY/SANDRA  
103 GARRISON DR  
BROOKLYN MI 49230

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000-19-27-104-004-00

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TOWNSHIP OF COLUMBIA  
8500 JEFFERSON RD  
BROOKLYN, MI 49230  
NOTICE OF PUBLIC HEARING  
JANUARY 5, 2023

SBACH ELMERA III/GREEN ANNE  
105 GARRISON DR  
BROOKLYN MI 49230

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000-19-27-104-005-00

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TOWNSHIP OF COLUMBIA  
8500 JEFFERSON RD  
BROOKLYN, MI 49230  
NOTICE OF PUBLIC HEARING  
JANUARY 5, 2023

WILSON CLARENCE/ANNE  
9026 MELVIN  
LIVONIA MI 48150

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000-19-27-104-006-00

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TOWNSHIP OF COLUMBIA  
8500 JEFFERSON RD  
BROOKLYN, MI 49230  
NOTICE OF PUBLIC HEARING  
JANUARY 5, 2023

GHAZI TAYMOUR MOHAMED KAMAL  
109 GARRISON DR  
BROOKLYN MI 49230

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000-19-27-104-007-00

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BROOKLYN, MI 49230  
NOTICE OF PUBLIC HEARING  
JANUARY 5, 2023

SCOTT DENNIS L/TIFFANY B  
111 GARRISON DR  
BROOKLYN MI 49230

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TOWNSHIP OF COLUMBIA  
8500 JEFFERSON RD  
BROOKLYN, MI 49230  
NOTICE OF PUBLIC HEARING  
JANUARY 5, 2023

WEGMAN TIMOTHY F/ANNETTE  
113 GARRISON DR  
BROOKLYN MI 49230

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000-19-27-104-009-00

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TOWNSHIP OF COLUMBIA  
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BROOKLYN, MI 49230  
NOTICE OF PUBLIC HEARING  
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MOSSON ROBERT/JOANNE  
191 CLAREMONT CIR  
BROOKLYN MI 49230

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## CHARTER TOWNSHIP OF COLUMBIA

8500 Jefferson Road  
Phone: (517) 592-2000

Brooklyn, MI 49230  
Fax: (517) 592-8115

[www.twp.columbia.mi.us](http://www.twp.columbia.mi.us)

TO: Columbia Township Board  
FROM: Rick Church  
DATE: 2/16/2023  
RE: COUNTRY BOOT'S & BANDS (A Live concert Experience)

Attached for your review is correspondence received from the applicant regarding the request by the board to provide documentation of compliance and /or any questions or concerns from applicable agencies regarding the proposed Country Boots and Bands concert.

Supervisor, Barry Marsh

Clerk, Cathy Jo Hulburt

Treasurer, John Calhoun

Trustees: Brent Beamish, Ric ( 7 3 ) Robin Tackett, Mike Trout

## Cathy Hulburt

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**From:** Barry Marsh  
**Sent:** Wednesday, February 15, 2023 10:00 AM  
**To:** Cathy Hulburt  
**Subject:** FW: JCDOT

Barry Marsh, Supervisor  
Columbia Township  
8500 Jefferson Road  
Brooklyn, MI 49230  
(517) 592-2000, ext. 230

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**From:** Country Boots & Bands <countrybootsandbands@gmail.com>  
**Sent:** Tuesday, January 24, 2023 10:41 AM  
**To:** Barry Marsh <bmarsh@twp.columbia.mi.us>; Jay Niles <jniles@twp.columbia.mi.us>; Jessica Curtis <jcurtis@twp.columbia.mi.us>; Rick Church <rchurch@twp.columbia.mi.us>; Scott Cota <scota@twp.columbia.mi.us>  
**Subject:** JCDOT

Forwarding the correspondence I received this morning regarding the proposed property use on Industrial Drive.

Does not appear any JCDOT authorization is necessary and am working on finalizing the MDOT requirements for permits. Soon as I receive those I will forward along to you all.

Please let me know if you have any questions.

As of today the status of items required:

- Insurance - completed 
- Police - completed 
- Fire - pending
- JCDOT - N/A
- MDOT - pending
- Health Department - completed 

SV

----- Forwarded message -----

**From:** Kelly Fuller <kfuller@mijackson.org>  
**Date:** Tue, Jan 24, 2023 at 10:14 AM  
**Subject:** Industrial Dr  
**To:** [countrybootsandbands@gmail.com](mailto:countrybootsandbands@gmail.com) <countrybootsandbands@gmail.com>

Good morning,

Industrial Drive off S Meridian Road in Columbia Township is a private road and not under the jurisdiction of JCDOT. You will not need a permit from our office to close the road, but permits may be required from MDOT, and/or the township. If you have any questions, please feel free to call.

Thank you,

Kelly

**Kelly M. Fuller**

*Engineering Technician*

Jackson County Department of Transportation

2400 Elm Road

Jackson, MI 49201

O: (517) 768-6217

F: (517) 788-4237



## Rick Church

---

**From:** Country Boots & Bands <countrybootsandbands@gmail.com>  
**Sent:** Tuesday, February 14, 2023 11:42 AM  
**To:** Rick Church; Barry Marsh; Jessica Curtis; Jay Niles; Scott Cota  
**Subject:** Fwd: MDOT Construction Permit Application being processed - 91961

Good morning all -

Wanted to pass along that the MDOT agency was/is processing the application after receiving the necessary traffic signage plan/information from Give Em A Brake. This email went into spam and appears to have been processed 4 days ago on 2.10.23 so I wanted to send along to you all since this would be the final aspect of items addressed at last month's meeting. Please let me know if you have any questions. They have only proposed two signs on the northbound and southbound lanes for "CAUTION - CONCERT TRAFFIC AHEAD"

Please let me know if there is anything else you need/require prior to the next meeting on 2.20.23 - I will be present for that as well to answer any questions.

SV

----- Forwarded message -----

**From:** <CPS.Application@michigan.gov>  
**Date:** Fri, Feb 10, 2023 at 8:11 AM  
**Subject:** MDOT Construction Permit Application being processed - 91961  
**To:** <countrybootsandbands@gmail.com>

An MDOT Construction Permit Application in which you are named as a primary or secondary contact is currently being processed. If you have questions regarding the application, please refer to the link below for contact information.

Please do not reply to this email.

Thank you,

MDOT Construction Permit System

[http://www.michigan.gov/documents/mdot/MDOT\\_RPI\\_Map\\_Updated\\_506066\\_7.pdf](http://www.michigan.gov/documents/mdot/MDOT_RPI_Map_Updated_506066_7.pdf)

**COLUMBIA TOWNSHIP  
PUBLIC GATHERING ORDINANCE RESPONSE**

**SECTION 1: PREAMBLE**

Understood and agreed

**SECTION 2: DEFINITIONS**

Initial request for "outdoor gathering" was to be 2,000 capacity. I am not certain if this ordinance applies to the Country Boots & Bands proposal for live events, however, am willing to fulfill the requirements of this ordinance and satisfy the needs for the township requirements.

**SECTION 3: LICENSE REQUIRED:**

Understood and agreed

**SECTION 4: APPLICATION FOR LICENSE**

1. Permit application was sent on November 14, 2022 via email and put on the board agenda under a "discussion."
2. Statement has been submitted via email on November 14, 2022 via email.
3. Address has been submitted via email in the permit application on November 14, 2022. Affidavit has been submitted as well.
4. Submitted below:

*These are proposed dates for live events – can confirm should the property/venue be approved.*

Date: June 23-24, 2023	Time: 5pm-11pm
Date: July 7-8, 2023	Time: 5pm-11pm
Date: August 11-12, 2023	Time: 5pm-11pm
Date: September 1-3, 2023	Time: 5pm-11pm
Date: September 27-30, 2023	Time: 5pm-11pm

5. Estimating 2,000 attendees – ticketing platform indicates/controls the number of attendees, as well as contracts with entertainment requires adhering to maximum capacity. Tickets scanned at the

- venue will account for the number of attendees on-site on the dates of events to depict the actual attendance numbers.
6. Map has been submitted on November 14, 2022 and then resubmitted on December 4, 2022 with updated images and 3D rendering.
  7. Newly updated overhead map attached.
  8. Insurance proof can be provided upon approval

**SECTION 5:**

Understood and agreed

**SECTION 6:**

Understood – insurance can be provided upon approved license

**SECTION 7:**

Understood and agreed

**SECTION 8:**

Understood and agreed

**SECTION 9:**

Understood and agreed

Restroom facilities

ratio is 1:75

Drinking fountains

N/A

water available on-site

Faucets

Understood

Sanitizing stations

Provided in bathrooms

Showers

N/A

Food Service

Understood

Medical Facilities

Understood

Liquid Waster Disposal

Understood

Solid Waste Disposal

Understood

Public Bathing Beaches

N/A

Public Swimming Pools

N/A

Access & Traffic Control

Understood

Traffic plan already submitted

Parking

Understood

Camping & Trailer Parking

N/A

Lighting

Understood – provided in map

Insurance

Understood –

provided upon permit approval

Bonding  
Fire Protection

Understood -  
Understood -  
Will adhere to Fire Chief  
requirements

Noise Control

Understood -  
Event timeline to not exceed  
11pm (EST)

Fencing

Understood -  
Fencing provided by Dave  
Powers Fence Co. & tour  
approved barricade provided  
for venue footprint

Miscellaneous

Understood -

**SECTION 10:**

**REVOCATION**

Understood and agreed

**SECTION 11:**

**VIOLATIONS**

Understood and agreed

**SECTION 12:**

**SEVERABILITY**

Understood and agreed

**SECTION 13:**

**REPEALER**

Understood and agreed

**SECTION 14:**

**EFFECTIVE DATE:**

Understood and agreed

# COLUMBIA TOWNSHIP POLICE DEPARTMENT

8500 Jefferson Road  
Brooklyn, Michigan 49230



Jay Niles, Chief  
517-592-3122 Main  
517-592-8737 Fax

To: Board of Trustees

From: Chief Jay Niles

Date: February 20<sup>th</sup>, 2023

Re: Concert Venue Permit

As all are aware Mr. Scott Vitale has applied for a permit on behalf of Rains Productions LLC to offer a concert venue on the west side of the township off Industrial Dr. I have been working with Mr. Vitale, the Zoning Administrator, and the Fire Chief among other agencies to ensure the safety of this event should it occur.

Mr. Vitale has estimated that a maximum attendance for this event would be approximately 2000 attendees. Mr. Vitale has provided an anticipated organizational plan for the event that he is coordinating. In addition to this plan certain requirements have already been put in place by the township to protect the citizens, those attending the event, police, and fire personnel, and of course the staff and talent providing the entertainment. These requirements include Jackson County Health Department, Michigan Department of Transportation, Jackson County Department of Transportation along with both the Columbia Township Fire and Police Department considerations of the event.

On behalf of the police department, I have taken the liberty to prepare an agreement between the Police Department and Raines Productions LLC. This agreement includes requirements of law enforcement presence and provision for the safe and successful deployment of law enforcement for this event. The agreement is attached to this memo for your review.

Along with what has already been required for the permit I would also offer guidance that should the board consider granting this permit that the following would be required as a part of the permitting process. Those items include a performance bond obtained by the applicant that would provide for enough protections in addition to liability insurance. Proof of a liability insurance policy naming the specific event and those public resources assigned and utilized for the event. The applicant shall also have a state sanctioned and bonded security company to assist with the event. The promoter shall also provide proof of proper licensure for alcohol sales as well. I have conversed with Mr. Vitale regarding traffic control requirements following the event as well.

While this important decision to grant this permit is pending before the board of trustees, the departments within this township including the police department have been planning for the proper allocation of resources to continue to promote the goal of protecting the citizens of the township as a whole.

Contractual Services Agreement between  
Columbia Township and  
Raine Productions LLC

This agreement is entered into this 20th day of February 2023, by and between Columbia Township and Raine Productions. The Township and Raine Productions LLC are collectively referred to as "the Parties".

The Parties desire to enter into a contract for the purpose of the Columbia Township Police Department providing law enforcement services to Raine Productions LLC in connection with the 2023 Country Boots and Bands concert and to set forth the terms, conditions, and obligations of the Parties.

I.) **Inconsideration of the above information and as set forth below, the parties agree as follows:**

- 1) The Columbia Township Police Department will provide law enforcement services in connection with Raine Productions.
- 2) Raine Productions LLC Shall pay the Columbia Township Police Department for all costs incurred in providing such services for the Country Boots event.
- 3) The Columbia Township Police Department shall provide four (4) trained certified police officers with the necessary equipment required.
- 4) The Columbia Township Police Department will patrol the geographic area designated and permitted to Raine Productions LLC for this specific event known as Country Boots and Bands.
- 5) The Columbia Township Police Department shall be compensated for the services provided at the rate of sixty-five (\$65.00) dollars per hour per officer. In addition, a one-hundred-dollar (\$100.00) service fee for each patrol vehicle assigned by the Chief of Police to this event.
- 6) The duration of police services provided by Columbia Township to Raine Productions LLC. Shall be six hours starting at 5pm and concluding 11 pm on the date of the event TBD.
- 7) In the event of inclement weather or unforeseen natural events the scheduled time for police coverage for this event can be modified upon mutual agreement between both parties and as negotiated by the authorized representative of each party. The minimum coverage time will be no less than six (6) hours for the date of this event TBD.
- 8) Except as provided in the agreement, Raine Productions LLC shall not be obligated to contribute any money toward the expense of individual officers, sergeants, Chief of Police, or support staff for services provided under this agreement.
- 9) Columbia Township agrees to provide police services as are mutually agreeable to the parties, except that the Police Chief or his designee shall have the right to withdraw equipment and personnel as needed in the event of an emergency. Raine Productions LLC shall not be responsible for the costs related to such equipment or personnel while they are withdrawn from the event due to any such emergency.
- 10) Columbia Township Police Department personnel shall not be, nor deemed to be, employees or agents of Raine Productions LLC for any purpose whatsoever. Raine Productions LLC personnel shall not be, nor deemed to be, employees or agents of Columbia Township for any purpose whatsoever. All liability for acts or omissions of each party's personnel will be the sole responsibility of the person and party involved.

- 11) Either of the Parties may request a special conference for the purposes of resolving any mutual issues that may arise in the interpretation of this agreement. Any portion of this agreement that may be subject to interpretation will be addressed at said special conference.
- 12) The terms of the agreement may be renegotiated at any time upon the written request of either party. This agreement may only be amended by a written document signed by the parties, by and through their duly authorized representatives.
- 13) Either of the parties may terminate this agreement with or without cause by written notice sent or delivered to the address set forth not less than fourteen (14) days prior to the event and such notice shall be considered given when deposited in the U.S. Mail postage paid, first class or delivered to the address set forth.
- 14) This contract is the complete and exclusive statement of the agreement between the parties with respect to the subject matter thereof, and supersedes all prior negotiations, representations, proposals, and other communications between the parties, either oral or written.
- 15) This agreement is legally binding and will be enforced according to the laws of the State of Michigan.
- 16) This agreement does not create any right in any third party to bring any action under this agreement or any action to enforce this agreement.
- 17) This agreement is effective when signed by the parties, by and through their duly authorized representatives.

## II. Approval and Execution Agreement

\_\_\_\_\_  
Supervisor Barry Marsh  
Columbia Township

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Clerk Cathy Hulburt  
Columbia Township

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Chief Jay Niles  
Columbia Township  
Police Department

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Scott Vitale  
Raine Productions

\_\_\_\_\_  
Date:





# COLUMBIA TOWNSHIP FIRE DEPARTMENT

8500 Jefferson Road

Phone: (517) 592-8654

Scott Cota, Fire Chief

Brooklyn, Michigan 49230

Fax: (517) 592-8115

scota@twp.columbia.mi.us

Mr. Vitale,

Thank you for reaching out regarding the concert you wish to hold on Industrial Drive (Partridge Property). As you are aware, with an event such as this there will need to be safety measures in place prior to the event and going forward. Safety is our biggest concern for everyone that may attend, and with that said we will require EMS/Fire staffing on site.

Medical staffing will be determined by the Fire Chief according to the projected numbers of attendees that you will provide to this office at least 2 weeks prior to the event.

Fire extinguishers shall be on site in any structured area prior to and after the event. No open burning will be allowed unless authorized by the Fire Chief, this is to include:

- Campfires
- Grills (except LPG)
- Charcoal fuels
- Any open flame producing item, equipment.

Absolutely no fireworks except as used as part of the show, if applicable, should there be fireworks as part of the show this will be cleared prior to the event and all necessary applications and permits will be required from the state as well as the Fire Department.

Rates for service are as follows:

- EMS/Fire standby 20.00 per man hour.
- EMS vehicles 150.00 per hour.
- Engines if needed 300.00 per hour.
- Fire extinguisher rental 30.00 per day per extinguisher.
- Medical equipment (bandages, trauma equipment, etc.) cost per item.

Adjustments may be needed considering this is our first event, an inspection after set up and prior to the event will be needed to ensure all safety measures are in place, I would suggest doing this with staff, police and fire so everyone is on the same page and that staff, police and fire have a way to communicate any emergency prior to the event.

We look forward to working with you.

Chief Cota,

Columbia Fire

## Rick Church

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**From:** Country Boots & Bands <countrybootsandbands@gmail.com>  
**Sent:** Wednesday, January 25, 2023 12:55 PM  
**To:** Rick Church; Barry Marsh; Jessica Curtis  
**Subject:** Bathrooms -  
**Attachments:** June 23rd weekend bathrooms.pdf

Wanted to send along a work order for the proposed property use so you all were informed regarding restrooms for an event the size of 2,000 persons. They typically bring bathrooms out 2-3 days prior to an event (when possible) and then return and remove the Monday following the event.

Also wanted to share that we are using local vendor for that, as well as, other businesses for the necessary items for any events:

- Food vendors are all local businesses
- Athletic teams from Jackson College Jets will be assisting with parking/ticketing/cleanup and their programs will receive financial assistance for their time.
- Garbage/Sanitation is through Dunigan family at Liberty Landfill
- Fencing is from Dave Powers Fence Company
- Campers for artist use (backstage) are being utilized by Larry's RV
- Local PD & Fire
- Other local businesses used for artist / staff catering & vendors for concessions
- Carlson's Lawn care for maintenance of the property

We are looking at locking in weekends for the property use as they are still working out routing dates with other venues in our region of the country. This would narrow down some of the frequency concerns from some of the board members. By my accounts this does not interfere with any other major events in the area such as Faster Horses or MIS race weekends.

6.23.23-6.24.23

8.11.23-8.12.23

9.8.23 -9.9.23

## Rick Church

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**From:** Country Boots & Bands <countrybootsandbands@gmail.com>  
**Sent:** Monday, January 23, 2023 8:44 AM  
**To:** Rick Church; Barry Marsh; Jessica Curtis  
**Subject:** Fwd: Country Boots and Bands Event - Portable toilets and handwashing stations recommendation

Good morning all -

Sending along the only information (recommendation) that the Jackson County Health Department will send to me. As you can view their ratio for bathrooms is 1:80 and sink stations at 1:4 bathrooms. I have already spoken with Lester Brothers who operates All-American Portable Toilets and they are prepared to provide the recommended ratio of items for any possible events.

Please let me know if you have any questions.

Scott Vitale  
517-414-0453

----- Forwarded message -----

**From:** Jason Bartholomew <jbartholomew@mijackson.org>  
**Date:** Thu, Jan 19, 2023 at 4:19 PM  
**Subject:** Country Boots and Bands Event - Portable toilets and handwashing stations recommendation  
**To:** [countrybootsandbands@gmail.com](mailto:countrybootsandbands@gmail.com) <[countrybootsandbands@gmail.com](mailto:countrybootsandbands@gmail.com)>  
**Cc:** Don Hayduk <[DHayduk@mijackson.org](mailto:DHayduk@mijackson.org)>

Scott,

Our EH dept. used guidance documents we received from the State for mass gatherings or special events using portable toilets and handwashing sink stations. Based on the guidance documents and conversations among our EH staff, it is recommended that no less than 25 portable toilets be used – this will include 2 ADA bathrooms. In addition, six handwashing sink stations will also be required (1 sink/for every 4 portable toilets). If the number of attendees grows or event time lengthens, the number of portable toilets and handwashing sinks will increase at that rate. These recommendations are based upon our telephone conversation and your estimate of 2000 people in attendance for 5 hours. Thank you

Jason Bartholomew

Sanitarian I

Jackson County Health Department

1715 Lansing Ave.

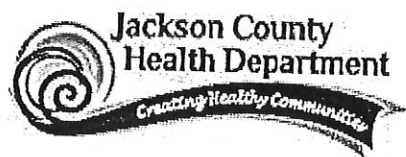
Jackson, MI 49202

517-768-2110 office

517-788-4616 fax

[jbartholomew@mijackson.org](mailto:jbartholomew@mijackson.org)

[www.co.jackson.mi.us/hd](http://www.co.jackson.mi.us/hd)



Lester Brothers Excavation, Inc.  
5405 East Michigan Ave  
Jackson, MI 49201  
(517) 764-7888  
Tori@lesterbros.com



# Invoice

VITALE, SCOTT  
3730 ST. ANNE AVE  
JACKSON, MI 49201

Invoice Number I29043  
Invoice Date Jan 25, 2023  
**Please Pay \$3,500.00**

Customer ID	P.O. Number	Rental Number	Pay Online ID	Clerk	Terms	Due By
C23427	---	R7955	qgioJcrw	JP	VISA/MC	Jan 25, 2023

Site: S7663, 3730 St Anne Ave, Jackson, MI 49201

#	Service	Qty	Description	Rate	Amount	Tax	Amount w/ Tax
1	WEEKEND PORTABLE TOILET SERVICE	23	(6/22/2023 - 6/26/2023) STANDARD WEEKEND PORTABLE TOILET	\$110.00	\$2,530.00	\$0.00	\$2,530.00
2	Weekend Handicap Unit	2	(6/22/2023 - 6/26/2023) HANDICAP PORTABLE TOILET	\$215.00	\$430.00	\$0.00	\$430.00
3	WEEKEND SINK STATION	6	(6/22/2023 - 6/26/2023) WEEKEND STYLE SINK STATION - WEEKEND SINK STATION	\$90.00	\$540.00	\$0.00	\$540.00
Subtotal							\$3,500.00
Tax							\$0.00
Total							\$3,500.00

## Thank you!

To pay securely online, go to [app.servicecore.com/payment](http://app.servicecore.com/payment). Enter your Customer ID: C23427 and your Pay Online ID: qgioJcrw then click Submit. Enter your payment info and click Pay. That's it!

Current Due	1-30 Days	31-60 Days	61-90 Days	90+ Days	Amount Due
\$3,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,500.00

Please return bottom portion with your payment.

### From

VITALE, SCOTT  
3730 ST. ANNE AVE  
JACKSON, MI 49201

Customer ID C23427  
Invoice Number I29043  
Invoice Date Jan 25, 2023

### To

Lester Brothers Excavation, Inc.  
5405 East Michigan Ave  
Jackson, MI 49201

Subtotal \$3,500.00  
Tax (0%) \$0.00  
Payments (\$0.00)

**Amount Due \$3,500.00**

Due By Jan 25, 2023

To whom it may concern-

Raine Productions along with Country Boots and Bands has had their events insured with my agency and will continue to maintain coverage for future events. Coverage will be extended to the proposed venue in Columbia Township, once the approval is secured, and Scott Vitale tells me that they are ready to have that property added.

- Per the current in force policy, the minimum General Liability coverage per event is \$1,000,000.00
- Coverage can be increased but not decreased

Please let me know if there is any additional information I can provide that would help to expedite the approval process for Mr. Vitale.

Regards,

Taryn Hatch  
Owner/Agent  
[thatch@fbinsmi.com](mailto:thatch@fbinsmi.com)  
Cell:517-748-1757  
Office:517-435-0004



# COLUMBIA TOWNSHIP

[www.twp.columbia.mi.us](http://www.twp.columbia.mi.us)

8500 Jefferson Road

Brooklyn, MI 49230

Phone: (517) 592-2000

Fax: (517) 592-8115

TO: Columbia Township Board  
FROM: Rick Church  
DATE: 11/16/2022  
RE: COUNTRY BOOT'S & BANDS (A Live concert Experience)

On 11/9/2022 I received a completed application for a public gathering permit, Section 20.20 (Temporary Non-Residential Buildings and Uses) of the current Columbia Township Zoning Ordinance requires review and approval by the Columbia Township Board for any events anticipated to attract more than one hundred (100) persons during any single twenty-four (24) hour period.

Attached for your review is section 20.20 Temporary Non-Residential Buildings and Uses from the current Columbia Township Zoning Ordinance, and the application with supporting information.

*Please see January 12<sup>th</sup> communication  
and attachments on page # 131*

Supervisor, Robert Elrod

Clerk, Barry Marsh

Treasurer, John C. Calhoun

Trustees: Brent Beamish, Robir

( 8 9 ) Phillip Reynolds, Rick Deland



**Section 20.20 Temporary Non-Residential Buildings and Uses**

**A. Authorization:** Temporary non-residential uses and buildings are prohibited except as authorized by this Section, upon approval of an application for such temporary condition. Such temporary uses and buildings may include, but shall not be limited to, field offices and tool sheds associated with new construction projects; temporary mobile homes and other buildings associated with school and religious facilities; temporary real estate offices part of a multi-unit residential development; and outdoor circuses, carnivals, theatrical exhibitions, and musical festivals.

**B. Application:** An applicant shall submit a completed application for a temporary non-residential building or use to the Zoning Administrator on a form established for that purpose. The application shall include a detailed description of the proposed temporary building and use, and a scaled drawing delineating the proposed location of all temporary buildings and uses, their locational relationship to existing and proposed permanent buildings and uses and required principal building setbacks, and measures to be employed to ensure the public health, safety and welfare including potable water and sewage disposal facilities, and traffic circulation. This requirement shall not be interpreted to require the submittal of a full site plan for the temporary condition, meeting the requirements of Article 14, unless the approving body finds such submittal information to be necessary.

**C. Review and Action:** The Zoning Administrator shall be responsible for the review and approval of temporary non-residential buildings and uses, except that the Township Board shall be the approving body for temporary conditions associated with a special land use or any events anticipated to attract more than one-hundred (100) persons during any single twenty-four (24) hour period. The Zoning Administrator may also refer an application to the Township Board for action in the case where, in the reasonable judgment of the Zoning Administrator, the application presents complexities or public health, safety and welfare issues that can most adequately be reviewed and acted upon by the Township Board. The approving body may require the submittal of additional information to adequately evaluate the merits of the request. The Township Board or Zoning Administrator may refer an application to building, police and fire officials to solicit comments regarding public health, safety and welfare concerns.

**D. Permit Duration, Performance Guarantee and Removal:** The permit shall specify the date by which the removal of the temporary use and associated facilities shall occur, and the approving body may require a performance guarantee according to Section 2.6. A Certificate of Occupancy shall be required for buildings as may be required by the State Construction Code.

1. No permit issued under this Section shall be authorized for a period exceeding thirty (30) days except in the case where the applicant demonstrates to the satisfaction of the approving body that the nature of the temporary building or use requires a longer duration, such as in the case of a model home in a subdivision serving as a real estate office for the sale of homes or lots in the subdivision. However, in no case shall such initial authorization exceed a three (3) month period and in no case shall more than one (1) additional authorization period be granted, not to exceed three (3) months. The temporary condition shall be removed from the lot no later than the termination date of the permit or upon the temporary condition becoming no longer necessary, whichever comes first.

**E. Approval Standards:** Temporary buildings and uses shall comply with the site plan approval standards of Article 14, including setbacks, except where the approving body finds that specific standards need not apply due to the temporary nature of the use and provided the approving body determines the waiving of such standards shall not undermine the public health, safety and welfare including compatibility with surrounding land uses. In ensuring the public health, safety and welfare, the approving body shall consider demands for and accommodations for public services including police, fire, and other emergency services, and utility services, can be adequately provided. Costs for providing such services, to the extent they exceed the normal operating costs of the Township, shall be the responsibility of the owner or operator. The following additional standards and conditions shall apply:

1. In the case of a use that is intended to attract more than one-hundred (100) persons during any single twenty-four (24) hour period, or where the nature of the temporary use involves the sale of outdoor items including Christmas trees, the area of the lot on which any temporary activities shall occur, including access drives, parking, restroom facilities, and lighting, shall not be located within one-hundred fifty (150) feet of a dwelling on an adjacent lot, and the permit shall not exceed thirty (30) days in duration.

**End of Article 20**

## Rick Church

**From:** Country Boots & Bands <countrybootsandbands@gmail.com>  
**Sent:** Monday, November 14, 2022 4:11 PM  
**To:** Rick Church; Barry Marsh  
**Subject:** COLUMBIA LARGE  
**Attachments:** Columbia Township Special Events Permit.pdf; Columbia Township Approval Letter.pdf; COLUMBIA TOWNSHIP PROPOSAL.docx; COLUMBIA VENUE.png

Good afternoon gentlemen -

I'd like to first take a moment to thank you for this opportunity to bring some quality, safe, & fun events to the Columbia Township area. I am a lifelong resident of Jackson County (with parents in the Brooklyn community), I have served 20+ years as an employee of the County of Jackson, and have built a great resume of events (Raine Productions, LLC) held within our community at various locations throughout Jackson County. My team and myself have taken great strides to provide reputable, efficient, & professional events to this community, and in turn, have begun to build the Country Boots & Bands brand to recognition from national artists wanting to perform for us. I am hopeful to establish this location/property as a permanent location for our continued success in the Jackson area. Being able to provide a dedicated, consistent location is crucial to establishing our shows as a premier stop in the live music industry and Columbia Township would be instrumental in that process. The property listed satisfies everything that would be needed to conduct these events.

I thank you for your time and attention. Please let me know if there are any questions I can answer. Please see all the attached documents, including a proposed footprint of the venue. Please keep in mind that the capacity could reach 5,000 in the future. We are not looking to reach that level at this point, however, we wanted to have a location that would allow for growth.

Lastly, we are working on securing artists for 2023 and I am curious what a timeline looks for approval/denial of this nature. Could you possibly inform me as to a timeframe I might be looking at for this request?

Respectfully,

Scott Vitale  
(517) 414-0453  
Owner - Raine Productions, LLC  
Promoter - Country Boots & Bands  
[www.countrybootsandbands.com](http://www.countrybootsandbands.com)

APPLICATION FOR PUBLIC GATHERING PERMIT

The undersigned hereby applies for a Public Gathering Permit and in connection with this application provides the following information:

PERSONAL INFORMATION:

Name: SCOTT VITALE

Permanent Address: 3730 ST. ANNE AVE.

Mailing Address (if different): \_\_\_\_\_

Telephone Number: 517 ( 517 ) 414-0453

Interest in Proposed Site: 000-19-18-251-001-06

Name of Promoter/Sponsor of Gathering: COUNTRY BOOTS & BANDS (AKA RAINE PRODUCTIONS, LLC)

Address: 3730 ST. ANNE AVE. JACKSON, MI 49201

Telephone Number: 517 ( ) 414-0453

Address of Proposed Site: 000-19-18-251-001-06 - WHICH IS LOCATED NEXT TO 4800 INDUSTRIAL DRIVE CLARK LAKE, MI 49234

Nature or Purpose of Gathering: A ONE-DAY LIVE MUSIC CONCERT

Dates and Hours of Operation of the Gathering: TBA - SHOW DATES ARE PENDING CONFIRMATION - DOORS AT 6PM // MUSIC FROM 7-10:30PM

Alternate Dates and Hours of the Gathering: \_\_\_\_\_

Maximum Numbers of Persons to Attend Gathering at Any One Time: 2,000

Maximum Number of Persons Allowed to Sleep at Location of Gathering (If applicable):  
NONE

Description of Plan to Limit Maximum Number of People Permitted to Attend Gathering:  
LIMIT THE NUMBER OF TICKETS ALLOWED FOR PURCHASE / SECURITY AND LAW ENFORCEMENT ON-SITE TO ENFORCE  
TICKETING LIMITED TO THE DESIGNATED CAPACITY PER THE CONTRACT WITH ARTISTS - CAPACITY LIMIT IS DESIGNATED AT 1,500-2,000 ATTENDEES.

Describe Plans for Fencing Location of Gathering/Include Location of Gates:  
6' TALL FENCE WILL BE IN PLACE AROUND THE PERIMETER OF THE VENUE FOOTPRINT WITH APPROPRIATE ENTRY/EXIT GATES BASED ON ATTENDANCE  
GATES TO BE SET ACCORDING TO ARTIST CONTRACT AND VENUE FOOTPRINT (ATTACHED WITH OTHER REQUIRED DOCUMENTS)

Describe Plans for Supplying Portable Water, Including Amount Available and Outlets: N/A

Describe Plans for Providing Toilet and Lavatory Facilities Including Source, Number, Location, Type and Means of  
Disposing Waste: BATHROOMS TO BE PROVIDED AT THE RATE OF 1/75 PERSON IN ATTENDANCE. TO BE PROVIDED BY LOCAL VENDOR  
DISPOSING WASTE TO BE CONDUCTED BY BATHROOM VENDOR DIRECTLY AFTER EVENT

Describe Plans for Parking Vehicles Including Size and Location of Lots, Point of Highway Access and Interior Roads  
Between Highway Access and Parking Lots: 10 ACRES TO BE UTILIZED FOR PARKING -  
180 VEHICLES PER ACRE AFFORD OVER 1,000 PARKING  
PARKING DIRECTION SUPPLIED IN ATTACHED FOOTPRINT IMAGE

Plans for Camping Facilities, if any, Including Facilities Available and Location: N/A - NO CAMPING AT THESE PROPOSED EVENTS

If Applicant is a Corporation, attach a certified copy of Articles of Incorporation together with name, age, residence and mailing address of each person with 10% or more of stock of corporation. Please see attached documents

Attach proof of ownership on which Assembly is to be held or statement made upon oath or affirmation by record owner of property that Applicant has permission to use such property for gathering of 100 or more persons. Please see attached documents

Attach bond or proof of insurance policy naming Columbia Township as an insured (if required) Will be provided upon approval and confirmed shows/dates.

Will Applicant apply for Temporary Liquor License in connection with the gathering?  
xxxxxxx Yes \_\_\_\_\_ No \_\_\_\_\_ Temporary Liquor License will be held by 601c3 agency as a fundraiser program

If a maximum exceeding 1,000 person will be in attendance at one time, attach proof that emergency services notification of the event will be provided once approved and shows are confirmed - emergency services have been preliminarily contacted and have indicated they will be available for events. Columbia Township Fire Chief has indicated their attendance at event as well.

Applicant's Verification of Information:

I hereby certify that the statements above are true and correct to the best of my information.

Scott Vitale

(Signature)

11.9.2022

(Date)

OFFICIAL USE ONLY

Filing Fee Paid: \_\_\_\_\_ Yes \_\_\_\_\_ No

PERMIT

Permit Granted: \_\_\_\_\_ Yes \_\_\_\_\_ No

CONDITIONS

PROOF OF INSURANCE AND/OR BOND

Filed (if required): \_\_\_\_\_ Yes \_\_\_\_\_ No

PROOF OF NOTIFICATION FOR EMERGENCY SERVICES

Filed: \_\_\_\_\_ Yes \_\_\_\_\_ No

Columbia Township, Jackson County :

\_\_\_\_\_  
Columbia Township  
Supervisor

ATTEST:

\_\_\_\_\_  
Columbia Township Clerk

November 11, 2022

Scott Vitale  
Raine Productions, LLC.

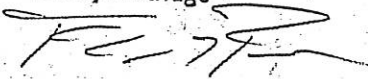
Dear Mr. Vitale:

I, Rodney J. Partridge and my wife, Terri K. Partridge are the owners of the 98 Acre Parcel located on S. Meridian Road, Clarklake, MI. Parcel #38000-19-18-251-001-06. We are also the owners of the Business defined as RT Partridge, LLC.

We both are giving our permission to Raine Productions, LLC for the entire Calendar year of 2023 to hold live events at aforementioned property. We understand that these live events will have more than 100 people attending and no more than 2,000 spectators. We are excited for these events for our community and look forward to them.

Please call us with any questions or concerns @ (517) 204-8530.

Rodney Partridge



Terri Partridge







## **"A LIVE CONCERT EXPERIENCE"**

PROPOSED PARCEL

000-19-18-251-001-06

Industrial Drive, Clark Lake, MI 49234

The Country Boots & Bands entity is requesting to utilize the parcel named above as a temporary live music venue for the 2023 warmer weather season. Events would be hosted on the proposed property as one-day events featuring national artists.

### **Ticket Pricing:**

- General Admission: \$TBA
- VIP (includes early entry/up-front viewing/VIP bathroom/VIP bar) \$TBA
- SHOW WILL BE A 45 MINUTE SET FOR SUPPORTING ARTIST
- SHOW WILL BE 60-75 MINUTE SET FOR HEADLINER
- EVENT IS ALL AGES
- PARKING WILL BE AVAILABLE TYPICALLY 2 HOURS PRIOR TO GATES.

### **WHAT IS THE "COUNTRY BOOTS & BANDS" CONCERT?**

COUNTRY BOOTS & BANDS is a **LIVE CONCERT EXPERIENCE**, taking place on various dates throughout the months of May-September featuring nationally recognized country music recording artists. The show is designed to give fans the opportunity to attend live nationally recognized artists at a smaller venue experience

### **WHAT SAFETY PRECAUTIONS ARE IN PLACE?**

All State of Michigan guidelines will be followed. Multiple entry/exit points will be provided. Security, emergency staff, and law enforcement will be provided on-site as well.

### **TICKET INFORMATION:**

**IF I DON'T PURCHASE AN ADMISSION TICKET ONLINE CAN I PURCHASE A TICKET AT THE EVENT?**

To ensuring tickets to one of our shows we encourage purchasing tickets prior to the date. Should there be tickets remaining they can be purchased on-site at the Will Call area designated.

Tickets are to be purchased online at:

[WWW.COUNTRYBOOTSANDBANDS.COM](http://WWW.COUNTRYBOOTSANDBANDS.COM)

**I RECEIVED MY CONFIRMATION – NOW WHERE'S MY ADMISSION TICKET?**

Tickets need to be accessed on your mobile device or printed out and provided to staff upon entry.

**WHAT TIME SHOULD I ARRIVE FOR TAILGATES & TUNES?**

Parking will open at approximately 2 hours prior to show gates. PARKING FEE OF \$10 PER VEHICLE.

**WHERE SHOULD I ENTER/EXIT FOR TAILGATES & TUNES?**

Entrance to the location is on Industrial Drive. More details to come as layout and footprint are finalized.

**HOW ARE ADMISSION TICKETS SCANNED?**

Present your ticket/name at the entrance. Staff will conduct scanning of your ticket via your phone or printed ticket.

**WHAT IF I CAN'T USE MY ADMISSION TICKET?**

All sales are FINAL and there are NO REFUNDS.

**WHAT HAPPENS IF JACKSON COUNTY INSTITUTES ANOTHER EXECUTIVE STAY AT HOME ORDER?**

Should a Stay at Home order cause us to postpone the event, we will reschedule for the earliest possible date available. Your original vehicle admission ticket will be valid for the rescheduled date and communication via email and Country Boots & Bands social media platforms.

**DO PEOPLE ALL NEED A TICKET?**

YES. – Tickets can be purchased at COUNTRYBOOTSANDBANDS.COM

**RE-ENTRY POLICY:**

Re-entry is NOT PERMITTED.

**EVENT DETAILS:**

**WILL RESTROOMS BE AVAILABLE?**



Restrooms will be available including ADA compliant restrooms for those needs.

**CAN WE BRING IN OUR OWN FOOD/DRINKS?**

NO. CONCESSIONS AND FOOD TRUCKS WILL BE ON-SITE FOR PURCHASE.

**WILL ALCOHOL BE AVAILABLE AT THE EVENT?**

YES -ALCOHOL WILL BE AVAILABLE FOR PURCHASE - ID REQUIRED -  
ABSOLUTELY NO ALCOHOL MAY BE BROUGHT ON PREMISES.

Please consume responsibly and abide by the following rules:

- DO NOT operate your vehicle while under the influence
- Have a designated driver
- Do not take any open alcohol from the premises
- Dispose of any garbage/open containers in the bags that will be provided at entry

We kindly ask you to make sure you utilize the proper trash receptacles for items while at the venue.

**CAN I BRING A CAMERA?**

Only standard point-and-shoot cameras are allowed. No cameras with detachable lenses, Go-Pros, or any professional audio, video, or digital recording are permitted.

**WHAT HAPPENS WITH INCLIMENT WEATHER?**

Safety is our top priority. In the event of weather complications event management may decide to delay the performance or make arrangements to keep all involved safe. Updates will be made through our social media platforms.

**HOW DO I LISTEN TO THE CONCERT?**

Production will be providing ample sound throughout the venue.

**WHAT IF I NEED ASSISTANCE DURING THE EVENT?**

Event staff and security personnel are here to help. If you have any concerns or needs please notify the nearest staff and we will be glad to assist you.

**WHAT IS NOT ALLOWED AT THE SHOW?**

- Advertising, promoting, selling any products/events
- Backpacks
- Alcohol
- Campers/Travel Trailers/etc.
- Disorderly conduct
- Fireworks
- Generators
- Grills/fryers/etc

- Kerosene, gasoline, or any open flames
- Laser pointers
- Littering
- Noisemakers
- Tents, tarps, stand umbrellas
- Drones
- Wagons and/or strollers
- Weapons
- Pets/animals
- Refunds/ticket transfers - this event is rain/shine

**WHAT IS ALLOWED AT THE SHOW:**

- FOLDING CHAIRS (camping chairs)
- CELL PHONES
- TOBACCO
- SMALL CLUTCH PURSE
- CAMERAS (w/out removable lens)

**WILL BATHROOMS BE AVAILABLE?**

YES. There will be bathrooms on-site.

**CONCLUSION:**

Upon the conclusion of the show attendees will be directed to the exit by event staff and security. Vehicles may not be left on the property and will be subject to towing from Phelps Towing.

## Rick Church

---

**From:** Country Boots & Bands <countrybootsandbands@gmail.com>  
**Sent:** Sunday, December 04, 2022 11:22 PM  
**To:** Rick Church; Barry Marsh  
**Subject:** CONCERT PROPERTY UPDATES:  
**Attachments:** COLUMBIA TOWNSHIP PROPERTY.docx; COLUMBIA TRAFFIC EXIT IMAGE.jpg; AIR SHOT FROM GA PARKING2.png; AIR SHOT FROM BACK STAGE3.png; Highleft.png

Hello gentleman -

Hope you are well and have enjoyed your weekend. I am sending along some updated information regarding the property on Industrial Drive. I also wanted to let you know that I have spoke to Jay Niles regarding coordinating/managing any possible traffic issues that would be of potential concern. He has indicated he will be providing a letter to indicate their commitment to assisting with traffic.

As indicated in the attached document we are looking for the approval for 3-5 events from May-October with the realistic expectation of some options in June, August, & September. As I've mentioned previously, I cannot secure any artists without a secured venue. Hopefully the board will see our commitment to the details and cooperation from our team so as to make this a positive experience for all parties involved.

I have attached an overhead image for traffic flow during an event.  
I have attached some 3D images of the property and the proposed look for the events.

Please let me know if I am missing anything. Could you please let me know when this proposal might be tabled again with the board and as always I am available for any questions/thoughts/ideas/concerns.

Scott Vitale  
Promoter-Owner  
Raine Productions, LLC  
[www.countrybootsandbands.com](http://www.countrybootsandbands.com)  
517-414-0453

Clarklake Trailer Sales

Dollar General  
Dollar store  
Clarklake Marine  
Sales & Services  
Boat dealer

(100)

POLICE

POLICE

S Meridian Rd

123

127

Collins Design Build

Clearwater  
Treatment Systems

992 FEET

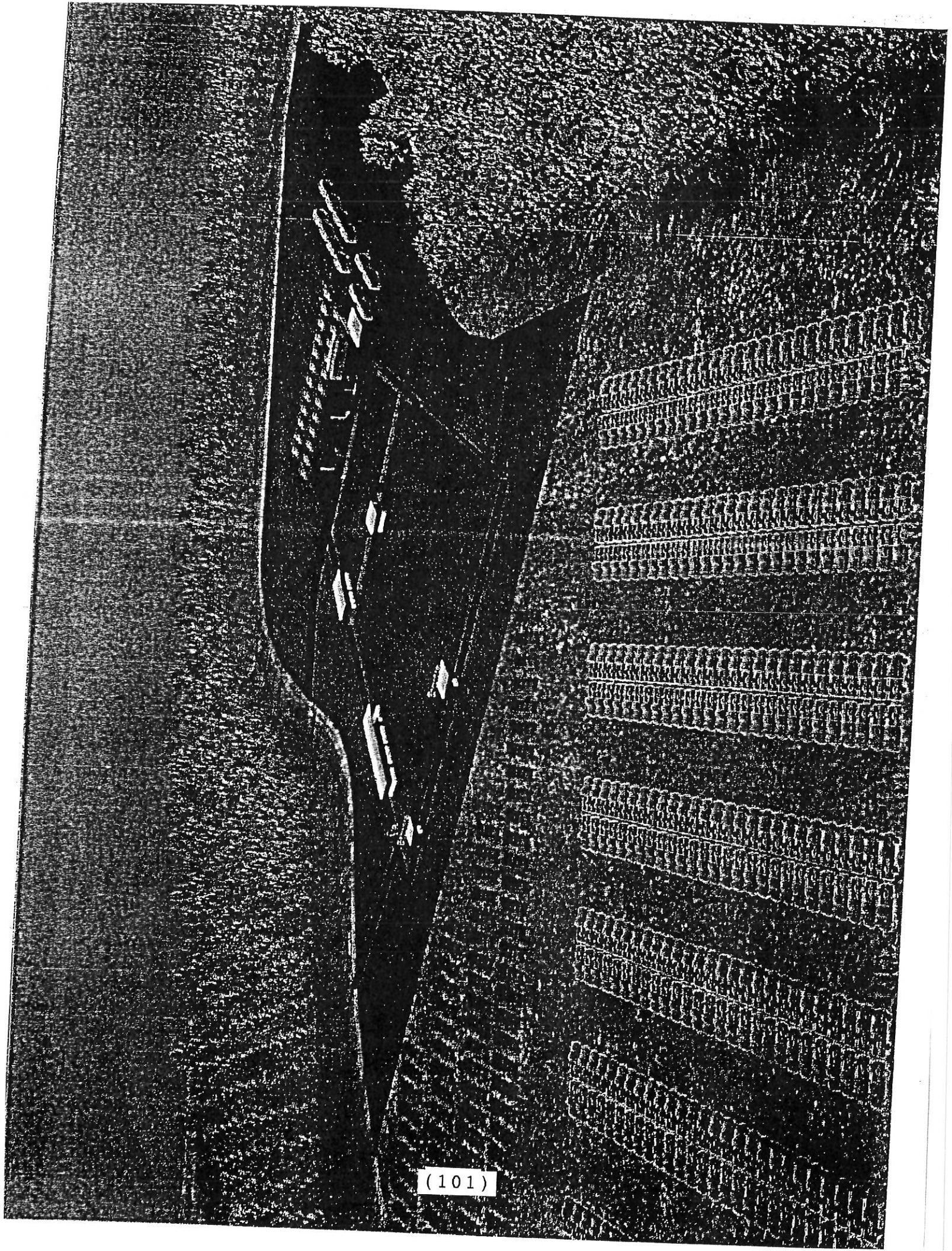
Industrial



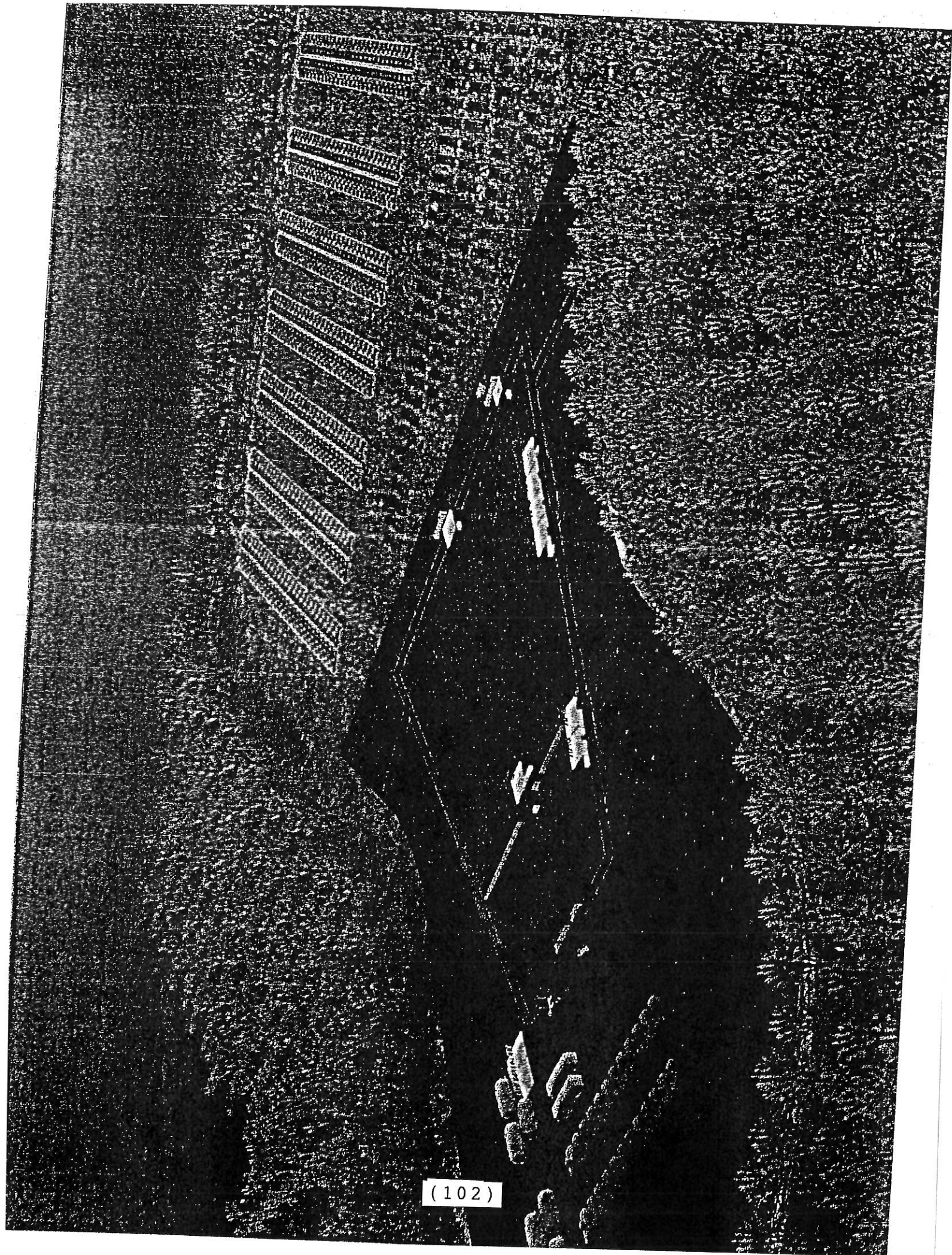
Trusted Journe  
Memorial Serv

ROAD WARNING SIGN







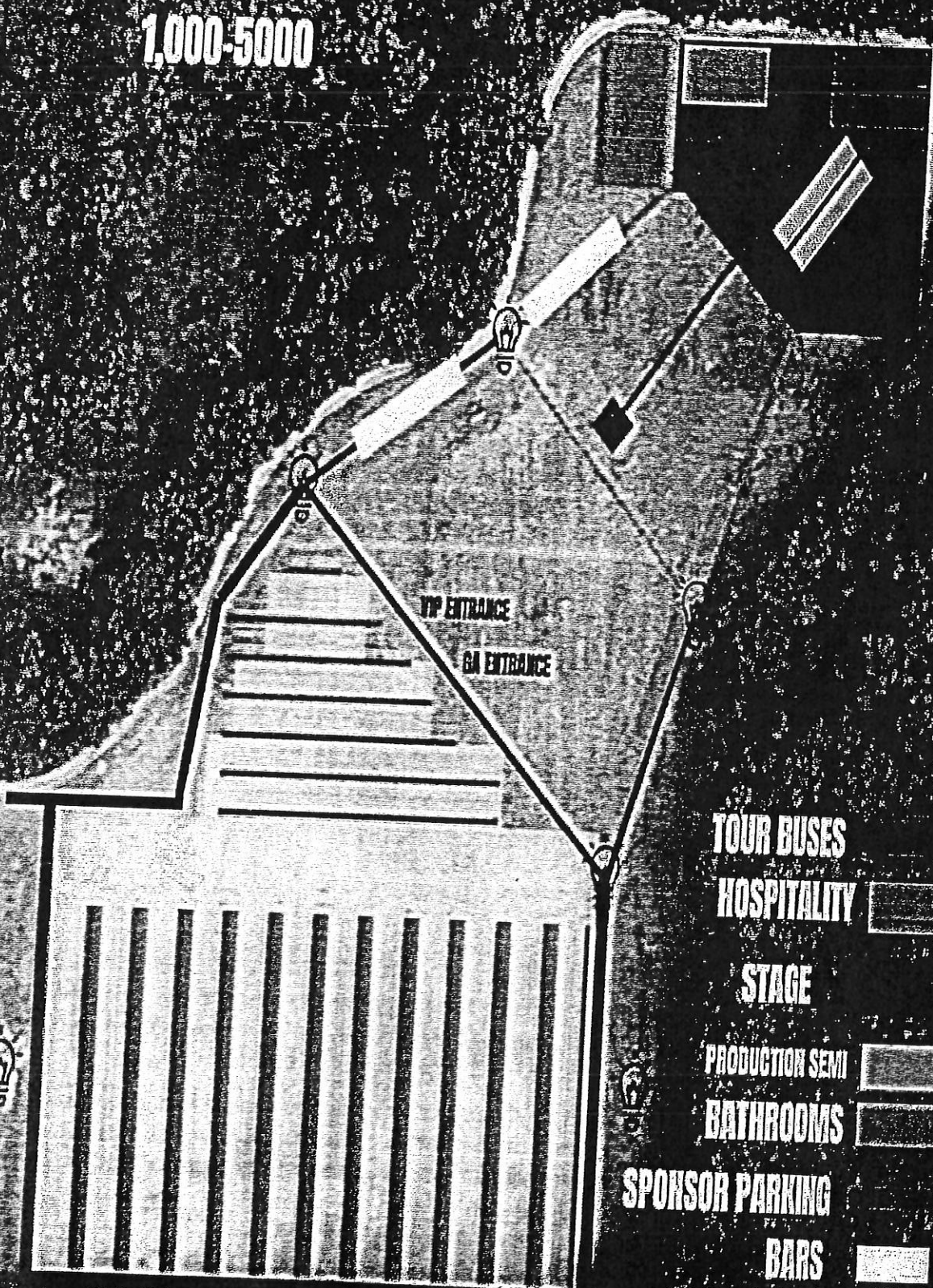








**VENUE CAPACITY**  
**1,000-5000**



**PARKING AVAILABILITY - 1,750 VEHICLES**

(104)

**Barry Marsh**

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**From:** Country Boots & Bands <countrybootsandbands@gmail.com>  
**Sent:** Thursday, January 12, 2023 8:30 PM  
**To:** Rick Church  
**Cc:** Barry Marsh; Jessica Curtis  
**Subject:** Re: CONCERT PROPERTY UPDATES:  
**Attachments:** THE RIDGE MUSIC VENUE.png; COLUMBIA TOWNSHIP ORDINANCE REQUIREMENTS.docx

Hello all -

As I indicated Rick I have completed the ordinance requirements sheet and I believe between the previous permit application, proposal information sheet, diagram and venue footprint, traffic plan, & property owner approval all documents and information are submitted. I hope this meets with the satisfaction for consideration. I am also confident that we will adhere to any direction that the Fire Chief/Police Chief will/would have for the venue.

Thank you for your consideration and please let me know if you have any questions. Attached are the responses to the ordinance and a new updated image with some of the logistical details requested within the ordinance.

Scott Vitale  
(517) 414-0453

On Thu, Jan 12, 2023 at 4:37 PM Rick Church <[rchurch@twp.columbia.mi.us](mailto:rchurch@twp.columbia.mi.us)> wrote:

As a follow up to our phone conversation, attached for your review is the Public Gathering Ordinance we spoke about.

Thanks,

Rick Church  
Columbia Township  
Ordinance Enforcement  
8500 Jefferson Road  
Brooklyn, MI 49230  
517-592-2000 ext. 251

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**From:** Country Boots & Bands <countrybootsandbands@gmail.com>  
**Sent:** Tuesday, January 10, 2023 1:08 PM  
**To:** Barry Marsh <[bmarsh@twp.columbia.mi.us](mailto:bmarsh@twp.columbia.mi.us)>



# VENUE CAPACITY 1,000-5000

- BATHROOMS - PORT O JOHNS
- BARS - UNDERNEATH WHITE TENTS
- GREEN LUSH GRASS AT SLOW INCREASE FROM STAGE TO ENTRANCE



**PARKING AVAILABILITY - 2,300 VEHICLES**

(106)

**COLUMBIA TOWNSHIP  
PUBLIC GATHERING ORDINANCE RESPONSE**

**SECTION 1: PREAMBLE**

Understood and agreed

**SECTION 2: DEFINITIONS**

Initial request for "outdoor gathering" was to be 2,000 capacity. I am not certain if this ordinance applies to the Country Boots & Bands proposal for live events, however, am willing to fulfill the requirements of this ordinance and satisfy the needs for the township requirements.

**SECTION 3: LICENSE REQUIRED:**

Understood and agreed

**SECTION 4: APPLICATION FOR LICENSE**

1. Permit application was sent on November 14, 2022 via email and put on the board agenda under a "discussion."
2. Statement has been submitted via email on November 14, 2022 via email.
3. Address has been submitted via email in the permit application on November 14, 2022. Affidavit has been submitted as well.
4. Submitted below:

*These are proposed dates for live events – can confirm should the property/venue be approved.*

Date: June 23-24, 2023	Time: 5pm-11pm
Date: July 7-8, 2023	Time: 5pm-11pm
Date: August 11-12, 2023	Time: 5pm-11pm
Date: September 1-3, 2023	Time: 5pm-11pm
Date: September 27-30, 2023	Time: 5pm-11pm

5. Estimating 2,000 attendees – ticketing platform indicates/controls the number of attendees, as well as contracts with entertainment requires adhering to maximum capacity. Tickets scanned at the

- venue will account for the number of attendees on-site on the dates of events to depict the actual attendance numbers.
6. Map has been submitted on November 14, 2022 and then resubmitted on December 4, 2022 with updated images and 3D rendering.
  7. Newly updated overhead map attached.
  8. Insurance proof can be provided upon approval

**SECTION 5:**

Understood and agreed

**SECTION 6:**

Understood – insurance can be provided upon approved license

**SECTION 7:**

Understood and agreed

**SECTION 8:**

Understood and agreed

**SECTION 9:**

Understood and agreed

Restroom facilities

Drinking fountains

ratio is 1:75

N/A

water available on-site

Understood

Provided in bathrooms

N/A

Understood

Understood

Understood

Understood

N/A

N/A

Understood

Traffic plan already submitted

Understood

N/A

Understood – provided in map

Understood –

provided upon permit approval

Faucets

Sanitizing stations

Showers

Food Service

Medical Facilities

Liquid Waster Disposal

Solid Waste Disposal

Public Bathing Beaches

Public Swimming Pools

Access & Traffic Control

Parking

Camping & Trailer Parking

Lighting

Insurance

Bonding  
Fire Protection

Noise Control

Fencing

Miscellaneous

Understood -  
Understood -  
Will adhere to Fire Chief  
requirements  
Understood -  
Event timeline to not exceed  
11pm (EST)  
Understood -  
Fencing provided by Dave  
Powers Fence Co. & tour  
approved barricade provided  
for venue footprint  
Understood -

**SECTION 10:**

**REVOCATION**

Understood and agreed

**SECTION 11:**

**VIOLATIONS**

Understood and agreed

**SECTION 12:**

**SEVERABILITY**

Understood and agreed

**SECTION 13:**

**REPEALER**

Understood and agreed

**SECTION 14:**

**EFFECTIVE DATE:**

Understood and agreed





February 14, 2023

Mr. Barry Marsh  
Township Supervisor  
**COLUMBIA TOWNSHIP**  
8500 Jefferson Road  
Brooklyn, MI 49230

RE: Proposal for Professional Services  
Columbia Township Park Audit

Dear Mr. Marsh:

Thank you for the opportunity to provide professional services to Columbia Township for a Township Park Audit. We have prepared this letter proposal based on the discussion by the Township Board and discussions with Township staff. This proposal represents our understanding of the project, scope of services, schedule, and compensation.

### Statement of Understanding

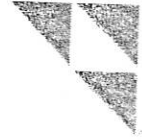
The community survey included in the latest adopted master plan indicated that residents believed there to be inadequate recreational opportunities and facilities, specifically multiuse trails, swimming, ice skating, and a water park. The goals also included creating new local recreational facilities for the general public while developing additional opportunities for meaningful and healthy recreation experiences. While many of the desired amenities already exist in the Township Park, this assessment will evaluate whether the park still meet the goals of the plan along with evaluating their functionality, accessibility, and condition. The completed audit will provide the Township with information to assist in the prioritization of improvements that will enable all residents and visitors to take advantage of these amenities.

### Scope of Services

#### Task 1 - INVENTORY

In this task, OHM Advisors team will familiarize itself with the Township Park and assess the park amenities, including applying the checklist from the New England ADA Center (an affiliate of the ADA National Network) housed in the Institute for Human-Centered Design. Additionally, OHM will evaluate park furnishings such as picnic tables and benches in consultation with the Architectural Barriers Act (ABA) guidelines for Outdoor Developed Areas.

1. Kick-off meeting with client (Client Meeting 1)
2. Consultant team park tour
3. Evaluations utilizing the checklists/guidelines



## Task 2 – ANALYSIS AND RECOMMENDATIONS

During this task, OHM will conduct an analysis of the data gathered during Task 1 and package it into a report for presentation to the Township.

1. Analysis of evaluation activities
2. Categorization of recommended improvements by type
3. Present findings to the client (Client Meeting 2)

## Schedule

The following table outlines the task durations. OHM is prepared to commence work upon receipt of your written authorization to proceed.

TASK	TASK DURATION
Task 1 – INVENTORY	~2 weeks
Task 2 – ANALYSIS AND RECOMMENDATIONS	~4 weeks

## Compensation

OHM Advisors will provide the above-outlined professional services in accordance with the following fee schedule. Our professional services will be performed on an hourly basis.

Task	Cost
Task 1 – INVENTORY	\$2,200
Task 2 – ANALYSIS AND RECOMMENDATIONS	\$1,600
<b>Total</b>	<b>\$3,800</b>

### Notes:

1. Fees were determined based on the noted assumptions. OHM Advisors proposes to confirm these assumptions with the Columbia Township prior to commencing services.
2. The cost associated with each task assumes authorization and execution of all the tasks.
3. “**Hourly (Estimated Fee)**” represents the budget estimate for the Task (per the rates identified in our Hourly Rate Schedule). Budget estimate shall serve as a maximum. Any requested work beyond this fee must be approved by the Township prior to proceeding.

## Clarifications and Assumptions

Our Proposal was prepared based on the following assumptions:

- ❖ The audit will include field evaluation of the Township Park that will include qualitative evaluations of park structures, furniture, pavilions, play equipment and activity equipment. A detailed evaluation of barrier free access (topographic survey of grades, slopes, etc.) is not proposed at this time.
- ❖ If additional labor effort or change in schedule is required beyond described herein, OHM Advisors will negotiate an amendment with the Township. OHM Advisors will not proceed with additional services without written authorization to proceed from the Township.



## Client Responsibilities and Additional Services

Columbia Township will provide a single point of contact to OHM Advisors who is knowledgeable about the project needs and desired outcomes.

## Authorization and Acceptance

If this proposal is acceptable to you, your signature on this letter with a copy returned to me will serve as our authorization to proceed. Upon execution, this Proposal, the Terms & Conditions, and the other attachments will form our agreement.

Thank you for giving us the opportunity to be of service. We look forward to working with you on this project. This proposal is valid for 30 days. If you have any questions or comments, please contact me at [marcus.mcnamara@ohm-advisors.com](mailto:marcus.mcnamara@ohm-advisors.com).

Sincerely,  
OHM Advisors

Acceptance  
Columbia Township

\_\_\_\_\_  
Marcus McNamara, Principal

\_\_\_\_\_  
2/14/2023

\_\_\_\_\_  
Barry Marsh, Township Supervisor

\_\_\_\_\_  
Date

Attachments: Standard Terms and Conditions  
Standard Rate Schedule (if needed)

cc: Jennifer Morris, Client Representative/Project Manager, OHM Advisors

To: Columbia Township Board of Trustees

From: Heather Peterson, Controller

Date: February 20, 2023

Re: Recommendation to Renew Liability Insurance

Attached with this memo is information regarding our renewal with EMC for our liability insurance, effective March 1, 2023. As you can see from the attached memo, the renewal amount for the liability insurance is \$87,115.00. This is an increase of \$11,740.00, or approximately 15.57%, over last year's renewal amount, which was \$75,375.00.

While this may seem like a larger increase than expected, there are a couple of things to remember:

- Our renewal in 2022 did not include a new police car, or additional insurance coverage on the new Fire Department Suburban that was added once it was outfitted with all necessary equipment. There were additional premiums paid after the large payment in the amount of \$3,892.00.
- Our renewal in 2022 did not include insurance on a new sewer building that the Township just purchased late last year. This has resulted in additional premiums as well.
- The township receives many benefits with the liability coverage with EMC, including attorney coverage for lawsuits filed against us. This is not something that is included with all government policies that might be available with other insurance companies.

My recommendation to the Board is that we renew our liability coverage with EMC, for the time period of 3/1/23-3/1/24, as the benefits that we currently have benefit the township.

# Ted Hartleb Agency

5840 Kings Highway  
Kalamazoo, MI 49048  
269-385-5911

01/31/2023

COLUMBIA TOWNSHIP  
BARRY MARSH, SUPERVISOR  
8500 JEFFERSON ROAD  
BROOKLYN, MI 49230-9702

## ESTIMATED PREMIUM BREAKDOWN OF 2023 TO 2024 INSURANCE PREMIUM BY FUND

Dear Barry,

Below is the estimated breakdown of premium by fund/department for the March 1<sup>st</sup>, 2023 to March 1<sup>st</sup>, 2024 policy period:

FUND/DEPT.	PREMIUM
Fire Department	\$28,575.40
Police	\$31,327.82
*Township	\$21,810.30
9601 Cady Road	\$1,362.06
10801 Daughtery Road	\$550.97
Welsch & Riverside/6850 Riverside/ 3108 Jefferson/12260 1/2 Victory/ 11431 Thorne	\$3,488.45
Total	\$87,115.00

\*Please note: Two invoices will make up this premium amount. You will receive an invoice from EMC for \$86,817 and an invoice for your bonds from RLI. The bond premium of \$298 (payable to RLI) is included in the Township portion of this breakdown.

If you have any questions regarding the above breakdown please call me at 269-385-5911.

Sincerely,

Geoffrey G. Lansky  
Ted Hartleb Agency

Thank you for choosing Ted Hartleb Agency and EMC for your township insurance.

# COLUMBIA TOWNSHIP

## Acceptance of Insurance Renewal

Effective Date of Policy: March 1<sup>st</sup>, 2023

Signature \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

**TOTAL PREMIUM**

**\$87,115**

### OPTIONAL LIMITS ACCEPTED:

INITIAL

LIMIT

PREMIUM ADJUSTMENT

\_\_\_\_ GROUP ACCIDENT POLICY \$ \_\_\_\_\_

\$ \_\_\_\_\_

\_\_\_\_ MONETARY DAMAGE \$ \_\_\_\_\_

\$ \_\_\_\_\_

\_\_\_\_ UMBRELLA \$ \_\_\_\_\_

\$ \_\_\_\_\_

\_\_\_\_ LOSS OF SALARY/FRINGE \$50,000/\$100,000

\$ \_\_\_\_\_

\_\_\_\_ LOSS OF SALARY/FRINGE \$75,000/\$150,000

\$ \_\_\_\_\_

\_\_\_\_ CYBERSOLUTIONS \$50,000 - \$100,000

\$ \_\_\_\_\_

\_\_\_\_ SEWER BACKUP \$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

TOTAL ANNUAL PREMIUM:

\$ \_\_\_\_\_