1. CALL TO ORDER
2. VIRTUAL MEETING INSTRUCTIONS
3. INVOCATION AND PLEDGE
4. APPROVAL OF BILLS
5. PUBLIC COMMENT (3 minutes or less) *Board does not respond during public comment
6. APPROVAL OF AGENDA
7. CONSENT AGENDA
   A. Minutes - Public Hearing, December 21, 2020
   B. Minutes - Regular Meeting, December 21, 2020
   C. 2021 Poverty Guidelines
   D. Resolution - Orion 2021 Poverty Exemption
   E. OCCCC 2021 Proposed Budget
   F. Separation of Employment Policy
   G. Authorize Vehicle Purchases - Parks & Recreation
   H. Board Appointment - Environmental Resource Committee
8. PENDING
   A. First Reading - PC-2020-38 Edgar Development Rezone Request
   B. Purchase of Property - Orion Veterans' Memorial
9. REPORTS
   A. Police/Fire Reports
   B. November Municipal Complex Report
   C. December Municipal Complex Report
10. PUBLIC COMMENT
11. BOARD MEMBER COMMENT
12. ADJOURNMENT

In the spirit of compliance with the Americans with Disabilities Act, individuals with a disability should feel free to contact Penny S. Shults, Clerk, at (248) 391-0304, ext. 4001, at least seventy-two hours in advance of the meeting to request accommodations.
Agenda Memo

To: Orion Township Board of Trustees
From: Penny S. Shults, Clerk
Meeting Date: Virtual conference meetings
Memo Date: December 30, 2020
Subject: Public Input Instructions

PROCESS

Public Input Instructions for Virtual Meetings

1. Public Comment for non-agenda items will take place at the beginning of the meeting (3 minutes maximum).

2. Supervisor Barnett will ask for Public Comment for agenda items, and will be received in this order.
   A. People in the meeting on the computer, please raise your hand.
   B. People in the meeting on the phone, please say your name, moderator will make list. Moderator will take down the names and read them back. Anyone who wants to speak and is not on the list can say their name again. Once list is complete, moderator will call by name for public comments.
   C. Any emails will be read during the meeting by the moderator. Please submit emails to board@oriontownship.org

3. Public Comment will take place at the end of the meeting.
The Charter Township of Orion Board of Trustees will hold a regular scheduled Board meeting on Monday, January 4, 2021 at 7:00 p.m.

Due to the health concern of COVID-19 and the Michigan Department of Human Services (MDHHS)), The Charter Township of Orion Board of Trustees Monday, January 4, 2021 at 7:00 p.m. meeting is being offered via video conference.

Video conference can be accessed by downloading the app GoToMeeting. The meeting number is 308-965-445. **Live comments and questions will be accepted during the workshop at an appropriate time that will be explained by Supervisor Barnett.**

You may also email your comments or concerns to board@oriontownship and **include Board meeting in the subject line.** Meetings are aired live on Orion Neighborhood Television.

Access meetings from your device.  
[https://www.gotomeet.me/OrionTownship/orion-township-board](https://www.gotomeet.me/OrionTownship/orion-township-board)

You can also dial in using your phone.  
United States: +1 (872) 240-3212

Access Code: 308-965-445

New to GoToMeeting? Get the app now and be ready when your first meeting starts:  
[https://global.gotomeeting.com/install/308965445](https://global.gotomeeting.com/install/308965445)

Posted 12/30/2020

Penny S. Shults, Clerk  
Charter Township of Orion

---

*In the spirit of compliance with the Americans with Disabilities Act, individuals with a disability should feel free to contact Penny S. Shults, Clerk, at 391-0304, ext. 4001, at least seventy-two hours in advance of the meeting to request accommodations. Thank you kindly.*
### INVOICES

<table>
<thead>
<tr>
<th>Description</th>
<th>Date</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non Board Bills</td>
<td>12/21/2020</td>
<td>$28,684.65</td>
</tr>
<tr>
<td>Non Board Bills</td>
<td>12/25/2020</td>
<td>$14,520.93</td>
</tr>
<tr>
<td>Board Bills</td>
<td>1/4/2020</td>
<td>$1,681,576.59</td>
</tr>
</tbody>
</table>

**Total Invoices** $1,724,782.17

**Void #132168 Replacement** $(140.00)

**Total Invoice Disbursements** $1,724,642.17

### PAYROLL

<table>
<thead>
<tr>
<th>Description</th>
<th>Date</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regular Pay</td>
<td>12/23/2020</td>
<td>$208,843.53</td>
</tr>
<tr>
<td>Board Pay</td>
<td>12/30/2020</td>
<td>$9,588.00</td>
</tr>
</tbody>
</table>

**FICA Expenses** $16,535.86

**Benefit Expenses** $58,719.73

**Total Payroll Disbursements** $293,687.12

**Grand Total Disbursements** $2,018,329.29

Due to the conversion to the Pooled Cash Fund, total disbursements include refunds from deposits, bonds & escrows which are not expenses to the township. The payroll check register shows deductions that are not expenses to the township.

Prepared by Tandem Graves, AP/PA Coordinator
CALL TO ORDER. The Charter Township of Orion Board of Trustees held a Public Hearing on Monday, December 21, 2020, via video conference only. The 2021 Budget Public Hearing was held to provide an opportunity for members of the public to offer comments related to the 2021 Budgets.

BOARD MEMBERS PRESENT: Chris Barnett, Penny Shults, Donni Steele, Brian Birney, Julia Dalrymple, Mike Flood & Kim Urbanowski

BOARD MEMBERS ABSENT: None

OTHERS PRESENT: Dakota Westmoreland Chief Rob Duke Eric Florence Kelly Ondersma
Gary Roberts Jason Tackaberry Ashely Coyle Dan Toth
John Pender Kyle Cameron Aaron Watley Jeff Stout
Eric Schwalabe Daniel Burmesiter Kyle Jeffery William Anderson
Jim Stevens Joe Skore Tammy Girling

Supervisor Barnett convened the Public hearing at 7:19 p.m.

The Public Hearing was held to afford the opportunity for public comment concerning the 2021 Budgets.

Seeing and hearing no citizens were interested in providing comments related to the 2021 Budgets, Supervisor Barnett adjourned the Public Hearing at 7:21 p.m.

Transcription: M. Bardecki

Penny S. Shults, Clerk

Chris Barnett, Supervisor
Charter Township of Orion
1. CALL TO ORDER. The Charter Township of Orion Board of Trustees held a Public Hearing Meeting on Monday, December 21, 2020 via video conference only. Supervisor Barnett called the meeting to order at 7:00 p.m.

BOARD MEMBERS PRESENT: Chris Barnett, Penny Shults, Donni Steele, Brian Birney, Julia Dalrymple, Mike Flood, Kim Urbanowski

BOARD MEMBERS ABSENT: None

OTHERS PRESENT: Dakota Westmoreland Chief Rob Duke Eric Florence Kelly Ondersma
Gary Roberts Jason Tackaberry Ashely Coyle Dan Toth
John Pender Kyle Cameron Aaron Watley Jeff Stout
Eric Schwalabe Daniel Burmesiter Kyle Jeffery William Anderson
Jim Stevens Joe Skore Tammy Girling Dave Goodloe

2. VIRTUAL MEETING INSTRUCTIONS.

3. INVOCATION AND PLEDGE. Clerk Shults gave the Invocation, followed by the Pledge of Allegiance.

4. RECOGNITION – VFW Firefighter of the Year. Derek Welch is recognized for his bravery and being a mentor to fellow and newer firefighters, as well as participating in volunteer and community charitable events.

5. CITIZEN OF THE MONTH. Trustee Julia Dalrymple is recognized for her hard work and dedication in partnering with Forgotten Harvest and leading volunteers for 40 weeks to provide food to residents.

6. RECOGNITION – President of Oakland County Building Officials Association. Dave Goodloe is elected as President of the Oakland County Building Officials Association, chosen among and by his peers to be President of the Association for the next year.

7. RECOGNITION – Orion Township Firefighters Good Fellows. Group of Orion Firefighters who give their own time and serve the community, and have been doing so for 56 years. This year they are serving 13 families, which includes 35 kids, by spending a portion of their Christmas Eve day delivering gifts collected through fundraising and the residents in the community.

8. APPROVAL OF BILLS. Moved by Treasurer Steele, seconded by Trustee Flood to authorize payment of bills in the amount of $837,315.76 and payrolls in the amount of $236,335.46, for a total disbursement of funds in the amount of $1,073,651.22, as presented. AYES: Urbanowski, Barnett, Shults, Steele, Birney, Dalrymple, Flood ABSENT: None NAYS: None MOTION CARRIED
9. **PUBLIC HEARING – 2021 BUDGET.** Provide the public another opportunity to provide comment on the 2021 Budgets prior to their adoption.

10. **PUBLIC COMMENT** (3 minutes or less) *Board does not respond during public comment.
Public comment was not heard.


Moved by Trustee Flood, seconded by Treasurer Steele to approve the agenda, as amended.
MOTION CARRIED

12. **CONSENT AGENDA.**

A. **Minutes - Regular Meeting, December 07, 2020.** Approve, as presented.

B. **2021 Non-Union Salary Rates.** Adopt the resolutions and approve the 2021 non-union pay rates, as presented.

C. **Clinton River Watershed Council Membership.** Authorize the 2021 membership in the Clinton River Watershed Council and the payment of $3,000.00 in annual dues.

D. **Revised Fee Schedule – Building Department.** Approve the building, electrical, mechanical and plumbing permit fee schedule changes as presented.

E. **Revised Fee Schedule – Parks & Recreation.** Revise Parks & Recreation rental fees, as presented.

F. **Municipal Complex Furniture Order.** Approve the proposal for municipal complex furniture and authorize the payment of the $381,600.00 deposit.

G. **Camp Agawam Tree Survey.** Authorize the contracting with OHM, Township Engineers for the Camp Agawam Forest Canopy Assessment, at a total cost not to exceed $12,500.00, with the understanding that $10,000.00 from the 2020 budget, and any remaining costs paid in 2021.

H. **Award Bid for Structural Firefighting Protective Clothing – Fire Department.** Approve and authorize the Fire Department to purchase 10 sets of structural firefighting protective clothing in the amount of $2,601 per set of turnout gear, total amount of purchase $26,010.00 and award bid to 5 Alarm Fire & Safety Equipment, 350 Austin Circle, Delafield, WI 53018.

I. **Temporary Sign Fee Waiver Request – St. Joseph’s Catholic Church.** Reduce the annual sign permit fee for St. Joseph’s Catholic Church to $25.00.
J. Peddler/Solicitor License Application – Advocate Construction. Approve Mr. Foster’s application and issue a peddler’s license under Ordinance 95.

K. Open Meeting Act Remote Meetings Procedure. Approve the Resolution to Adopt Remote Meeting Procedures as required by the Open Meetings Act and authorize the Township Clerk to certify and file same.

L. Request for Bids – Purchase Ambulance and Fire Engine. Approve and authorize the Supervisor, Budget and Procurement Director, and Fire Chief to solicit proposals for the purchase of one ambulance and one fire engine using the cooperative bid process and bring back to the Board for consideration.

Moved by Clerk Shults, seconded by Trustee Birney to approve the Consent Agenda, as amended.
AYES: Birney, Dalrymple, Flood, Urbanowski, Barnett, Shults, Steele
NAYS: None
MOTION CARRIED

13. PENDING BUSINESS

A. Adopt 2021 Budget. Moved by Treasurer Steele, seconded by Trustee Birney to adopt the Resolution of the Charter Township of Orion Adopting of Budget and Setting Millage Levy, a resolution to establish and define the adoption of budgets, levy millage, and make appropriations for Fiscal Year 2021, thereby adopting the 2021 Budgets as presented.
AYES: Dalrymple, Flood, Urbanowski, Barnett, Shults, Steele, Birney
NAYS: None
MOTION CARRIED

B. Hire Firefighters/Paramedics and EMS Coordinator. Moved by Trustee Flood, seconded by Trustee Birney to authorize the hiring of Kyle Cameron to fill the approved position of Emergency Medical Service (EMS) Coordinator in the 2021 Budget effective January 4, 2021.
AYES: Shults, Steele, Birney, Dalrymple, Flood, Urbanowski
NAYS: None
MOTION CARRIED

Moved by Trustee Birney, seconded by Trustee Urbanowski to authorize the hiring of seven (7) firefighters – Daniel Burmeister, Kyle Jeffery, Mitchel Morawski, Kelly Ondersma, Eric Schwalbe, Jason Tackaberry, and Dakota Westmoreland – to fill the approved positions in the 2021 budget effective January 4, 2021 pending results of Physical, Background Check and Drug Screening.
AYES: Shults, Steele, Birney, Dalrymple, Flood, Urbanowski, Barnett
NAYS: None
MOTION CARRIED

C. First Reading – PC 2019-48 Cottages at Gregory Meadows PUD. Moved by Clerk Shults, seconded by Trustee Urbanowski. The Charter Township of Orion Board of Trustees having reviewed the application, the Township consultant reviews and having taken into consideration all of the following eligibility criteria:
Move to declare the first reading of PC-2019-48, Cottages at Gregory Meadows Final PUD Rezone/Map Amendment and Agreement, was held on December 21, 2020 and approve the request to rezone the property from Suburban Farms (SF) to Planned Unit Development (PUD), located at 3537 and 3595 Gregory Rd. (Sidwell ID #09-31-200-006 and 09-31-200-008) for plans date stamped received November 6, 2020, and direct the Clerk to publish for second reading and possible approval/adoptions on January 19, 2021 for the reasons given by the Planning Commission at the December 2, 2020 meeting and the conditions set forth by the Planning Commission on December 2, 2020.

AYES: Steele, Birney, Dalrymple, Flood, Urbanowski, Barnett, Shults  
ABSENT: None  
NAYS: None  
MOTION CARRIED

D. First Reading – Combining Safety Path Regulation Ordinance (Ord. 97) and Parks and Recreation Ordinance (Ord. 132). Moved by Clerk Shults, seconded by Trustee Steele to approve the first reading of the Amendment to Orion Charter Township’s Safety Path Regulation Ordinance (Ordinance No. 97) and direct the Clerk to publish said Ordinance in accordance with the state and hereby set the second reading of said Ordinance Amendment for January 19, 2021.

AYES: Dalrymple, Flood, Urbanowski, Barnett, Shults, Steele, Birney  
ABSENT: None  
NAYS: None  
MOTION CARRIED

Moved by Clerk Shults, seconded by Trustee Flood to approve the first reading of the Amendment to Orion Charter Township’s Parks and Recreation Ordinance (Ordinance No. 132) and direct the Township Clerk to publish said Ordinance in accordance with State Law and hereby set the second reading of said Ordinance Amendment for January 19, 2021.

AYES: Flood, Urbanowski, Barnett, Shults, Steele, Birney, Dalrymple  
ABSENT: None  
NAYS: None  
MOTION CARRIED

E. Budget Adjustment. Moved by Clerk Shults, seconded by Trustee Birney to direct the Accounting Controller to make the necessary Budget Adjustments as described in the memo.

AYES: Barnett, Shults, Steele, Birney, Dalrymple, Flood, Urbanowski  
ABSENT: None  
NAYS: None  
MOTION CARRIED
F. Oakland County COVID-19 Grant Program. Moved by Clerk Shults, seconded by Trustee Flood to authorize and have the Supervisor submit a Rapid Response Grant Application for Phase I of the Oakland County CVT (City, Village, Township) Grant Program to support restaurants, bars and cafes during COVID.
AYES: Shults, Steele, Birney, Dalrymple, Flood, Urbanowski, Barnett  ABSENT: None
NAYS: None  MOTION CARRIED

G. Appointments to Boards, Commissions and Committees. Moved by Clerk Shults, seconded by Trustee Birney to recuse Trustee Flood due to a family connection.
AYES: Steele, Birney, Dalrymple, Urbanowski, Barnett, Shults  ABSENT: None
NAYS: None  MOTION CARRIED

Moved by Treasurer Steele, seconded by Trustee Birney to approve the appointments as presented.
AYES: Birney, Dalrymple, Urbanowski, Barnett, Shults, Steele  ABSENT: None
NAYS: None  RECUSED: Flood  MOTION CARRIED

14. REPORTS

A. Police/Fire Reports. Moved by Trustee Birney, seconded by Clerk Shults to receive and file the Police and Fire Reports.
MOTION CARRIED

MOTION CARRIED

15. PUBLIC COMMENT. Public Comment was not heard.

16. BOARD MEMBER COMMENTS. Board member comments were heard.

17. CLOSED EXECUTIVE SESSION: 10:03 P.M. Moved by Clerk Shults, seconded by Steele to go into closed executive session to discuss pending litigation and purchase of property.
AYES: Birney, Dalrymple, Flood, Urbanowski, Barnett, Shults, Steele  ABSENT: None
NAYS: None  MOTION CARRIED

The Board was in temporary recess from 10:03 p.m. – 10:23 p.m. for the Closed Executive Session.

The regular Board of Trustees meeting reconvened at 10:23 p.m.
18. ADJOURNMENT. Moved by Trustee Flood, seconded by Supervisor Barnett to adjourn. MOTION CARRIED The meeting was adjourned at 10:23 p.m.

________________________________
Penny S. Shults, Clerk

________________________________
Chris Barnett, Supervisor
Charter Township of Orion

Transcription: M. Bardecki
Agenda Item Summary

To: Orion Township Board Members

From: Penny S. Shults, Clerk

Meeting Date: January 4, 2021
Memo Date: December 30, 2020

Subject: Poverty Exemption Application

REQUEST

Amend the poverty guidelines and use the 2020 HUD Extremely Low-Income Guidelines and use the updated application as presented for 2021.

REASON

The following attachment is the poverty income standards and application, which Orion Township Board of Review will utilize to establish eligibility for tax exemption due to poverty, for 2021. These income levels are the 2020 extremely low-income guidelines as established by the U.S. Department of Housing and Urban Development.

PROCESS

BUDGET

If yes, fill out information below:

Financial Item? ☐

Project/Grant Tracking? ☐

Expected Invoice Date: Click or tap to enter a date.

Reviewed by Budget Director? ☐

<table>
<thead>
<tr>
<th>Fund Name</th>
<th>Account No.</th>
<th>Description</th>
<th>Budget Amount</th>
<th>Cost</th>
<th>Remaining Budget</th>
</tr>
</thead>
</table>

RECOMMENDATION (Motion)

To amend the poverty guidelines and use the 2020 HUD Extremely Low-Income Guidelines and use the updated application as presented for 2021.
ORION TOWNSHIP POVERTY INCOME STANDARDS

The following are the poverty income standards, which Orion Township Board of Review will utilize to establish eligibility for tax exemption due to poverty, for 2021. These income levels are the 2020 extremely low-income guidelines as established by the U.S. Department of Housing and Urban Development. These income guidelines were adopted by the Orion Township Board of Trustees.

<table>
<thead>
<tr>
<th>Residing in Homestead</th>
<th>Income Threshold</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Person</td>
<td>$16,500</td>
</tr>
<tr>
<td>2 Persons</td>
<td>$18,850</td>
</tr>
<tr>
<td>3 Persons</td>
<td>$21,720</td>
</tr>
<tr>
<td>4 Persons</td>
<td>$26,200</td>
</tr>
<tr>
<td>5 Persons</td>
<td>$30,680</td>
</tr>
<tr>
<td>6 Persons</td>
<td>$35,160</td>
</tr>
<tr>
<td>7 Persons</td>
<td>$39,640</td>
</tr>
<tr>
<td>8 Persons</td>
<td>$44,120</td>
</tr>
<tr>
<td>For each additional person add</td>
<td>$4,320</td>
</tr>
</tbody>
</table>

WHEREAS, Public Act 390 of 1994, which amended Section 7u of Act No. 206 of the Public Acts of 1893, as amended by Act No. 313 of the Public Acts of 1993, being sections 211.7u of the Michigan Compiled laws, requires that the governing body of the local assessing unit determine and make available to the public the policy and guidelines used by the Board of Review in granting reductions in property assessment due to limited income and assets, referred to as Poverty Exemptions.

In order to be eligible for poverty exemption in the Charter Township of Orion, a person shall do all of the following on an annual basis:

1. Be an owner of and occupy as a principal residence the property for which an exemption is requested.
2. File a claim with the Board of Review on a form provided by the Township.
3. Submit the most recent years’ copies of the following:
   b. Either Senior Citizen Homestead Property Tax Form MI-1040CR-1 or General Homestead Property Tax Claim MI-1040CR-4
   c. Statement from the Social Security Administration and/or Michigan Social Services as to monies paid to the applicant(s) during the previous year.
4. Produce a valid driver’s license or other form of identification.
5. Produce a deed, land contract, or other evidence of ownership of the property for which the exemption is requested.

The Board of Review will apply the following to determine the eligibility of the applicant for poverty exemption:

**INCOME TEST**

The applicant’s total household income cannot exceed the most current Extremely Low-Income Guidelines as set forth by the U.S. Department of Housing and Urban Development and to be updated annually.

A poverty exemption shall not be granted to an applicant with cash on deposit in excess of the proposed tax obligation for the ensuing year, unless the applicant can show evidence that the cash is subject to a legitimate cost of living expense.

Meeting the income level guidelines does not guarantee 100% exemption; at their discretion, the Board may approve full or partial exemption, if deemed appropriate. Those applicants granted partial exemptions will be required to pay a property tax equal to 3.5% of their annual gross income.

**ASSET TEST**

A poverty exemption shall not be granted to an applicant whose assets exceed 3x the assigned HUD income guidelines. An applicant’s homestead and principal vehicle shall be excluded from consideration as an asset. All other property, including from all other persons residing in the household, shall be included as an asset.

A poverty exemption shall not be granted to an applicant who owns real property, whether singly or jointly, regardless of location, other than their homestead.

In reviewing the application and all supporting documentation, the Board of Review will consider income, assets, potential earning capacity, medical conditions, and any other unique circumstances of the applicant. The Board may deviate from the established policy and guidelines only for substantial and compelling reasons. Said reasons must be stated in writing and provided to the applicant.
Name: ___________________________________________________________________

Phone Number (Home): ______________________ (Work): ____________________

Address and Parcel Number of Property to be Exempted:

  Address: __________________________________________
  Parcel#: __________________________________________

Legal Ownership/Title Held By: (All persons, firms, corporations, etc. who hold an interest in above.)

POVERTY EXEMPTION APPLICATION
Confidential Information
Marital Status: Married _____ Single_____ Divorced______ Separated _____ Widowed______

Are you Disabled: _______ NO

_________ YES (Please describe disability ____________________________________________

Date of Birth: __________________________ Social Security #: ______- ______- _______

Real Estate Information:

Is the above property paid in full? __________________________

If NO, balance owed: ______________________________________________________________

To Whom:_______________________________________________________________

Monthly Payment (Principal and Interest Only): __________________________

How long have you lived at this address: ______________________

Do you own, are buying, or have interest in other property? If yes, please provide the following:

Address of Property: _____________________________________________________________

Date Purchased/Acquired: ______________________ Purchase Price: ______________________

Estimated Current Value: ______________________

Co-Owner and Address: ______________________
Please attach additional pages that contain information for property in which you hold interest.

Is any portion of the referenced property used for business purposes? _____NO _____YES

If YES, please provide the following:

Business Name: ___________________________________________________________

Business Owner(s): _________________________________________________________

Nature of Business: ________________________________________________________

Income from Business: _____________________________________________________

ASSET LISTING

Please list all assets owned or controlled by you and their value:

Cash: (Checking Accounts) ______________________________
Savings Account(s) ______________________
Certificates of Deposit _____________________
Money Market Accounts _____________________
Stocks _____________________
Bonds _____________________
Treasury Bills _____________________
Insurance _____________________
I R A _____________________
Keogh Annuities _____________________
Deferred Compensation _____________________
Vested Retirement Plans _____________________
Gems _____________________
Jewelry _____________________
Coins _____________________
Antiques _____________________
Automobiles _____________________
Trucks _____________________
Trailers _____________________
Boats _____________________
Recreational Vehicles _____________________
Other _____________________

TOTAL VALUE: $ _____________________

Comments/Details:
AVERAGE MONTHLY EXPENSES  
(PREVIOUS YEAR)

Rent/House Payment (P & I Only) _______________________________________

Life Insurance _________________________________________________________

Health Insurance ______________________________________________________

Home Insurance _______________________________________________________  

Auto Insurance _______________________________________________________  

Taxes (Homestead) _____________________________________________________

Taxes (Other Property) _________________________________________________

Special Assessments ___________________________________________________

Utilities:

Gas and Oil ____________________________________________________________

Electricity _____________________________________________________________

Telephone ____________________________________________________________

Water & Sewer _________________________________________________________

Child Care ____________________________________________________________

Food/Groceries _________________________________________________________

Clothing ______________________________________________________________

Other Loans __________________________________________________________

Non-Reimbursed Medical ________________________________________________

Lawn Care/Snow Removal ______________________________________________

Cable _________________________________________________________________

Other (Specify) ________________________________________________________

TOTAL EXPENSES: $________________________________________________________

(Verification of expenses may be required)
Below, please list all persons who "domiciled" in the homestead during the last calendar year and the amount of time in the referenced homestead. Complete the following information for each individual who considered this his/her domicile. (Attach additional sheets as necessary.) The word "domicile" is used in this application as follows:

"That place to which an individual considers to be his or her residence. It is the place in which you plan to return whenever you go away."

Residents:

Name: ________________________  Name: ___________________________
Age: ____________Relationship: ___________________ Age: _____________Relationship: ____________________
Occupation: ___________________________________ Occupation: ______________________________________
Annual Income: _______________________________ Annual Income: __________________________________
Period of Time in Domicile: ______________________ Period of Time in Domicile:________________________

Dependents Claimed by Applicant:

Name: ________________________  Name: ___________________________
Age: ____________Relationship:_______________ Age: ___________Relationship: ______________
Occupation: __________________________________ Occupation: ______________________________________
Annual Income: _______________________________ Annual Income: ___________________________________

Persons Registered to Vote who have used the property as domicile:

Name(s): ______________________________________

Contributors of Support:

Person/Organization: __________________________
Amount: (Indicate weekly, monthly, annually)
Person/Organization: __________________________
Amount: (Indicate weekly, monthly, annually)
Please list all sources of public assistance you received during the last calendar year.

Source: ___________________________     Source: _____________________
Amount ___________________________    Amount: _____________________

INCOME SOURCES

Amount received from each source of annual personal income for the past year!

  Wages, salaries, tips    ___________________________
  Strike and sub-pay       ___________________________
  Interest and dividend income   _______________________
  Gross rent from business    _______________________
  Royalty income           ___________________________
  Retirement Pension       ___________________________
  Annuity benefits         ___________________________
  Farm income              ___________________________
  Capital gains            ___________________________
  Alimony                  ___________________________
  Social Security, SSI, Railroad __________
  Child support            ___________________________
  Unemployment compensation _______________________
  TRA benefits             ___________________________
  Workers compensation     ___________________________
  Veterans disability compensation ___________________
  Aid to Dependent Children (ADC) ___________________
  All public assistance payments ____________________
  All other taxable income __________________________
  All other non-taxable income __________________________
  Barter income            ___________________________
  Other                    ___________________________

TOTAL INCOME $ ______________________

Please list total personal income from all sources of everyone domiciled in your household for the 2020 calendar year:

LOANS/DEBTS (Attach additional pages if necessary.)

Indebted to:                                               Date of Debt:
Initial Debt: ___________________________ Monthly Payment: ________________________ Debt Balance: ________________________
Revolving Credit: ____________  20
Certification by Applicant(s) for Poverty Application

I/We am/are unable to pay the full property taxes on the aforementioned property and hereby make application for property tax relief in accordance with Section 211.7u of the Michigan Compiled Laws. I/We declare the statements made herein are complete, true and correct to the best of my/our knowledge. I/We further understand if any information contained herein is found to be false or incomplete, all relief granted by this application will be forfeited and placed back on the assessment roll with penalties and interest occurring on the additional tax liability in accordance with Section 211.119 of the Michigan Compiled Laws. I/We further understand that any willful misstatements or misrepresentations made on this form may constitute perjury which, under law, is a felony and punishable by fine and/or imprisonment.

Signature of Applicant____________________________________

Signature of Co-Applicant_________________________________

Date:__________________________________________________

21
Agenda Item Summary

To: Orion Township Board Members
From: Penny S. Shults, Clerk
Meeting Date: January 4, 2021
Memo Date: December 29, 2020
Subject: Resolution – Orion 2021 Poverty Exemption

REQUEST

Attached is a copy of a resolution that would adopt a policy relative to the review and granting of Poverty Exemptions by the Charter Township of Orion Board of Review.

REASON

PROCESS

BUDGET

If yes, fill out information below:

| Financial Item? | ☐ |
| Project/Grant Tracking? | ☐ |
| Expected Invoice Date: | Click or tap to enter a date. |
| Reviewed by Budget Director? | ☐ |

<table>
<thead>
<tr>
<th>Fund Name</th>
<th>Account No.</th>
<th>Description</th>
<th>Budget Amount</th>
<th>Cost</th>
<th>Remaining Budget</th>
</tr>
</thead>
</table>

RECOMMENDATION (Motion)

To approve the resolution adopting a policy relative to the Review and Granting of Poverty Exemptions by the Charter Township of Orion Board of Review.
RESOLUTION NO. ________

CHARTER TOWNSHIP OF ORION
COUNTY OF OAKLAND
STATE OF MICHIGAN

BOARD OF TRUSTEES
RESOLUTION ADOPTING A POLICY RELATIVE TO THE REVIEW
AND GRANTING OF POVERTY EXEMPTIONS BY THE CHARTER
TOWNSHIP OF ORION BOARD OF REVIEW

At a regular meeting of the Charter Township of Orion Board of Trustees, Oakland County, Michigan, held on the ___ day of ______________, 2021, at _____ p.m., with the following members in attendance:

PRESENT:

ABSENT:

The following preamble and Resolution was offered by ____________________ and seconded by ____________________.

WHEREAS, Public Act 390 of 1994, which amended Section 7u of Act No. 206 of the Public Acts of 1893, as amended by Act No. 313 of the Public Acts of 1993, being Sections 211.7u of the Michigan Compiled Laws, requires that the governing body of the local assessing unit determine and make available to the public the policy and guidelines used by the Board of Review in granting reductions in property assessments due to limited income and assets, referred to as Poverty Exemptions.

NOW, THEREFORE, BE IT RESOLVED that in order to be eligible for poverty exemption in the Charter Township of Orion, a person shall do all of the following on an annual basis:

1. Be an owner of and occupy as a principal residence the property for which an exemption is requested.

2. File a claim with the Board of Review on a form provided by the Township.
3. Submit the most recent years' copies of the following:
   b. One of the following:
      i) Senior Citizens Homestead Property Tax Form MI-1040CR-1; or
      ii) General Homestead Property Tax Claim MI-1040CR-4;
   c. Statement from the Social Security Administration and/or Michigan Social
       Services as to monies paid to the applicant(s) during the previous year;

4. Produce a valid driver's license or other form of identification; and

5. Produce a deed, land contract, or other evidence of ownership of the property for
   which the exemption is requested; and

**BE IT FURTHER RESOLVED** that the applicant’s total household income cannot
exceed the previous calendar year’s “Extremely Low-Income Guidelines” as set forth by the U.S.
Department of Housing and Urban Development (“HUD”), which are updated annually; and

**BE IT FURTHER RESOLVED** that a poverty exemption shall not be granted to an
applicant with cash on deposit in excess of the proposed tax obligation for the ensuing year, unless
the applicant can show evidence that the cash is subject to a legitimate cost of living expense; and

**BE IT FURTHER RESOLVED** that meeting the income level guidelines does not
guarantee 100% exemption; at their discretion, the Board may approve full or partial exemption,
if deemed appropriate. Those applicants granted partial exemptions shall be required to pay a
property tax equal to 3.5% of their annual gross income; and

**BE IT FURTHER RESOLVED** that a poverty exemption shall not be granted to an
applicant whose investments will produce an income, which when added to the applicant’s
household income exceeds the adopted “Extremely Low-Income Guidelines”; and

**BE IT FURTHER RESOLVED** that a poverty exemption shall not be granted to an
applicant whose assets exceed three (3) times the assigned HUD income guidelines. An applicant’s
homestead and principal vehicle shall be excluded from consideration as an asset. All other property, including that of all other persons residing in the household, shall be included as an asset. Property shall include, but is not limited to: cash, savings, stocks, mutual funds, insurance commodities, coin collections, art, motor vehicles, recreation vehicles, etc.; and

**BE IT FURTHER RESOLVED** that a poverty exemption shall not be granted to any applicant who owns real property, whether singly or jointly, regardless of location, other than their homestead; and

**BE IT FURTHER RESOLVED** that in reviewing the application and all supporting documentation, the Board of Review will consider income, assets, potential earning capacity, medical conditions, and any other unique circumstances of the applicant. The Board may deviate from the established policy and guidelines only for substantial and compelling reasons which shall be stated in writing and provided to the applicant; and

**BE IT FURTHER RESOLVED** that, in order to ease the burden on taxpayers, the Township Assessor, and the Board of Review and to ensure that all taxpayers have an equal opportunity to be heard by the Board of Review, the Township of Orion hereby resolves, according to provisions of MCL 211.30(8) of the General Property Tax Act, that the Board of Review shall receive letters of protest regarding assessments from resident taxpayers from the first Tuesday in March until it adjourns from the public hearings for which it meets to hear such protests. All notices of assessment change and all advertisements of Board of Review meetings are to include a statement that the resident taxpayers may protest by letter to the Board; and

**BE IT FURTHER RESOLVED** that to conform with the provisions of PA 390 of 1994, this resolution is hereby given immediate effect and will stay in effect for subsequent years until amended or voided.
ON MOTION OF ________________ SUPPORTED BY ________________ the
foregoing RESOLUTION IS DECLARED ADOPTED.

YEAS:   _____
NAYS:   _____
ABSTENTIONS:   _____

STATE OF MICHIGAN  )
COUNTY OF OAKLAND  )

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted at a regular meeting of the Charter Township of Orion, Oakland County, Michigan, on the ____ day of ________________, 2021, the original of which is on file in my office.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this ____ day of ________________, 2021.

Clerk Penny Shults
Charter Township of Orion
Agenda Item Summary

To: Orion Township Board Members
From: Penny S. Shults, Clerk
Meeting Date: January 4, 2021
Memo Date: December 22, 2020
Subject: OCCC Budget

REQUEST
Attached is a copy of a joint resolution indicating support for the Orion Community Cable Communications Commission (OCCC) budget, as well as a copy of the adopted 2021 budget.

REASON
Orion Township and the Village of Lake Orion are asked to indicate their support, by resolution for the OCCC annual budget.

PROCESS
The Township will adopt their portion of the budget at the January 4, 2021 meeting; the Village will adopt their portion at their January 11, 2021 meeting.

BUDGET
If yes, fill out information below:

<table>
<thead>
<tr>
<th>Financial Item?</th>
<th>Project/Grant Tracking?</th>
<th>Expected Invoice Date:</th>
<th>Reviewed by Budget Director?</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐</td>
<td>☐</td>
<td>Click or tap to enter a date.</td>
<td>☐</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fund Name</th>
<th>Account No.</th>
<th>Description</th>
<th>Budget Amount</th>
<th>Cost</th>
<th>Remaining Budget</th>
</tr>
</thead>
</table>

RECOMMENDATION (Motion)
Board action would be to adopt the Township’s portion of the Joint Resolution of the Village Council of the village of Lake Orion and the Board of Trustees of the Charter Township of Orion, as presented and direct the Clerk to forward a certified copy to the Village of Lake Orion and the OCCC.
December 17, 2020

To: Penny Shults  
Orion Township Clerk  

Susan Galeczka  
Village of Lake Orion Clerk

From: Diane Griffiths  
OCCC Administrator

RE: OCCC Proposed 2021 Budget

Attached is the proposed 2021 budget for the Orion Cable Commission which was approved by the Commission at their meeting on December 10, 2020.

Township Ordinance 80 and Village Ordinance 16.05 Section 5 (E) (9) each state that the cable commission is to: “Prepare an annual budget and, prior to adopting same, conduct a public hearing thereon, which budget shall not be effective until approved by joint resolution of the Lake Orion Village Council and the Orion Township Board.”

A virtual public hearing was held on December 10, 2020 after public notice was given in the Orion Review, on Government Access Channel 20, and on the OCCC website.

Please submit for approval and joint resolution.

Thank you!
### Orion Community Cable Communications Commission

### 2021 Budget Proposal for Adoption in December 2020

#### Orion Cable Commission 2021 Budget Proposal

**12/10/2020**

<table>
<thead>
<tr>
<th>Category</th>
<th>2020 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Income:</strong></td>
<td></td>
</tr>
<tr>
<td>Franchise &amp; PEG Fees</td>
<td>718,000</td>
</tr>
<tr>
<td>Interest</td>
<td>18,000</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td>736,000</td>
</tr>
<tr>
<td><strong>Prior Year Carryover</strong></td>
<td>2,817,502</td>
</tr>
<tr>
<td><strong>Total Income &amp; Carryover</strong></td>
<td>$3,553,502</td>
</tr>
</tbody>
</table>

#### Expenses:

- Administrative: 2,000
- Asset Acquisition/Replacement: -
- Contracted Liaison: 22,000
- Cable Connections: 10,000
- Capital Improvements: 24,000
- Education: 2,000
- Grants: 150,000
- Insurance: 5,000
- Meals & Travel: 4,000
- Membership Fees: 2,000
- ONTV: 373,850
- Professional Services: 16,000
- Shared Building Services: 4,000

**Total Expense**: 614,850

Total Income - Total Expense: 121,150

Projected Year End Carryover: $2,938,652
RESOLVED: that the 2021 Budget Proposal of the Orion Community Cable Communications Commission for the fiscal period of January 1, 2021 through December 31, 2021, indicating Income in the amount of $736,000 and Expenses in the amount of $614,850 is hereby approved by the Village Council of the Village of Lake Orion, at its regular meeting held on the 11th day of January, 2021, with the understanding that this approval does not approve of or commit the Village to any contract with the Orion Neighborhood Television Corporation or authorize the payment of any monies to said Corporation. Resolution adopted upon motion of ____________, seconded by ____________, and duly adopted: Ayes: ____ Nays: ____ Absent: _____. Motion carried, and

BE IT FURTHER RESOLVED: that the 2021 Budget Proposal of the Orion Community Cable Communications Commission for the fiscal period of January 1, 2021 through December 31, 2021 indicating Income in the amount of $736,000.00 and Expenses in the amount of $614,850.00, is hereby approved by the Board of Trustees of the Charter Township of Orion, at its regular meeting held on the 4th day of January, 2021, with the understanding that this approval of the Budget Proposal does not approve of or commit the Township to any contract with the Orion Neighborhood Television Corporation or authorize the payment of any monies to said Corporation. Resolution adopted upon motion of ____________, seconded by ____________, and duly adopted: Ayes: ___. Nays: ____None___ Absent:____

CERTIFICATION

I, Penny S. Shults, duly elected Clerk of the Charter Township of Orion, do hereby certify that Paragraph Two of the above resolution is a true and complete copy of a resolution adopted by the Charter Township of Orion Board of Trustees at a regular meeting held on the 4th day of January 2021, and that minutes of the meeting were kept, and will be, or have been made available as required according to Act No. 267, Public Acts of Michigan, 1976, as amended.

____________________________
Penny S. Shults, Clerk
Charter Township of Orion
Date: ______________________
Agenda Item Summary

To: Board of Trustees
From: Chris Barnett, Supervisor
Meeting Date: January 4, 2021
Memo Date: December 30, 2020
Subject: Termination of Employment Policy

REQUEST
Establish and define employment termination, termination date and final pay.

REASON
The policy clarifies last day of employment and final payouts that are not clearly defined in the Employee Handbook or Collective Bargaining Agreements.

PROCESS
Effective January 4, 2021, the Termination of Employment Policy will provide guidelines for determining final dates of employment as well as payouts for voluntary and involuntary terminations.

BUDGET
If yes, fill out information below:

<table>
<thead>
<tr>
<th>Financial Item?</th>
<th>☐</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project/Grant Tracking?</td>
<td>☐</td>
</tr>
<tr>
<td>Expected Invoice Date:</td>
<td>Click or tap to enter a date.</td>
</tr>
<tr>
<td>Reviewed by Budget Director?</td>
<td>☐</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fund Name</th>
<th>Account No.</th>
<th>Description</th>
<th>Budget Amount</th>
<th>Cost</th>
<th>Remaining Budget</th>
</tr>
</thead>
</table>

RECOMMENDATION (Motion)
It is recommended to approve the Termination of Employment Policy effective January 4, 2021.
1. **Purpose**

   It is the policy of Orion Township to ensure that employee terminations, including voluntary and involuntary terminations, and terminations due to the death of an employee, are handled in a professional manner with minimal disruption to the workplace.

2. **Scope**

   **At-Will Employment**

   Employment with Orion Township is voluntary and subject to termination by the employee or Orion Township at will, with or without cause, and with or without notice, at any time.

   Nothing in this policy shall be interpreted to conflict with or to eliminate or modify in any way the employment-at-will status of Orion Township employees.

   This policy shall apply to Voluntary Terminations, Involuntary Terminations, and the Death of an Employee.

   Employee's last day of employment is the last day the employee physically works in a Township facility.

3. **Procedures & Responsibilities**

   **A. Voluntary Terminations**

   A voluntary termination of employment occurs when an employee submits a written or verbal notice of resignation, including intent to retire, to their Director, or when an employee is absent from work for three consecutive workdays and fails to contact their Director (job abandonment).

   **Procedures**

   1. Employees are requested to provide a minimum of two working weeks' notice of their intent to separate employment. The employee should provide a written resignation notification to their Director.

   2. Upon receipt of an employee's resignation, the Director will notify Human Resources (HR) by sending a copy of the resignation letter and any other pertinent information (such as the employee's reason for leaving, last day of work, etc.).
3. HR will coordinate the employee's departure from the Township. This process will include the employee returning all township property, a review of the employee's post-termination benefits status, and the employee's completion of an exit interview.

4. Employee's Director will confirm they have a list of all programs, usernames and passwords and test them on the individual's last day of employment.

B. Involuntary Terminations
An involuntary termination of employment, including a layoff of over 30 days, is a management-initiated dismissal with or without cause.

Procedures
1. Before any action is taken to involuntarily terminate an employee, the employee's Director must request a review by the Township Supervisor and a representative from HR.
2. The above individuals will be responsible for reviewing the circumstances and determining if termination is warranted. In all cases, progressive discipline will be followed where warranted. If termination is recommended, the employee's Director and HR will notify the employee. The employee's Director should complete an employee change form and notify HR and payroll of the last day worked by the employee.

C. Death of an Employee
A termination of employment due to the death of an employee will be made effective as of the date of death.

Procedures
1. Upon receiving notification of the death of an employee, the employee's Director should immediately notify HR.
2. HR will process all appropriate beneficiary payments from the various benefits plans.
3. The employee's Director should ensure that payroll has the deceased employee's correct timecard information in the timekeeping system.

D. Final Pay
An employee who is voluntarily or involuntarily terminated will be paid through their last working day, plus any unused vacation time, as specified in the Employee Handbook and respective Collective Bargaining Agreement.

Employee Paid Time Off (PTO) is an unearned benefit and will be paid based on the following:

- For Salary, Hourly, and Day Firefighters, there will be a maximum PTO payout of 13 days, or 104.04 hours, for the current calendar year. Hours rolled over from the previous year(s) will be paid in full.
- Shift Firefighters (24 hour) will receive a maximum PTO payout of 156 hours for the current calendar year. Hours rolled over from the previous year(s) will be paid in full.
- Payout of PTO shall be made at the employee’s current rate of pay, subject to required tax and other withholdings.
The payout for the current calendar year shall be based on the number of PTO hours earned and rolled over from the previous year plus the earned PTO hours as set forth in the table below (based upon the month of the last day worked). Employees are front-loaded 13 days per year on January 1. PTO payout shall be based on the month of the last day worked. The following schedule sets forth the hours of PTO that salaried employees, hourly employees, day firefighters, and shift firefighters are entitled to based upon the month of the last day worked. The PTO to be paid as set forth in the tables below shall be added to any unused PTO rolled over from the prior calendar year to determine the total PTO payout a terminated employee shall receive.

### Salary Employees/Hourly Employees/ and Day Firefighter

<table>
<thead>
<tr>
<th>Month</th>
<th>Hours Paid</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan</td>
<td>8.67</td>
</tr>
<tr>
<td>Feb</td>
<td>17.34</td>
</tr>
<tr>
<td>March</td>
<td>26.01</td>
</tr>
<tr>
<td>April</td>
<td>34.68</td>
</tr>
<tr>
<td>May</td>
<td>43.35</td>
</tr>
<tr>
<td>Jun</td>
<td>52.02</td>
</tr>
<tr>
<td>July</td>
<td>60.69</td>
</tr>
<tr>
<td>Aug</td>
<td>69.36</td>
</tr>
<tr>
<td>Sept</td>
<td>78.03</td>
</tr>
<tr>
<td>Oct</td>
<td>86.7</td>
</tr>
<tr>
<td>Nov</td>
<td>95.37</td>
</tr>
<tr>
<td>Dec</td>
<td>104.04</td>
</tr>
</tbody>
</table>

### Shift Firefighter (24 Hours)

<table>
<thead>
<tr>
<th>Month</th>
<th>Hours Paid</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan</td>
<td>13</td>
</tr>
<tr>
<td>Feb</td>
<td>26</td>
</tr>
<tr>
<td>March</td>
<td>39</td>
</tr>
<tr>
<td>April</td>
<td>52</td>
</tr>
<tr>
<td>May</td>
<td>65</td>
</tr>
<tr>
<td>Jun</td>
<td>78</td>
</tr>
<tr>
<td>July</td>
<td>91</td>
</tr>
<tr>
<td>Aug</td>
<td>104</td>
</tr>
<tr>
<td>Sept</td>
<td>117</td>
</tr>
<tr>
<td>Oct</td>
<td>130</td>
</tr>
<tr>
<td>Nov</td>
<td>143</td>
</tr>
<tr>
<td>Dec</td>
<td>156</td>
</tr>
</tbody>
</table>

- Employees who are still in their introductory period are not eligible for a PTO payout.
- In cases of an employee's death, the final payment due to that employee will be paid to the deceased employee's estate or as otherwise required under state law.
• Employees who do not leave employment in good-standing (terminated for disciplinary reasons or resign without providing two-weeks' notice or abandon their job) are not eligible for PTO payout.

E. Return of Property
Employees must return all township property at the time of separation, including cellphones, tablets, keys, laptops, credit cards, and identification cards. Failure to return some items may result in deductions from the employee's final paycheck where state law allows. An employee will be required to sign a wage deduction authorization to deduct the costs of such items from the final paycheck. In some circumstances, Orion Township may pursue criminal charges for failure to return Township property.

F. Exit Interview
The HR department will contact an employee who voluntarily resigns to schedule an exit interview on the employee's last day of work.

G. Eligibility for Rehire
Employees who leave Orion Township in good standing with proper notice may be considered for rehire. Former employees must follow the normal application and hiring processes and must meet all minimum qualifications and requirements of the position, including any required qualifying exam. Rehired employees will not retain previous tenure when calculating longevity, leave accruals, or any other benefits unless required by law.

Employees who are involuntarily terminated by Orion Township for cause or who resign in lieu of termination are ineligible for rehire. In addition, employees who resign without providing adequate notice or who abandon their job will not be considered for rehire.

H. Applicability
In cases where the language or requirements contained herein conflicts with language contained in the Charter Township of Orion Employee Handbook or in a Collective Bargaining Agreement, the language of the Employee Handbook and/or Collective Bargaining Agreement shall govern.

4. Revisions

<table>
<thead>
<tr>
<th>Rev</th>
<th>Date</th>
<th>Description</th>
<th>Author</th>
</tr>
</thead>
<tbody>
<tr>
<td>00</td>
<td>09/23/2020</td>
<td>Separation of Employment Policy</td>
<td>Chris Barnett</td>
</tr>
</tbody>
</table>
REQUEST
The request before the board is authorization to purchase two new GMC 2500HD trucks.

PROCESS/INFORMATION
These vehicles are replacing two of our oldest vehicles – a 1999 GMC 3500 and a 2004 GMC 2500. They will be purchased through the Oakland County purchasing program. The total cost for the new vehicles is $73,049.00; a $3,200.00 credit for trade in of the current vehicles brings the cost down to $69,849.00, just under the $70,000.00 budgeted in 2021. These prices are good through January 14, 2021.

BUDGET
If yes, fill out information below:

<table>
<thead>
<tr>
<th>Financial Item?</th>
<th>☒</th>
<th>Project/Grant Tracking?</th>
<th>☐</th>
</tr>
</thead>
<tbody>
<tr>
<td>Expected Invoice Date:</td>
<td>1/14/2021</td>
<td>Reviewed by Budget Director?</td>
<td>☒</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fund Name</th>
<th>Account No.</th>
<th>Original Amount Budgeted for G/L</th>
<th>Cost of Item/Project</th>
<th>Remaining Budget after cost of item/project</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capital Outlay - Vehicles</td>
<td>208-751-978</td>
<td>$70,000.00</td>
<td>$69,849.00</td>
<td>$151.00</td>
</tr>
</tbody>
</table>

RECOMMENDATION (Motion)
Board action would be to authorize the purchase (with trade in) of two new GMC 2500 HD trucks for the Parks and Recreation Department, at a total net cost not to exceed $69,849.00, as budgeted.
Orion Township

Prepared For: David Rafferty
248-391-0304 x3526
draffery@oriontownship.org

Vehicle: [Fleet] 2021 GMC Sierra 2500HD (TK20753) 4WD Double Cab 149"

Oakland County / Orion Twp.

Price $35,287.00

Includes HD Trailer Pkg and Locking Differential
Includes Municipal strobe light package and 6 keys.

- Boss VXT V-Plow..............add $6864.00
- Boss Plow truck mount & controller....add $1950.00
- Tri-fold Vinyl Tonneau Cover..........add $525.00
- Boss Extra Cutting Edge............add $450.00 per set
Vehicle: [Fleet] 2021 GMC Sierra 2500HD (TK20753) 4WD Double Cab 149" (Complete)

Selected Model and Options

<table>
<thead>
<tr>
<th>CODE</th>
<th>MODEL</th>
</tr>
</thead>
<tbody>
<tr>
<td>TK20753</td>
<td>2021 GMC Sierra 2500HD 4WD Double Cab 149&quot;</td>
</tr>
</tbody>
</table>

COLORS

<table>
<thead>
<tr>
<th>CODE</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>GAZ</td>
<td>Summit White</td>
</tr>
</tbody>
</table>

OPTIONS

<table>
<thead>
<tr>
<th>CODE</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>E63</td>
<td>Pickup bed</td>
</tr>
<tr>
<td>FE9</td>
<td>Emissions, Federal requirements</td>
</tr>
<tr>
<td>L8T</td>
<td>Engine, 6.6L V8</td>
</tr>
<tr>
<td>MYD</td>
<td>Transmission, 6-speed automatic, heavy-duty</td>
</tr>
<tr>
<td>JGC</td>
<td>GVWR, 10,350 lbs. (4695 kg)</td>
</tr>
<tr>
<td>GT4</td>
<td>Rear axle, 3.73 ratio</td>
</tr>
<tr>
<td>1SA</td>
<td>Work Truck Preferred Equipment Group</td>
</tr>
<tr>
<td>PYN</td>
<td>Wheels, 17&quot; (43.2 cm) painted steel, Silver</td>
</tr>
<tr>
<td>QXT</td>
<td>Tires, LT265/70R17E all-terrain, blackwall</td>
</tr>
<tr>
<td>ZXT</td>
<td>Tire, spare LT265/70R17E all-terrain, blackwall</td>
</tr>
<tr>
<td>GAZ</td>
<td>Summit White</td>
</tr>
<tr>
<td>AE7</td>
<td>Seats, front 40/20/40 split-bench</td>
</tr>
<tr>
<td>H1T</td>
<td>Jet Black, Cloth seat trim</td>
</tr>
<tr>
<td>IOR</td>
<td>Audio system, GMC Infotainment System with 7&quot; diagonal color touch-screen</td>
</tr>
<tr>
<td>ZLQ</td>
<td>Fleet Convenience Package</td>
</tr>
<tr>
<td>VYU</td>
<td>Snow Plow Prep/Camper Package</td>
</tr>
<tr>
<td>K4B</td>
<td>Battery, auxiliary, 730 cold-cranking amps/70 Amp-hr</td>
</tr>
<tr>
<td>KWS5</td>
<td>Alternator, 220 amps</td>
</tr>
<tr>
<td>JL1</td>
<td>Trailer brake controller, integrated</td>
</tr>
<tr>
<td>NZZ</td>
<td>Skid Plates</td>
</tr>
<tr>
<td>CGN</td>
<td>Bed Liner, Spray-on, Pickup bedliner with GMC logo</td>
</tr>
</tbody>
</table>
Vehicle: [Fleet] 2021 GMC Sierra 2500HD (TK20753) 4WD Double Cab 149"  (✓ Complete)

<table>
<thead>
<tr>
<th>CODE</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>DBG</td>
<td>Mirrors, outside power-adjustable vertical trailering</td>
</tr>
<tr>
<td>QT5</td>
<td>Tailgate, gate function manual with EZ Lift</td>
</tr>
<tr>
<td>AQQ</td>
<td>Remote Keyless Entry</td>
</tr>
<tr>
<td>K34</td>
<td>Cruise control, steering wheel-mounted</td>
</tr>
<tr>
<td>R9Y</td>
<td>Fleet Free Maintenance Credit.</td>
</tr>
<tr>
<td>VQ1</td>
<td>Fleet Processing Option</td>
</tr>
</tbody>
</table>

Options Total
Vehicle: [Fleet] 2021 GMC Sierra 2500HD (TK20753) 4WD Double Cab 149" (✓ Complete)

**Package**

Trailering Package includes trailer hitch, 7-pin and 4-pin connectors and (CTT) Hitch Guidance

**Mechanical**

Engine, 6.6L V8 with Direct Injection and Variable Valve Timing, gasoline, (401 hp [299 kW] @ 5200 rpm, 464 lb-ft of torque [629 N-m] @ 4000 rpm) (STD)

Transmission, 6-speed automatic, heavy-duty (STD)

Rear axle, 3.73 ratio (Requires (L8T) 6.6L V8 gas engine.)

Pickup bed includes bed assist step (STD)

GVWR, 10,350 lbs. (4695 kg) (STD) Included and only available with TC20743 model and (L8T) 6.6L V8 gas engine with 18" or 20" wheels, or TK20753 and (L8T) 6.6L V8 gas engine with 17" wheels.)

Transfer case, two-speed, electronic shift with push button controls (Requires 4WD models.)

Auto-locking rear differential

Four wheel drive

Cooling, external engine oil cooler

Cooling, auxiliary external transmission oil cooler

Air filter, heavy-duty

Air filtration monitoring

Battery, heavy-duty 720 cold-cranking amps/80 Amp-hr, maintenance-free with rundown protection and retained accessory power (Included and only available with (L8T) 6.6L V8 gas engine.)

Alternator, 170 amps (Requires (L8T) 6.6L V8 gas engine.)

Recovery hooks, front, frame-mounted, Black

Frame, fully-boxed, hydroformed front section and a fully-boxed stamped rear section

Suspension Package (Not available with (X31) Off-Road Package.)

Steering, Recirculating Ball with smart flow power steering system

Brakes, 4-wheel anti-lock, 4-wheel disc with DURALIFE rotors

Brake lining wear indicator

Capless Fuel Fill (Requires (L8T) 6.6L gas V8 engine. Not included with (ZW9) pickup bed delete.)

**Exterior**

Wheels, 17" (43.2 cm) painted steel, Silver (STD)

Tires, LT245/75R17E all-season, blackwall (STD)
Vehicle: [Fleet] 2021 GMC Sierra 2500HD (TK20753) 4WD Double Cab 149" Complete

Exterior

- Tire, spare LT245/75R17E all-season, blackwall (STD) (Included and only available with (QHQ) LT245/75R17E all-season, blackwall tires with (EB3) pickup bed models. Available to order when (ZW9) pickup bed delete and (QHQ) LT245/75R17E all-season, blackwall tires are ordered.)
- Tire carrier lock keyed cylinder lock that utilizes same key as ignition and door
- Bumper, front chrome lower
- Bumper, rear chrome with bumper CornerSteps
- CornerStep, rear bumper
- Bed Step, Black integrated on forward portion of bed on driver and passenger side
- Cargo tie downs (12), fixed rated at 500 lbs per corner
- Moldings, beltline, Black
- Grille (Chrome surround with Black mesh.)
- Headlamps, LED reflector with incandescent turn signals and LED signature Daytime Running Lamps
- Lamps, cargo area cab mounted integrated with center high mount stop lamp, with switch in bank on left side of steering wheel
- Taillamps, LED tail and stop light with incandescent reverse light
- Mirrors, outside high-visibility vertical trailing lower convex mirrors, manual-folding/extending (extends 3.31" [84.25mm]), molded in Black
- Glass, solar absorbing, tinted
- Door handles, Black grained
- Tailgate, locking utilizes same key as ignition and door (Included and only available with (QK1) standard tailgate. Deleted with (ZW9) pickup bed delete.)
- Tailgate, standard
- Tailgate, gate function manual, no lift assist
- Tailgate and bed rail protection caps, top

Entertainment

- Audio system, GMC Infotainment System with 7" diagonal color touch-screen AM/FM stereo with seek-and-scan and digital clock, includes Bluetooth streaming audio for music and select phones; featuring wired Android Auto and Apple CarPlay capability for compatible phones (STD)
- Audio system feature, 6-speaker system (Requires Crew Cab or Double Cab model.)
- Bluetooth for phone, connectivity to vehicle infotainment system

Interior

- Seats, front 40/20/40 split-bench with upper covered armrest storage
- Seat trim, Vinyl

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 12537. Data Updated: Dec 10, 2020 10:27:00 PM PST.
Vehicle: [Fleet] 2021 GMC Sierra 2500HD (TK20753) 4WD Double Cab 149"  (Complete)

**Interior**

- Seat adjuster, driver 4-way manual
- Seat adjuster, passenger 4-way manual
- Seat, rear 60/40 folding bench (folds up), 3-passenger (includes child seat top tether anchor) (Not available with Regular Cab model.)
- Floor covering, rubberized-vinyl (Not available with LPO floor liners.)
- Steering wheel, urethane
- Steering column, Tilt-Wheel, manual with wheel locking security feature
- Instrument cluster, 6-gauge cluster featuring speedometer, fuel level, engine temperature, tachometer, voltage and oil pressure
- Driver Information Center, 3.5" diagonal monochromatic display
- Exterior Temperature Display, located in radio display
- Rear Seat Reminder (Requires Crew Cab or Double Cab model.)
- Windows, power front, drivers express up/down (Standard on Crew Cab and Double Cab. On Regular Cab, included and only available with (PCI) Convenience Package or (ZLQ) Fleet Convenience Package.)
- Window, power front, passenger express down (Standard on Crew Cab and Double Cab. On Regular Cab, included and only available with (PCI) Convenience Package or (ZLQ) Fleet Convenience Package.)
- Windows, power rear, express down (Not available on Regular Cab models.)
- Door locks, power (Standard on Crew Cab and Double Cab. On Regular Cab, included and only available with (PCI) Convenience Package or (ZLQ) Fleet Convenience Package.)
- USB ports, 2 (first row) located on instrument panel
- Power outlet, front auxiliary, 12-volt
- Air conditioning, single-zone
- Air vents, rear (Not available with Regular Cab model.)
- Mirror, inside rearview, manual tilt
- Assist handles front A-pillar mounted for driver and passenger, rear B-pillar mounted

**Safety-Mechanical**

- StabiliTrak, stability control system with Proactive Roll Avoidance and traction control, includes electronic trailer sway control and hill start assist

**Safety-Exterior**

- Daytime Running Lamps, LED signature lighting
Safety-Interior

Airbags, Dual-stage frontal airbags for driver and front outboard passenger; Seat-mounted side-impact airbags for driver and front outboard passenger; Head-curtain airbags for front and rear outboard seating positions; Includes front outboard Passenger Sensing System for frontal outboard passenger airbag (Always use seat belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner’s Manual for more information.)

Rear Vision Camera

Hitch Guidance dynamic single line to aid in truck trailer alignment for hitching

Teen Driver a configurable feature that lets you activate customizable vehicle settings associated with a key fob, to help encourage safe driving behavior. It can limit certain available vehicle features, and it prevents certain safety systems from being turned off. An in-vehicle report card gives you information on driving habits and helps you to continue to coach your new driver

Tire Pressure Monitoring System with Tire Fill Alert (does not apply to spare tire)

Processing-Other

Trailering Information Label provides max trailer ratings for tongue weight, conventional, gooseneck and 5th wheel trailerin

WARRANTY

Warranty Note: <<< Preliminary 2021 Warranty >>>
Basic Years: 3
Basic Miles/km: 36,000
Drivetrain Years: 5
Drivetrain Miles/km: 60,000
Drivetrain Note: HD Duramax Diesel: 5 Years/100,000 Miles; Qualified Fleet Purchases: 5 Years/100,000 Miles
Corrosion Years (Rust-Through): 6
Corrosion Years: 3
Corrosion Miles/km (Rust-Through): 100,000
Corrosion Miles/km: 36,000
Roadside Assistance Years: 5
Roadside Assistance Miles/km: 60,000
Roadside Assistance Note: HD Duramax Diesel: 5 Years/100,000 Miles; Qualified Fleet Purchases: 5 Years/100,000 Miles
Maintenance Note: 1 Year/1 Visit
Agenda Item Summary

To: Charter Township Of Orion Board of Trustees

From: Charter Township of Orion Planning Commission

Meeting Date: January 4, 2021

Memo Date: December 17, 2020

Subject: PC-2020-38 Edgar Development Rezone

REQUEST

Board action on PC-2020-38, Edgar Development Rezone Request, requesting to rezone a portion of 09-26-451-005 (approximately 4.21 acres), located on the northern portion of 3805 S. Lapeer Rd. from Restricted Business (RB) to General Business (GB).

REASON

The Planning Commission, at their December 16, 2020 meeting, passed a motion to recommend approval of PC-2020-38, Edgar Development Rezone Request.

PROCESS

The Orion Township Board of Trustees deliberates on PC-2020-38 and approves or denies the first reading. If the first reading is approved the Clerk advertises for second reading and possible adoption of the map amendment at a later date.

BUDGET

If yes, fill out information below:

<table>
<thead>
<tr>
<th>Financial Item?</th>
<th>☐</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project/Grant Tracking?</td>
<td>☐</td>
</tr>
<tr>
<td>Expected Invoice Date:</td>
<td>Click or tap to enter a date.</td>
</tr>
<tr>
<td>Reviewed by Budget Director?</td>
<td>☐</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fund Name</th>
<th>Account No.</th>
<th>Description</th>
<th>Budget Amount</th>
<th>Cost</th>
<th>Remaining Budget</th>
</tr>
</thead>
</table>

RECOMMENDATION (Motion)

January 4, 2021

IF MOTION TO APPROVE FIRST READING:
Motion to declare that the Orion Township Board of Trustees held and approved the first reading on January 4, 2021, for PC-2020-38, Edgar Development Rezone Request, requesting to rezone a portion of 09-26-451-005 (approximately 4.21 acres), located on the northern portion of 3805 S. Lapeer Rd. from Restricted Business (RB) to General Business (GB) and direct the Clerk to advertise for second reading and possible approval on February 1, 2021.
IF MOTION TO DENY FIRST READING:
Motion to declare the first reading was held and denied on January 4, 2021, for PC-2020-38, Edgar Development Rezone Request, requesting to rezone a portion of 09-26-451-005 (approximately 4.21 acres), located on the northern portion of 3805 S. Lapeer Rd. from Restricted Business (RB) to General Business (GB) for the following reasons:
  *(Motion maker to insert reasons)

February 1, 2021
IF MOTION TO APPROVE SECOND READING:
Motion to declare that the Orion Township Board of Trustees held and approved the second reading on February 1, 2021, for PC-2020-38, Edgar Development Rezone Request, requesting to rezone a portion of 09-26-451-005 (approximately 4.21 acres), located on the northern portion of 3805 S. Lapeer Rd. from Restricted Business (RB) to General Business (GB) for the reasons given in the recommendation of approval by the Planning Commission on December 16, 2020.
  * (Motion maker to insert any additional reasons)

OR

IF MOTION TO DENY SECOND READING:
Motion to declare that the Orion Township Board of Trustees held and denied the second reading on February 1, 2021, for PC-2020-38, Edgar Development Rezone Request, requesting to rezone a portion of 09-26-451-005 (approximately 4.21 acres), located on the northern portion of 3805 S. Lapeer Rd. from Restricted Business (RB) to General Business (GB) for the following reasons:
  *(Motion maker to list reasons)
The applicant, Jeffrey Edgar, is requesting approval for PC-2020-38, Edgar Development Rezone Request, requesting to rezone a portion of 09-26-451-005 (approximately 4.21 acres), located on the northern portion of 3805 S. Lapeer Rd. from Restricted Business (RB) to General Business (GB)

The Planning Commission held a public hearing on December 16, 2020 and at the regularly scheduled Planning Commission meeting the same evening took the following action:.

Moved by Acting Chairman Reynolds, seconded by Commissioner Urbanowski, that the Planning Commission forwards a recommendation to the Township Board to approve PC-2020-38, Edger Development, rezone request, requesting to rezone the northern approximately 4.21 acres of parcel 09-26-451-005 from Restricted Business (RB) to General Business (GB) as depicted on the plan date stamped receive 11/12/2020, located at 3805 S. Lapeer Rd. This recommendation to approve is based on the following findings of facts: the objective of the Master Plan is met and the commercial corridor along M24 on the east side, it is compatible with the adjacent or the existing uses to the south and does still provides cohesive zoning between the adjacent uses around the surrounding area.

Acting Chairman Reynolds asked if there was any public comment. There were none.

Roll call vote was as follows: Walker, yes; Reynolds, yes; St. Henry, yes; Gross, yes; Urbanowski, yes. Motion carried 5-0 (Dunaskiss absent & one vacancy)

Included in your packet are the consultant review letter, the rezone application, a rezoning plan, a citizen email, the Planning Commission minutes and Public Hearing minutes from December 16, 2020. If you have any questions, please feel free to contact me at (248) 391-0304 x 5000.
The Charter Township of Orion Planning Commission held a Public Hearing on Wednesday, December 16, 2020, at 8:20 pm via “GoToMeeting” #599-669-285.

Planning Commission Members Present:
Joe St. Henry, Secretary
Kim Urbanowski, Commissioner
Don Gross, Commissioner
Don Walker, PC Rep to ZBA
Scott Reynolds, Vice Chairman

Planning Commission Members Absent:
Justin Dunaskiss, Chairman
(one vacancy)

Consultants Present:
Eric Fazzini, (Township Planner) of Giffels Webster
Eric Pietsch, (Township Planner) of Giffels Webster
Mark Landis, (Township Engineer) of OHM Advisors
Jeff Williams, Township Fire Marshal
Tammy Girling, Township Planning & Zoning Director

Others Present:
Bruce Parker
Heidi Jancek
Kim Thomas
Rick
Scott Gies
Tom DeAgostino
Dana Tousley
James Owings
Ron Rader
Sermed Saif
Chris Kawa
Chris Wilding
Dave B
Iven Sharrak
JD
Kuldip Sandhu
Zoe Darin
RJ
Russell
Cory Newman
Jeffery Schmitz
Licia
Matt Darin
Shannan Hea
Tim Philippart
Iden Kalabat
Kevin McClellan
Sam Ashley
Valerie Rup
A. Jones
CJ Lee
Gerardo Mend
James Butler
John Santeramo
Marsha Parker
Mike Mollan
Russ Luxton Jr.
Sherry

PC-2020-38, Edgar Development, Rezone Application, located at a northern portion of 3805 S. Lapeer Rd. (parcel 09-26-451-005), requesting to rezone approximately 4.21 acres from Restricted Business (RB) to General Business (GB).

Acting Chairman Reynolds asked if the applicant was present?

Mr. Sam Ashley with Cunningham Limp presented. 47
Mr. Ashley stated that the owner of the property acquired 4.2 acres from the property to the north, and that property is currently zoned Restricted Business (RB). The existing property is 8.82 acres, which is currently zoned General Business (GB), which is the location for the Wally Edger Chevrolet Dealership. About a month ago, the two properties were combined in a boundary adjustment, leaving them with a total of 10 acres, which has split zoning on it. What they are seeking approval for is to be able to modify and change the zoning on the 4.2 acres to match the existing General Business (GB) zoning on the 10.8 acres, so they have unified zoning across the entire site itself.

Acting Chairman Reynolds asked that any public comments be limited to no more than three minutes, and one visit to discuss questions, comments, and concerns. There were no comments from the public.

Acting Chairman Reynolds read a letter from the Hi Hill Village Association. The letter stated that they were not opposed to the rezoning of the land, and there was not any strong opposition at this time.

Acting-Chairman Reynolds asked if anyone else from the public would like to speak? There was not. Vice-Chairman Reynolds closed the public hearing at 8:23 p.m.

Respectfully submitted,

Debra Walton
PC/ZBA Recording Secretary
Charter Township of Orion

Planning Commission Approval Date
The Charter Township of Orion Planning Commission held a regular meeting on Wednesday, December 16, 2020, at 7:00 pm VIA VIDEO CONFERENCE - GoToMeeting Access code 599-669-285 or VIA TELEPHONE 1-(571) 317-3122 Access Code 599-669-285 (Meeting being conducted via video/telephone conference due to the health concern of COVID-19)

PLANNING COMMISSION MEMBERS PRESENT:
Don Walker, PC Rep to ZBA
Don Gross, Commissioner
Kim Urbanowski, Commissioner

Scott Reynolds, Vice Chairman
Joe St. Henry, Secretary

PLANNING COMMISSION MEMBERS ABSENT:
Justin Dunaskiss, Chairman
(one vacancy)

1. OPEN MEETING
Acting Chairman Reynolds, opened the meeting at 7:04 pm

2. ROLL CALL
As noted

CONSULTANTS PRESENT:
Eric Fazzini, (Township Planner) of Giffels Webster
Eric Pietsch, (Township Planner) of Giffels Webster
Mark Landis, (Township Engineer) of OHM Advisors
Jeff Williams, Township Fire Marshal
Tammy Girling, Township Planning & Zoning Director

OTHERS PRESENT:
Bruce Parker
Heidi Jancek
Kim Thomas
Rick
Scott Gies
Tom DeAgostino
Dana Tousley
James Owings
Ron Rader
Sermed Saif
Chris Kawa
Chris Wilding
Dave B
Iven Sharrak
JD
Kuldip Sandhu
Zoe Darin
RJ
Russell

Cory Newman
Jeffery Schmitz
Licia
Matt Darin
Shannan Hea
Tim Philippart
Iden Kalabat
Kevin McClellan
Sam Ashley
Valerie Rup
A. Jones
CJ Lee
Gerardo Mend
James Butler
John Santeramo
Marsha Parker
Mike Mollan
Russ Luxton Jr.
Sherry
3. MINUTES
A. 12-2-20, Planning Commission Regular Meeting Minutes

Moved by Commissioner Gross, seconded by Commissioner Walker, to approve the minutes as presented.

4. AGENDA REVIEW AND APPROVAL

Moved by Secretary St. Henry, seconded by Commissioner Gross, to approve the agenda as presented.

Acting Chairman Reynolds recessed the regular meeting and opened the Public Hearing for PC-2020-26, WOW! Gas Station, Special Land Use, located at 3865 S. Baldwin Rd. at 7:06 p.m.

Acting Chairman Reynolds closed the Public Hearing for PC-2020-26 at 8:19 p.m. and opened the Public Hearing for PC-2020-38, Edgar Development Rezone Application, located at a northern portion of 3805 S. Lapeer Rd. (parcel 09-26-451-005), requesting to rezone approximately 4.21 acres from Restricted Business (RB) to General Business (GB) at 8:20 p.m.

Acting Chairman Reynolds closed the Public Hearing for PC-2020-38 at 8:23 p.m. and reconvened the regular Planning Commission meeting.

5. BRIEF PUBLIC COMMENT – NON-AGENDA ITEMS ONLY

None

6. CONSENT AGENDA

None

7. NEW BUSINESS
A. PC-2020-26, Wow Gas Station, Special Land Use, located at 3865 S. Baldwin Rd. (parcel #09-29-326-016).

B. PC-2020-38, Edgar Development Rezone Application, located at a northern portion of 3805 S. Lapeer Rd. (parcel 09-26-451-005), requesting to rezone approximately 4.21 acres from Restricted Business (RB) to General Business (GB).

Acting Chairman Reynolds said they had a Public Hearing on this tonight. He asked if the applicant would like to add to his presentation? Mr. Ashley replied that he had nothing further to add unless there were any questions.

Acting Chairman Reynolds stated that he wanted to disclose a relationship and a potential conflict of interest. Mr. Sam Ashley, the applicant tonight, and Acting Chairman Reynolds have done work in the past and do currently do work, but he was not involved with this application or project. He didn’t believe there was any conflict of interest but wanted to bring up that relationship prior to deliberating on the topic if there was an issue with that relationship. There were no issues.

Planner Fazzini read through his review date stamped December 7, 2020.
Acting Chairman Reynolds said that there was a letter that he had read into the record, during the Public Hearing that there was support from the Hi Hill subdivision, with no strong opposition to the rezone request.

Commissioner Gross asked what the intent of the use of the property? His concern was that it would be used as a body shop, or a transmission repair facility, something that is going to create noise, and odors, that could impact the adjoining PUD that they are reviewing immediately to the north and to the east. He added that they have an opportunity here to plan the uses concurrently, rather than try and solve something at a later date, and to avoid any conflicts that might be resulting. His other concern he had was of lighting, and if it is going to be used as a storage lot, and the impact that it might have on future residential properties, to the north and to the east. He asked again, what the intent of the use was? He knew they couldn’t commit to it unless it was a contract zoning but he would like to have what the intent was of the owner recognizing that the owner or the applicant was the owner of the adjoining auto dealership to the south. Mr. Ashley stated that they purchased the property from the Hills of Woodbridge development. They have been working very closely with them to make sure that there are not any conflicts and that both projects are developed in harmony. He added that at this point, there isn’t an intended use, it is really from a land investment standpoint. Before the Hills of Woodbridge bought the property, it was a much larger acreage that was for sale, larger than their client needed. However, when the Hills of Woodbridge acquired that property, there was then the opportunity to buy a smaller parcel. Looking at the overall acreage that is there and just from a wise development practice, the ability to add more acreage based on the usability standpoint, that is what their client decided to do. Right now, there is not an intended use for it, but it is simply, they are just looking to get the zoning consistent, on the overall acreage of the total parcel. He said as it relates to lighting, if there is a development plan that is put in place that will come back before the Township, any lighting that is done will certainly be done per the ordinance, and any other considerations from the Township, or from any residents or any other input that is necessary, they will certainly take that into account.

Acting Chairman Reynolds said that they are just looking at a Rezone, not a Conditional Rezone. Special Land Use items would pop up at that point and time, they are strictly looking at the uses that would be permitted between the current zoning and the proposed zoning. So, also, a point of reference of what is now permitted by right versus by either Special Land Use or previously, it is not permissible.

Commissioner Walker asked why there were there now asking for the change of zoning if they don’t know what their client is going to do with it? He thought it made more sense now that they have the property, to wait and decide what they want to do with it. Mr. Ashley replied originally, the dealership was only comprised of, in round numbers, 10 acres. They bought the additional four acres, so those have been combined now into one parcel because they have done a boundary adjustment, so on that one parcel, they have split zoning. They have 10 acres that are General Business (GB) and the four acres that were acquired, which are currently zoned Restricted Business (RB). They are simply looking to carry the General Business (GB) zoning across the entire parcel now that it has been combined into an overall parcel, which is 15.039 acres. It is just to uniform the zoning, across the entire parcel. Based on the primary zoning, that is on the parcel by percentage basis, if they took the 4.2 acres, that equates to 27% of the land area, and the 10.82 acres is 73%. It is simply just carrying the zoning across the entire parcel so it is uniform on one lot. Commissioner Walker said he understood that and said the timing befuddled him.

Acting Chairman Reynolds said looking at the rezone of the parcel, from (GB) to (RB), a couple of points or concerns usually are, automotive dealerships would be a permitted by right use, and
then a gasoline and fuel station would be allowable with a Special Land Use. Previously, restaurants and outdoor patios were permissible, except for a restaurant with a drive-thru, along with hotels. He added that it looked like schools, churches, mini storage, and public transportation facilities would be allowable, some of those are by Special Land Use, and thought it was a more impactful zoning use there. He didn’t think it was inconsistent with the adjacent uses, especially since the (GB) that is directly adjacent to this parcel to the south, the gas station that is under construction, and there is also the auto dealership that is across the way, so he didn’t think it was inconsistent. He didn’t know how much more impactful it is to the surrounding area. It is even consistent with the PUD that was on their docket last week, and approved under concept review, to have a retail center, he thought those were all compatible on adjacent uses. The biggest difference that he saw there would maybe be the automobile-based uses that would be most impactful and hard to justify that isn’t cohesive if you have an auto dealership directly to the south and then directly to the west.

Mr. Ashley asked if he could address one point as it related to timing. Part of the sequence that they are going through is really something they talked through with the Township. When the property was purchased it was still under the original encumbrance of what was proposed to be the PUD for the Hills of Woodbridge. What they decided to do, rather than keep than the 4.2 acres in the PUD, they decided to bifurcate it from the PUD. The first step was getting the boundary adjustment done, and then the next step was going through the zoning.

Commissioner Gross stated that he was still concerned with the fact that they were dealing with the residential component surrounding this property to the north and the east. They are kind of ignoring the fact that something could be going in there, which could adversely affect that or adversely impact financial development from a positive standpoint. The site is big enough if there, is going to be a building and if it had some additional setback further from what the ordinance requires so that, there is some protection to those residential properties that he thought he would feel a little bit more comfortable. He is trying to find a way that they can at least address these concurrently. Mr. Ashley said they purchased the property from the Hills of Woodbridge, so they have been and will be working with them concurrently as they go through their process. He said that he can’t provide anything but certainly would be appropriate if he was to seek a letter of support from the adjacent development, that they are in support of what they are doing. He couldn’t provide that but was happy to provide that later in the week.

Acting Chairman Reynolds said it is just strictly a rezone, so he thought that they should focus on the uses that would be potentially allowable with fully rezoning the parcel to (GB). This isn’t a Conditional Rezone, so there are no conditions before them, so they are going to be subject to their standard zoning requirements. The biggest difference he saw was a restaurant with a drive-thru and an automotive dealership repair and automobile wash establishment, something that is an automotive use. There are zoning requirements that are going to provide a buffer, this parcel would be an island surrounded by the PUD. The Hills of Woodbridge, which would be a reasonable buffer from a multi-family development to those residential developments that are further to the east. There are not conditions being put forth, they are not going to evaluate, obviously, a site plan at this time. They can speak to the discussion points of concern and suggest, what additional parameters might be put forward. He was fairly confident he didn’t see a major transition. It is not like they were talking residential to (GB) they are talking about (RB) to (GB) so a lot of those buffers and parameters are very similar. It is really the use changes that he thought they should be discussing here.

Mr. Ashley said that they have studied the Hills of Woodbridge Site Plan quite extensively. He thought that it might be helpful to reflect on how they proposed the land use that they have in the majority of their northern property line, it is a retail or commercial use and detention pond
that is being proposed there. When they look at this site, and then how it relates to the site to the north, there is a nice transition between the two parcels.

Planner Fazzini said if approved and if the north development does come in for a site plan, the tree survey and the tree permit process will be required, and that is an extensive woodlands area now. So that may help with their comfort level as far as buffering or things like that brier area of the property line. Depending on the percentages of what they are preserving and clear-cutting, some of those things they talked about with other cases may have to be preserved. With the Hills of Woodbridge PUD, they are still not through the final PUD process, they can now focus on the rear of that development as it relates to this area, and ask the applicant to address that as far as screening or landscaping if the (GP) zoning is approved and there is an expectation that a dealership, would it be permitted.

Acting Chairman Reynolds said he was looking at the report from Giffels Webster. If the PUD were to go through, that is the only (RB) zoned parcel, there is the Palace on the northwest corner of Silverbell and Lapeer Rd. is (GB), the PUD on the corner of Silverbell and Lapeer Rd. that is a drive-thru gas station use so they are really closely related to (GB). He was not seeing a strong opposition to (GB) in the area, especially, since there is a buffering parcel that would be proposed from the R-1 parcels directly to the east, and they are not directly to the east there is a parcel in between them.

Secretary St. Henry stated that a few years ago, they dealt with a situation with Palace Chrysler. They wanted to expand some additional property and thought it had to be rezoned for them to be able to expand their parking spaces. They added on to their parking lot, significantly. Commissioner Walker said that he thought that had to do with the wetland issues there. Secretary St. Henry said his point was that the dealership was looking for additional space, they knew what they were going to do with that, at the time, it was pretty straightforward, they needed more storage space for new vehicles, or it may have been storage space for their body shop. He thought it was straightforward, a Restricted Business (RB) to General Business (GB) and given the fact that there are ten-acres of (GB) now with a well-established car dealership. He added that there was a very good point that was brought up that for the new residential development, that is going in there, in terms of where the commercial portion of that development is, and where it is in relation to that.

Acting Chairman Reynolds stated what he also wanted to add, from the review, was that the Master Plan currently suggests that it be neighborhood commercial, which reviewing that, it is all suggested as one uniform neighborhood commercial zoning. Across the street would be mixed-use, to the north as multi-family medium density. Just based on some of those, he was in support of the rezone. As it is presented right now, just based on its compatibility with adjacent uses. He didn’t see the major direction change from (RB) to (GB).

Commission Gross said that Walley Edger has done a wonderful job on his property, it has been a great addition to the community. He could sell the property tomorrow and they would have no control over whether it is going to be a part of a dealership or if it is going to be something entirely different. Acting Chairman Reynolds agreed and said that is why they are strictly looking at the use without conditions. He said he was ok with their standard differences in landscape buffers, between business zoning, and residential zoning there are buffer requirements there. He thought that there was a number of items, if there was a site plan permitted, they are still going to be held to the same residential zoning adjacent to a residential use of zero-foot candes. He thought that there were those items in place, so they think that they need to focus on the uses, and to push back on uses. They are not really drastically
changing in some of these requirements as it relates to the residential zoning adjacent between (RB) and (GB), it was the use changes, in his opinion.

Moved by Acting Chairman Reynolds, seconded by Commissioner Urbanowski, that the Planning Commission forwards a recommendation to the Township Board to approve PC-2020-38, Edger Development, rezone request, requesting to rezone the northern approximately 4.21 acres of parcel 09-26-451-005 from Restricted Business (RB) to General Business (GB) as depicted on the plan date stamped receive 11/12/2020, located at 3805 S. Lapeer Rd. This recommendation to approve is based on the following findings of facts: the objective of the Master Plan is met and the commercial corridor along M24 on the east side, it is compatible with the adjacent or the existing uses to the south and does still provides cohesive zoning between the adjacent uses around the surrounding area.

Acting Chairman Reynolds asked if there was any public comment. There were none.

Roll call vote was as follows: Walker, yes; Reynolds, yes; St. Henry, yes; Gross, yes; Urbanowski, yes. Motion carried 5-0 (Dunaskiss absent & one vacancy)

8. UNFINISHED BUSINESS
None

9. PUBLIC COMMENTS
None

10. COMMUNICATIONS
None

11. PLANNERS REPORTS
None

12. COMMITTEE REPORTS
None

13. FUTURE PUBLIC HEARINGS
None

14. CHAIRMAN’S COMMENTS

15. COMMISSIONERS’ COMMENTS

16. ADJOURNMENT
Motion carried.

Respectfully submitted,
REZONING SUBMITTAL

PRESENTED TO:

Charter Township of Orion
Planning and Zoning Department
2525 Joslyn Road,
Lake Orion, Michigan 48360

SUBMITTED BY:

Cunningham-Limp
28970 Cabot Drive, Suite 100
Novi, Michigan 48377

OWNER/APPLICANT:

Edgar Development
3805 S. Lapeer Road,
Lake Orion, Michigan 48360
<table>
<thead>
<tr>
<th>01</th>
<th>Rezoning Application</th>
</tr>
</thead>
<tbody>
<tr>
<td>02</td>
<td>Applicant Statement of Purpose</td>
</tr>
<tr>
<td>03</td>
<td>Proof of Ownership</td>
</tr>
<tr>
<td>04</td>
<td>Supporting Documentation</td>
</tr>
<tr>
<td>05</td>
<td>Operating Agreement</td>
</tr>
</tbody>
</table>
OWNER’S ACKNOWLEDGEMENT:

Walldo Enterprise, LLC ("OWNER") has retained Cunningham-Limp ("OWNERS AGENT") to act on the Owners behalf to facilitate rezoning of the 4.219 acres, of the 15.03 total acres of Parcel number: 09-26-4514-003.
Charter Township of Orion
Planning & Zoning Department
2525 Joslyn Rd., Lake Orion MI 48360
P: (248) 391-0304 ext. 5000; Fax (248) 391-1454

Checklist for Rezoning Application

Applications must be submitted by noon on Wednesday, four weeks prior to a scheduled meeting. Meetings are held on the first and third Wednesday of each month, unless otherwise specified.

The petitioner, or a representative with written permission from the property owner, must be present at the meeting. Refer to 30.04, C for the criteria the Planning Commission will use to reach their decision to amend the zoning map.

The following must accompany your completed application; incomplete submittals will not be accepted.
- Complete application including original ink signatures of property owner and the applicant.
- The Rezoning fees calculated using Ordinance No. 41.
- Proof of ownership. Acceptable forms of documentation include: Warranty Deed, Quit Claim Deed, Land Contract, or Option to Purchase with a Copy of the Warranty Deed.
- 6 sets of a 24” x 36” plot plan containing all elements within Zoning Ordinance No. 78, Section 30.04,B, 2.
- 6 sets of all supporting documents, reports, studies etc.
- PDF format copy of all information submitted (may be emailed or provided on a USB/flash drive).

Please note that an applicant requesting a zoning map change, shall construct and install a sign indicating the requested change of zoning. See Zoning Ordinance No. 78, Section 30.04, H for details.

The Township reserves the right to request additional copies of printed materials as necessary.

If you have any questions, please call the Planning and Zoning Director (248) 391-0304 ext. 5000
Charter Township of Orion Planning Commission
Rezoning Application

30.04, Amendments to the Zoning Ordinance: Map amendments may be initiated by any governmental body or any persons having a freehold interest in the subject property, or a possessory interest entitled to exclusive possession, or a contractual interest which may become a freehold interest, or an exclusive possessory interest entitled to exclusive possession or which is specifically enforceable.

<table>
<thead>
<tr>
<th>Project Name:</th>
<th>EDGAR DEVELOPMENT</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Name:</th>
<th>Jeffrey Edgar</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td>3805 S. Lapeer Road</td>
</tr>
<tr>
<td>City:</td>
<td>Lake Orion</td>
</tr>
<tr>
<td>State:</td>
<td>MI</td>
</tr>
<tr>
<td>Zip:</td>
<td>48360</td>
</tr>
<tr>
<td>Phone:</td>
<td>(248)210-0199</td>
</tr>
<tr>
<td>Cell:</td>
<td></td>
</tr>
<tr>
<td>Fax:</td>
<td></td>
</tr>
<tr>
<td>Email:</td>
<td><a href="mailto:jedgar@wallyedgar.com">jedgar@wallyedgar.com</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name:</th>
<th>Waldo Enterprises, LLC</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td>3805 S. Lapeer Road</td>
</tr>
<tr>
<td>City:</td>
<td>Lake Orion</td>
</tr>
<tr>
<td>State:</td>
<td>MI</td>
</tr>
<tr>
<td>Zip:</td>
<td>48360</td>
</tr>
<tr>
<td>Phone:</td>
<td>(248)210-0199</td>
</tr>
<tr>
<td>Cell:</td>
<td></td>
</tr>
<tr>
<td>Fax:</td>
<td></td>
</tr>
<tr>
<td>Email:</td>
<td><a href="mailto:jedgar@wallyedgar.com">jedgar@wallyedgar.com</a></td>
</tr>
</tbody>
</table>

* If the name on the deed does not match the name of the property owner on this application, documentation showing the individual is the same as the company name must be provided.

<table>
<thead>
<tr>
<th>Name:</th>
<th>PEA GROUP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td>2430 Rochester Court</td>
</tr>
<tr>
<td>City:</td>
<td>Troy</td>
</tr>
<tr>
<td>State:</td>
<td>MI</td>
</tr>
<tr>
<td>Zip:</td>
<td>48083</td>
</tr>
<tr>
<td>Phone:</td>
<td>(248)528-7369</td>
</tr>
<tr>
<td>Cell:</td>
<td></td>
</tr>
<tr>
<td>Fax:</td>
<td></td>
</tr>
<tr>
<td>Email:</td>
<td><a href="mailto:jbutler@peagroup.com">jbutler@peagroup.com</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name:</th>
<th>Samuel Ashley</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td>28970 Cabot Drive Suite 100</td>
</tr>
<tr>
<td>City:</td>
<td>Novi</td>
</tr>
<tr>
<td>State:</td>
<td>MI</td>
</tr>
<tr>
<td>Zip:</td>
<td>48377</td>
</tr>
<tr>
<td>Phone:</td>
<td>(248)489-2300</td>
</tr>
<tr>
<td>Cell:</td>
<td></td>
</tr>
<tr>
<td>Fax:</td>
<td></td>
</tr>
<tr>
<td>Email:</td>
<td><a href="mailto:sashley@clc.build">sashley@clc.build</a></td>
</tr>
</tbody>
</table>
Sidewell Number(s): Part of 09-26-451-002 Has been sold and added to 09-26-451-003 New Parcel Number Pending

Location or Address of Property: 3805 S. Lapeer Road, Lake Orion, MI, 48360

Side of Street: East Nearest Intersection: Silverbell Road & Lapeer Road

Acreage: 4.219 of total parcel Current Use of Property: Undeveloped

Frontage (in feet): Varies Depth (in feet): Varies

Subject Property Zoning: RB Adjacent Zoning: N. RB S. PUD E. RB W. GB & OP

Is the complete legal description printed on the site plan? ☑ Yes ☐ No (if no please attach to the application)

Requested Zoning Classification: General Business (GB)

Existing Use of Property: 4.219 acres undeveloped Proposed Use of Property: Undecided at this point

Explain why the rezoning is necessary for the preservation and enjoyment of the rights of usage commonly associated with property ownership: Please see attached Memo

Explain why the existing zoning classification is no longer appropriate: Please see attached Memo

Explain why the proposed rezoning will not be detrimental to surrounding properties: Please see attached Memo
I/We, the undersigned, do hereby submit this application for Rezoning, pursuant to the provisions of the Charter Township of Orion Zoning Ordinance; No. 78, Section 30.04 and applicable ordinance requirements. In support of this request the above facts are provided. I hereby certify that the information provided is accurate and the application that has been provided is complete.

Signature of Applicant: ___________________________ Date: November 11, 2020
(must be original ink signature) ________

Print Name: Jeffery Edgar

I, the property owner, hereby give permission to the applicant listed above to act as my agent in submitting applications, correspondence and to represent me at all meetings. I also grant permission to the Planning Commission members to visit the property, without prior notification, as is deemed necessary.

Signature of Owner: ___________________________ Date: November 11, 2020
(must be original ink signature) ________

Print Name: Jeffery Edgar
Charter Township of Orion
Planning & Zoning Department
2525 Joslyn Rd., Lake Orion MI 48360
P: (248) 391-0304 ext. 5002; Fax (248) 391-1454

Project Name **EDGAR DEVELOPMENT**

PC# __________________________ Parcel#(s) 09-26-451-003

Please select an option below:

[ ] **Permission to Post on Web Site**

By signing below as applicant and on behalf of my consultants, we agree to allow the plans for the above named project, in which approval is being sought by the Planning Commission and/or Township Board, to be posted on the Township website.

[Signature]

11/11/2020

[Date]

Jeffrey Edgar

Printed Name of Applicant
REZONING APPLICATION

APPLICATION STATEMENT OF PURPOSE

The subject parcel is comprised of 15.03 total acres, given the Boundary Adjustment approved by the Township on November 9, 2020. The initial 10.82 acres is currently zoned General Business and the added acreage of 4.219 is currently zoned Restricted Business and was previously part of the Hills of Woodbridge Parent Parcel and anticipated PUD application. Due to the acquisition of the 4.219 acres and as a result of the approved Boundary Adjustment, the parcel has split zoning. The Owner's request is to rezone the 4.219 acres to General Business to be consistent with the primary zoning within the parcel. The 4.219 acres is vacant and undeveloped.

RECEIVED
NOV 12 2020
Orion Township
Planning & Zoning

www.cunninghamlimp.com
REZONING APPLICATION

CONTINUATION OF THE REZONING APPLICATION

EXPLAIN WHY THE REZONING IS NECESSARY FOR THE PRESERVATION AND ENJOYMENT OF THE RIGHTS OF USAGE COMMONLY ASSOCIATED WITH PROPERTY OWNERSHIP?

One of the rights of property ownership is for the owner to be able to develop their property in a manner consistent with the surrounding properties to obtain a return on their investment in the property. The rezoning of the 4.219 acres to General Business will create a uniform zoning throughout the parcel, consistent with the historical zoning of the parcel prior to the acquisition of the 4.219 acres.

EXPLAIN WHY THE EXISTING ZONING CLASSIFICATION IS NO LONGER APPROPRIATE?

Given the approved Boundary Adjustment, it is appropriate to have a constant zoning on the parcel. This will promote uniform and compatible uses within the parcel. The developed portion of the parcel is used for automotive sales. Given that the majority of the parcel is currently zoned as General Business, it requested to continue the General Business zoning throughout the parcel.

EXPLAIN WHY THE PROPOSED REZONING WILL NOT BE DETRIMENTAL TO SURROUNDING PROPERTIES?

The 4.219 acres requested to be rezoned as General Business is surrounded by General Business (balance of the same parcel) to the south, Restricted Business to the north and east (Undeveloped parcel Owner is currently seeking PUD approval) and Office and Professional to the west. The Wally Edgar automotive dealership has occupied this location for 33 years under the General Business zoning classification. Wally Edgar Chevrolet was developed prior to the adjacent parcel developments. The use of the dealership has been in harmony with the adjacent developments since its origination. With the request to simply create a consistent zoning throughout a parcel that has operated as a permitted General Business use for 33 years, there will not be a detrimental impact to the surrounding properties. This is a result of additional land acquired during an uncompleted PUD process and creates consistency within the parcel.
WALDO III, LLC
A Michigan Limited Liability Company

OPERATING AGREEMENT

This Operating Agreement is made and adopted on May 31, 2019, by Waldo III, LLC, a Michigan limited liability company (Company) and Jeffrey Edgar, its sole member ('Member').

ARTICLE I ORGANIZATION AND MEMBERSHIP

1.1 Formation. The Company has been organized as a member-managed Michigan limited liability company by the filing of the Articles of Organization (Articles) as required by the Michigan Limited Liability Company Act, MCL 450.4101 et seq. (Act). The Member is the only member of the Company.

1.2 Name. The name of the Company is stated on the first page of this Operating Agreement. The Company may also conduct its business under one or more assumed names.

1.3 Purposes. The Company has been formed for the purpose or purposes enumerated in the Articles. The Company shall have all the powers necessary or convenient to effect any purpose for which it is formed, including all powers granted by the Act.

1.4 Duration. The Company shall commence on the date of filing of the Articles with the Department of Licensing and Regulatory Affairs, Bureau of Commercial Services, and shall continue in existence for the period fixed in the Articles or until the Company dissolves and its affairs are wound up in accordance with the Act or this Operating Agreement.

1.5 Registered Office and Resident Agent. The Registered Office and the Resident Agent of the Company shall be as designated in the initial or amended Articles. The Registered Office and the Resident Agent may be changed from time to time. Any such change shall be made in accordance with the Act. If the Resident Agent resigns, the Company shall promptly appoint a successor.

1.6 Sole Member. The Member is the sole member of the Company. There are not any other members. The Member is the only person who has been admitted to the Company as a member and the Member is the only person who has and holds a membership interest in the Company. The Member, being the only member and having and holding the only membership interest in the Company, is
the only person having rights in the Company, including but not limited to the only	right to receive distributions and the only right to vote and participate in
management.

1.7 **No Liability of Member for Acts, Debts, or Obligations.** Unless otherwise provided
by law, the Member is not liable for the acts, debts, or obligations of the
Company.

1.8 **Allocation of Profits and Losses: Distributions.** Any and all profits and losses for
each fiscal year shall be allocated to the Member. Distributions may be made to
the Member, in such amounts or forms and at such times, as determined by the
Member unless otherwise provided by the Act.

1.9 **Assignment of Member’s Interest-Distributions.** The Member shall be free to
assign any part (but not the whole) of the Member’s membership interest
representing the distributions to which the Member would be entitled on such
terms as the Member and such assignee may agree.

1.10 **Assignment of Member’s Interest-Full Membership.** The Member shall be free to
assign all or any part of the Member’s interest representing the entire right to be
a Member in the Company, on such terms as the Member and such assignee
may agree, but only if those persons being or becoming members of the
Company first enter into a multiple-member operating agreement that provides
for voting rights, allocations of profits and losses, timing of distributions,
designation of a tax matters partner, and other matters commonly addressed in a
multiple-member operating agreement.

1.11 **Additional Members.** The Company may admit one or more other persons as
Members of the Company on such terms as the Company and such additional
persons may agree, but only if the Member and those persons being or
becoming members of the Company first enter into a multiple-member operating
agreement that provides for voting rights, allocations of profit and loss, timing of
distributions, designation of a tax matters partner, and other matters commonly
addressed in a multiple-member operating agreement.

**ARTICLE II ADMINISTRATIVE PROVISIONS**

2.1 **Books and Records.** The Company shall maintain complete and accurate books
and records of the Company’s business and affairs as required by the Act. The
Company’s books and records shall be kept at the Company’s Registered Office.

2.2 **Fiscal Year.** The Company’s fiscal year shall be the calendar year.

2.3 **Amendment: Entire Agreement.** This Operating Agreement may be amended at
any time by the Member, for any reason. This Operating Agreement, as may be
amended, constitutes the entire agreement between the Member and Company with respect to its subject matter.

ARTICLE III MANAGEMENT OF THE COMPANY

3.1 Management. The Company shall be managed by the Member, who may be known as and hold whatever title(s) the Member chooses, including the title of President.

3.2 Unlimited and Unconditional Power and Authority of Member. Any and all decisions and actions concerning the business and affairs of the Company shall be made by the Member without limitation. The Member has the sole power and authority, on behalf of the Company, to do all things necessary or convenient to carry out the Company's business and affairs, including, without limitation, the sole power and authority to (a) purchase, lease, or otherwise acquire any real or personal property from any source whatsoever, including the Member; (b) sell, convey, mortgage, grant a security interest in, pledge, lease, exchange, or otherwise dispose of or encumber any real or personal property; (c) open one or more depository accounts and make deposits into, write checks against, and make withdrawals against such accounts; (d) borrow money and incur liabilities and other obligations; (e) enter into any contract or agreement and execute any and all contracts, agreements, documents, and instruments of whatever nature; (f) engage employees and agents and define their respective duties and compensation; (g) establish pension plans, trusts, profit-sharing plans, and other benefit and incentive plans for the Member, employees, and agents of the Company; (h) obtain insurance covering the business and affairs of the Company and its property; (i) begin, prosecute, or defend any proceeding in the Company's name; and (j) participate with others in partnerships, joint ventures, and other associations and strategic alliances.

3.3 Third-Party Reliance. Any person (including any financial institution or contracting party) who may deal with the Company or the Member on behalf of the Company shall be entitled, without liability and without any further inquiry or investigation whatsoever, to rely on the sole, exclusive, and unilateral power and authority of the Member to make any and all decisions and to take any and all actions with respect to the Company, and the decisions and actions of the Member shall be binding on and enforceable against the Company without exception.

ARTICLE IV INDEMNIFICATION; EXCUSPATION OF LIABILITY

4.1 Indemnification: Exculpation of Liability. The Company shall indemnify, defend, and hold the Member harmless from and against any losses, claims, costs, damages, and liabilities, including, without limitation, judgments, fines, amounts paid in settlement, and expenses (including, without limitation, attorney fees and expenses, court costs, investigation costs, and litigation costs) incurred by the Member in any civil, criminal, or investigative proceeding in which he or she is
involved or threatened to be involved by reason of the Member being a manager of the Company. Moreover, the Member shall not have any monetary liability for any breach of any duty established by Section 404 of the Act. However, the Company shall not be required to indemnify the Member for and the liability of the Member shall not be eliminated for (a) the receipt of a financial benefit to which the Member is not entitled; (b) liability under Section 308 of the Act; or (c) a knowing violation of law.

ARTICLE V DISSOLUTION AND WINDING UP

5.1 **Dissolution.** The Company shall dissolve and its affairs shall be wound up on the first to occur of the following events only: (a) at any time specified in the Articles; (b) on the occurrence of any event specified in the Articles; or (c) the consent of the Member.

5.2 **Winding Up.** On dissolution, the Company shall cease carrying on its business and affairs and shall begin to wind them up. The Company shall complete the winding up as soon as practicable. On the winding up of the Company, its assets shall be distributed in a manner consistent with the Act.

This Operating Agreement is made and adopted by the Company and the Member as the sole Member of the Company, as of the day and year listed on the first page of this Agreement.

WITNESSED BY:

\[
\text{Jeffrey Edgar, Member}
\]

WALDO III, LLC:

\[
\text{By Jeffrey Edgar, Its Manager}
\]
Rezoning Review
Request: from split RB and GB, to GB

Case No: PC-2020-38
Site: 3805 S. Lapeer Road
Applicant: Jeffrey Edgar
Plan Date: 11/11/2020
Zoning: RB Restricted Business & GB General Business
Parcel ID: 09-26-451-002 & -003

Dear Planning Commission Members:

We have completed a review of the request for rezoning referenced above and a summary of our findings is below. Items in bold require specific action by the applicant. Items in italics can be addressed administratively.
SUMMARY OF FINDINGS

Existing Conditions

1. **Zoning.** The site consists of two areas that were formally separate parcels but have since become one parcel. The south area (former parcel) is 10.82 acres zoned GB, General Business and is currently developed as Wally Edgar Chevrolet. The north area (former parcel) is 4.22 acres zoned RB, Restricted Business and is vacant. The new parcel totals 15.03 acres with approximately 870 feet of frontage on Lapeer Road. The GB district permits automobile dealerships and the intent of the GB district, from Zoning Ordinance Section 14.00 – Preamble, is as follows:

   "The General Business (GB) District is intended to provide locations for individual businesses or a collection of businesses that provide a commodity or service on a regional basis. The zoning district is characterized by higher traffic generation and greater degrees of sight visibility and requires a site design which will not impede the flow of traffic or traffic safety. The GB District is intended to have the necessary restrictions to limit businesses’ impact upon the community. This includes safe and efficient traffic flow, adequate parking and attractive landscaping. The GB District is further intended to have direct access onto an existing or proposed thoroughfare, but only where optimum egress and regress can be provided."

The RB district, which is what the north 4.22-acre area is currently zoned, does not permit automobile dealerships. The Application Statement of Purpose states that a boundary adjustment was recently approved by the Township due to the applicant’s acquisition of the north area (parcel), which has resulted in a split zoning of the site that includes both GB and RB zoning as this boundary adjustment preceded this rezoning request. Due to this boundary adjustment, the entire site, including the developed dealership area and undeveloped north area, is subject to this request.

**Hills of Woodbridge PUD Modification**

The undeveloped north area (4.22 acres) was previously within the approved concept and eligibility PUD plan for the development known as the Hills of Woodbridge. This PUD was recently subject to Planning Commission modification consideration related to a recent boundary adjustment that occurred prior to final PUD approval being granted for the north and area in question. At its December 2 meeting, the Planning Commission determined that a public hearing for the modification request would not be required and that the PUD may proceed with the final application. Therefore, this rezoning request may proceed without any delay related to the Hills of Woodbridge final PUD consideration. Below is an excerpt from the planner review for the PUD.

**Hills of Woodbridge PUD – 11/24/2020 Final PUD Review**

"Modification of Approved PUD Plans. The Hills of Woodbridge PUD applicant has requested that the Planning Commission consider a modification to the approved concept and eligibility PUD plan. This is the result of a portion of the PUD area having recently been sold to the adjacent Wally Edgar Chevrolet dealership to the south to no longer be included within the PUD. The applicant has submitted a comparison overlay and sketch that indicate in detail the PUD area and development details that are no longer within the parcel originally considered as part of the concept PUD."
2. **Adjacent zoning & land uses.**

<table>
<thead>
<tr>
<th>Direction</th>
<th>Zoning</th>
<th>Land Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>North</td>
<td>RB</td>
<td>Vacant</td>
</tr>
<tr>
<td>East</td>
<td>RB</td>
<td>Vacant</td>
</tr>
<tr>
<td>South</td>
<td>PUD/SR</td>
<td>Corporate Office</td>
</tr>
<tr>
<td>West</td>
<td>GB</td>
<td>Automobile Dealership</td>
</tr>
</tbody>
</table>
3. Master Plan. The Future Land Use Map designates the site as Neighborhood Commercial and Single Family Medium High Density as indicated below. The Single Family Medium High Density designation appears to be an extension of the developed residential area surrounding the site to the north, east, and south.
From the Master Plan:

**Neighborhood Commercial Designation**

"Neighborhood Commercial uses are located primarily along Baldwin and Lapeer Road (M-24) corridors with the greatest concentration planned for the M-24 corridor. These areas are intended to be located in close proximity to the residential neighborhoods in order to meet the day-to-day shopping needs of nearby residents. Neighborhood commercial activities may be located either individually or in small centers that serve one or more neighborhood trade areas. Planned uses include food stores, hardware and drug stores as well as personal service establishments, all of which can be found within the Restricted Business (RB) zoning district."

**Single Family Medium High Density Designation**

"Single Family Medium High Density Residential is the highest density single family category with a density range of 3 to 5 dwelling units per acre. While the actual density will depend on the area needed for the street right-of-way, lot sizes in such areas range from 8,400 to 14,000 square feet each. A majority of the areas planned for Medium High Density residential are clustered around the Township’s lakes, near Gingeliville Village and the Village of Lake Orion, and located adjacent to the Township’s major corridors. Much like the medium density areas, the clustering of residential homes around lakes allows more people to take advantage of the amenity while also providing sufficient recreation space. These areas are typically flatter and can thus accommodate a greater number of units. The presence of adequate roads and utilities are also of importance. The correlating zoning classifications include the R-1/R-2/R-3, Single Family Residential zoning districts at a minimum lot size of 14,000 square feet, 10,800 square feet and 8,400 square feet respectively."

4. **Items for Planning Commission Consideration:**

**Planner Comments:** The Future Land Use Map designates the front of the site as Neighborhood Commercial and the rear as Single Family Medium High Density. This conflicts with current zoning and uses for the following reasons:

**Existing South Dealership Area**
- The existing zoning and use of the developed south portion of the dealership site is consistent with the current GB zoning district. However, the FLU map, which indicates split Neighborhood Commercial and Single Family Medium High Density for the south portion, is currently inconsistent with both the use and zoning of the site as a designation of General Commercial would be more appropriate for an auto dealership operating in the GB district.
- The applicant has stated that the dealership has been operating in this location for 33 years.
- Future updates to the Master Plan FLU map should consider the current boundaries of the developed south portion of the dealership site in relation to overall Township goals for development of this area.

**Undeveloped North Area**
- The current RB zoning of the undeveloped north area appears to accurately reflect only the Neighborhood Commercial designation of the frontage of the north area.
- The Planning Commission may wish to consider if the limited retail uses conceptually approved in this area as part of the Hills of Woodbridge PUD more accurately represent the FLU map, as opposed to uses permitted in the GB district, such as an auto dealership. We
note that many of the development sites on the Hills of Woodbridge PUD plan show what appear to be drive-through restaurants, which are not permitted in RB but are permitted in GB as a special land use.

- Hills of Woodbridge Concept and Eligibility Plan. At the February 20, 2019, regular Planning Commission meeting, a recommendation of approval was forwarded to the Township Board for the concept and eligibility plan based on the following findings of fact:

**PC Findings of Fact**

1. There appears to be a significant amount of preservation of buffer and existing landscaping to the perimeter, especially to the east.
2. This plan is less intensive development than could potentially be here.
3. It contains more percentage of residential versus commercial.
4. The residential component provides a better transition from the commercial along Lapeer Road to the single-family development to the east.
5. Because it is more residential and less commercial intensive, the township will probably see less of an impact than if it was all commercial; although, there will be some impact from what is existing now (vacant land).
6. It appears that the preliminary plans show additional open space than required.
7. They are preserving some of the natural features on the site.
8. The proposed architectural upgrades to the units do seem to be an upgrade and will need to be clarified later. That will also be true for the preliminary increased landscaping details along Lapeer Road.

- The Planning Commission may request that the applicant address the above findings of fact related to the north area included within this rezoning request. While the applicant does not consider this area to be within the boundaries of the PUD at the time this rezoning application was made, these findings of fact are still relevant to previous Planning Commission consideration of development and uses within the north area in question.

- This request is essentially an expansion of the current GB district boundaries for the developed portion of the dealership site, so it does not appear to reflect one of the characteristics of a spot zone, which would be the creation of a new isolated zoning district in this area.

**Future Land Use Plan Boundaries**

In general, and for most communities, future land use plan boundaries are not typically intended to be precise related to the boundaries of individual parcels as master plans have a long-range focus. Related to this, the Orion Township Master Plan states that:

"It should be remembered that the Master Plan is just the best estimate of what would be the desirable land use configuration of the community in the future, from a point in time at the present. As time moves on, this concept of a desirable community may change, so the Plan must be flexible in order to accommodate that change."

**Planner Comments:** While the proposed GB zoning may not be consistent with the Future Land Use Map, the extension of the General Business district to include the north area could potentially be
an extension of the existing dealership site and its current GB zoning, although there is no guarantee of a specific future land use on the site.

30.04 Amendments to the Zoning Ordinance

Findings of Fact and Recommendation of the Planning Commission. Following the public hearing, the Planning Commission shall transmit a summary of comments received at the public hearing and the proposed Ordinance amendments, including any maps and recommendations make written findings of fact and transmit same, together with its recommendation, to the Township Board. The Township Board may hold additional hearings if the Township Board considers it necessary, or if requested.

Where the purpose and effect of the proposed amendment is to change the zoning classification of a particular property, the Planning Commission shall make findings based on the evidence presented to it with respect to the following matters:

a. The objectives of the Township’s Master Plan. See general discussion above and refer to Master Plan for additional information.

b. Existing uses of property within the general area of the property in question. See aerial photo on page 1.

c. The zoning classification of property within the general area of the property in question. See Zoning Map on page 3.

d. The suitability of the property in question to the uses permitted under the existing zoning classification. See attachment to this review.

e. The trend of development in the general area of the property in question, including any changes which have taken place in the zoning classification. This item should be discussed by the Planning Commission and the previous findings related to the Hills of Woodbridge PUD should be reviewed (see page 6.).

Sincerely,
Giffels Webster

Rodney L. Arroyo, AICP  
President

Eric Fazzini, AICP  
Senior Planner

Eric Pietsch  
Senior Planner

www.giffelswebster.com
<table>
<thead>
<tr>
<th>Permitted Land Use</th>
<th>General Business (GB)</th>
<th>Restricted Business (RB)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Automobile parts, accessories</td>
<td>Permit by right</td>
<td>Permit by right</td>
</tr>
<tr>
<td>Automobile dealerships, used car sales, showrooms</td>
<td>Permit by right</td>
<td>Not permissible</td>
</tr>
<tr>
<td>Automobile repair garages, service centers, &amp; other auto retail (no gas sales)</td>
<td>Permit by right</td>
<td>Not permissible</td>
</tr>
<tr>
<td>Automobile wash establishments</td>
<td>Permit by right</td>
<td>Not permissible</td>
</tr>
<tr>
<td>Recreational vehicle sales/service</td>
<td>Permit by right</td>
<td>Not permissible</td>
</tr>
<tr>
<td>Gasoline/fuel service stations</td>
<td>Special Use</td>
<td>Not permissible</td>
</tr>
<tr>
<td>Planned Unit Development (subject to section 30.03)</td>
<td>Permit by right</td>
<td>Permit by right</td>
</tr>
<tr>
<td>Day-to-day consumer goods</td>
<td>Permit by right</td>
<td>Permit by right</td>
</tr>
<tr>
<td>Grocery store</td>
<td>Permit by right</td>
<td>Permit by right</td>
</tr>
<tr>
<td>Neighborhood convenience store (no gas sales)</td>
<td>Permit by right</td>
<td>Permit by right</td>
</tr>
<tr>
<td>Pharmacy/Drug store (without drive-thru pharmacy)</td>
<td>Permit by right</td>
<td>Permit by right</td>
</tr>
<tr>
<td>Pharmacy/Drug store (with drive-thru pharmacy)</td>
<td>Permit by right</td>
<td>Special Use</td>
</tr>
<tr>
<td>Bar/Lounge</td>
<td>Permit by right</td>
<td>Permit by right</td>
</tr>
<tr>
<td>Outdoor cafe</td>
<td>Special Use</td>
<td>Special Use</td>
</tr>
<tr>
<td>Outdoor patio</td>
<td>Permit by right</td>
<td>Permit by right</td>
</tr>
<tr>
<td>Restaurant (no drive-thru)</td>
<td>Permit by right</td>
<td>Permit by right</td>
</tr>
<tr>
<td>Restaurant (with drive-thru)</td>
<td>Permit by right</td>
<td>Not permissible</td>
</tr>
<tr>
<td>Dry cleaning</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hotel/motel</td>
<td>Permit by right</td>
<td>Permit by right</td>
</tr>
<tr>
<td>Printing, copying, shipping stores</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Financial &amp; insurance service (banks, credit unions w/ drive-thru)</td>
<td>Permit by right</td>
<td>Special Use</td>
</tr>
<tr>
<td>Financial &amp; insurance service (banks, credit unions w/o drive-thru)</td>
<td>Permit by right</td>
<td>Permit by right</td>
</tr>
<tr>
<td>Emergency or extended hour medical clinic</td>
<td></td>
<td>Special Use</td>
</tr>
<tr>
<td>Professional &amp; medical offices</td>
<td>Permit by right</td>
<td>Permit by right</td>
</tr>
<tr>
<td>Veterinary clinics &amp; hospitals</td>
<td>Permit by right</td>
<td>Permit by right</td>
</tr>
<tr>
<td>Schools for music, dance, business, or trade</td>
<td>Permit by right</td>
<td>Permit by right</td>
</tr>
<tr>
<td>Private schools for profit</td>
<td>Permit by right</td>
<td>Not permissible</td>
</tr>
<tr>
<td>Public service &amp; government facilities</td>
<td>Permit by right</td>
<td>Not permissible</td>
</tr>
<tr>
<td>Private clubs, lodge, &amp; banquet halls</td>
<td>Permit by right</td>
<td>Not permissible</td>
</tr>
<tr>
<td>Churches</td>
<td>Special Use</td>
<td>Not permissible</td>
</tr>
<tr>
<td>Public transportation facilities</td>
<td>Permit by right</td>
<td>Not permissible</td>
</tr>
<tr>
<td>Mini storage &amp; warehousing</td>
<td>Special Use</td>
<td>Not permissible</td>
</tr>
</tbody>
</table>
See attached.
From: Hi Hill Village Association <hihillsub@gmail.com>
Sent: Tuesday, December 15, 2020 1:06 PM
To: Tammy Girling <tgirling@oriontownship.org>
Subject: PC2020-38

Tammy,

I am writing this regarding the Edgar Rezoning Application. Hi Hill Village is not opposed to the rezoning of this land as there are currently no plans for expansion per the conversation I had with Cunningham-Limp. Any future development may cause concerns for Hi Hill Village especially from a light or noise pollution perspective. Thank you and stay safe!

Jason Rosell, President
Hi Hill Village Association
Agenda Item Summary

To: Orion Township Board Members

From: Ashley Coyle, Budget & Procurement Director

Meeting Date: January 3, 2021

Memo Date: December 29, 2020

Subject: Purchase of Property – Orion Veterans’ Memorial

REQUEST
Allocate $295,000 from the General Fund’s Fund Balance to General Capital Improvement and direct the Accounting Controller to make the necessary Budget Adjustment.

REASON/PROCESS
At the December 7, 2020 Board Meeting, the purchase of “508 S. Broadway,” on behalf of the Orion Veteran’s Memorial, was discussed in closed session. The purchase agreement has been signed by the Township Supervisor and the Earnest Money Deposit has been paid.

If the offer is accepted, for the Purchase Price of $317,500, the Orion Veteran’s Memorial would contribute $25,000 with the request that the Township loan the remaining $295,000 (the difference plus transfer, tax, title, tax prorations, rent prorations (approximate depending on closing date, etc.)

The request would be to allocate $295,000 from the General Fund’s Fund Balance to the General Capital Improvement Fund with repayment terms from the Orion Veteran’s Memorial to be discussed after the offer is accepted.

BUDGET
If yes, fill out information below:

| Financial Item? | ☒ |
| Expected Invoice Date: | Click or tap to enter a date. |
| Project/Grant Tracking? | ☐ |
| Reviewed by Budget Director? | ☒ |

<table>
<thead>
<tr>
<th>Fund Name</th>
<th>Account No.</th>
<th>Description</th>
<th>Amount Budgeted for G/L</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Capital Improvement</td>
<td>Orion Veteran Memorial Property</td>
<td>$295,000</td>
<td></td>
</tr>
</tbody>
</table>

RECOMMENDATION (Motion)
Direct the Accounting Controller to make the necessary Budget Adjustment listed above and authorize the Township Supervisor and Township Attorney to discuss repayment terms with the Orion Veteran’s Memorial Board at a later date.
Weekly "Calls for Service" Summary:

Time period: 12-14-2020 to 12-20-2020

- Calls for service - 438
- Felony Arrests - 5
- Misdemeanor Arrests - 0
- Accidents - 25

20-249105 12/15/2020 10:33AM Missing Person - Mental Health Assistance

Deputies responded to a 911 call at the 3200 block of Yosemite Dr for a missing person. Deputies arrived and made the scene safe. Deputies spoke with the mother who reported her 21-year-old daughter left the residence after becoming distraught. Deputies located video of the missing person for a last scene point and began searching a large wooded area with the assistance of K-9 and the aviation team. The helicopter located the missing female approximately ½ mile from her residence. The female was transported to St. Joseph Hospital by deputies for mental health evaluation.

20-208440 10:58PM 10/15/2020 Aggravated Domestic Assault – Arrest

Deputies responded to the Orion Twp Substation to speak with a 43-year-old female on a domestic assault which is occurring in a vehicle on 12/14/2020 at approximately 11:00PM. Deputies determined a the couple were in a vehicle heading south on Lapeer Rd when the 32-year-old male started arguing with his 43-year-old girlfriend when it turned physical. The suspect grabbed his girlfriend around the throat, and then started punching her several times in the face. Deputies located the suspect and brought him to the Orion Twp Substation to be interviewed. Deputies interviewed all parties involved. Based upon the victim's statements and evidence, the 32-year-old suspect was placed under arrest for
Aggravated Domestic Assault and lodged at the Oakland County Jail pending prosecutor review.

**UPDATE:** The subject was arraigned on the charge of Assault with Intent to do Great Bodily Harm and Domestic Violence in front of Magistrate Soma at the 52 3rd District Court. He was given a $15,000 bond 10%.

**20-250059   12/16/2020   1:27PM   Use of Device for Recording and Photographing in a Private Place - Arrest.**

Deputies responded to Planet Fitness (1101 S Lapeer Rd) for a report of a male who was observed photographing another person in an adjacent bathroom stall on his Apple cell phone. The victim stated that he observed the responsible place his cellphone with the camera facing him under the stall while he went to the bathroom. The victim confronted the perpetrator and alerted the police. Deputies arrived on scene and secured the cellphone the suspect and placed him under arrest. Deputies transported the male back to the Orion Township Substation for further investigation. A Detective conducted an interview, and it was determined that the male attempted to record the other person for sexual gratification. Detectives seized additional electronic devices for their investigation. The suspect was transported to the Oakland County Jail pending the issuance of criminal charges. Detectives learned other incidents similar in nature may have occurred. Evidence collected is being forensically analyzed to determine the extent of these crimes and which locations.

**VICTIM INFORMATION:** 18-Year-old male, resident of Orion Township.

**ARRESTEE INFORMATION:** 22-Year-old male, resident of Sterling Heights.

**UPDATE:** The subject was arraigned on the charge of Use of Device for Recording and Photographing in a Private Place in front of Magistrate Soma at the 52 3rd District Court. He was given a $15,000 personal bond and released on GPS Tether.

**20-250486   12/16/2020   11:37PM   Road Run Off – DWLS 2nd – Possession of Narcotics – CCW Violation**

Deputies were on routine patrol when they discovered a vehicle in the ditch. Deputies noticed that the vehicle was running with a subject behind the wheel. As Deputies pulled up to the vehicle, they noticed that the vehicle had no plate. Deputies made contact with the driver and requested his drivers license and other paperwork for the vehicle. Driver produced his driver’s license which was expired, deputies asked the driver if he was suspended and he stated no. A computer check confirmed that the driver had multiple prior suspensions and was currently suspended. When Deputies reproached the vehicle, they noticed an empty holster on the passenger side floor they ordered the driver from the vehicle and placed him in the rear of a patrol vehicle. An inventory search was conducted
on the vehicle deputies located suspected narcotics inside the center counsel, a loaded
Glock 9 mm magazine in the driver's side door, along with a loaded 223/5.56 pistol in the
trunk. Driver was arrested on DWLS 2nd and possession of narcotics and transported to
Oakland County Jail without incident.

**Update:** The subject was released pending further investigation and lab results.

**20-252815**  **12/20/2020**  **9:11AM**  **Larceny of property**
Deputies were dispatched to the 3700 block of Rohr Rd for a larceny of mail. Deputies met
with the 65-year-old resident who advised that on December 15th, 2020 the united postal
service delivered three books on 12/15/2020. Unknown suspects had stolen the books.
Suspects unknown. All information, and evidence was collected and turned over to the
detective bureau, investigation continues.

**Everyone with information or crime tips regarding these incidents are encouraged to**
**contact the Orion Township Sheriff’s Office Substation at 248 393-0090 for tips, or**
**our Dispatch Center at 248 858-4911 for crimes in-progress. Tipsters can remain**
**anonymous**
Oakland County Sheriff's Office
Orion Township Substation

Weekly "Calls for Service" Summary:

Time period: 12-21-2020 to 12-27-2020

- Calls for service - 342
- Felony Arrests - 2
- Misdemeanor Arrests - 1
- Accidents - 4

20-253449  12/21/2020  11:37PM  Larceny from Vehicle

Deputies were dispatched to the 1100 block of Dutmer Ter a Larceny report. A 37-year-old victim reported that she parked his vehicle in her driveway at approximately 10:00PM on 12/19/20202 and the vehicle was locked. Upon returning to her vehicle on 12/20/2020 she noticed that someone took her wallet which contained $120.00 in cash. The vehicle was not damaged. All evidence was collected and turned over to the detectives, the incident is under investigation. The case was then turned over to an Orion Township secret Santa and the mother of four received gift cards to more than cover her loss in addition to sharing Orion holiday spirit with Deputies.

20-254398  12/22/2020  7:22PM  Vehicle Crash -OWI-Arrest

Deputies were dispatched to Miller Rd and Flint Street for a vehicle in the ditch. Deputies immediately located the vehicle and ensured the driver was not injured. Deputies interviewed the driver and an investigation revealed that the driver had been drinking prior to the accident. The driver was identified as a 57-year-old Oakland resident. The driver was unsteady on her feet and demonstrated signs she had been drinking. The driver refused the PBT. The driver was placed under arrest for Operating while Intoxicated and transported to the hospital for a blood draw. The driver was transported to the Oakland County Jail without incident.
20-254437  12/22/2020  8:05PM  Assault & Battery Complaint

Deputies responded to a 911 call in the 2000 block of Elmhurst for an assault. Deputies arrived and located both parties and made the scene safe. Deputies learned a 26-year-old male and his caretaker had a verbal argument when the make struck his caregiver. No injuries occurred and the caregiver did not wish to pursue criminal charges. Deputies collected evidence and photographs. The case was documented.

20-255465  12/24/2020  2:45 AM  Malicious Destruction of Property

Deputies responded to the 6 block of Wren Way for an MDOP report to a residence and Vehicle. The homeowner, a 25-year-old male of Orion Township, reported that he was alerted to loud banging outside. As he began to make his way to the front door, the banging moved there and began to shake the door. When he opened the door, the homeowner observed his ex-girlfriend, a 22-year-old female of Oxford Township, in the driveway hitting his new girlfriend’s vehicle with a piece of gym equipment. The ex-girlfriend then drove away upon being confronted and before police arrived. The front door and windshield of the vehicle were heavily damaged. An estimated cost for repair is being completed by the homeowner and will be added to the case upon completion. This incident remains under investigation.

20-255499  12/24/2020  4:14 AM  Domestic Assault / Home Invasion

Deputies were re-dispatched to the 6 block of Wren Way for Domestic Assault and Home Invasion. The 25-year-old Orion Township resident stated that his ex-girlfriend returned to his home and broke through the front door and charged at him and his new girlfriend. The male was able to get between the two females and the ex-girlfriend (aggressor) put her hands around the males’ neck. When Deputies arrived on scene, they placed the ex-girlfriend in custody and observed more damage to the front door and damage to the interior of the residence. The female was taken to the Oakland County Jail pending the issuance of criminal charges.

Update: The Oakland County Prosecutor’s Office authorized a complaint for the charges of Home Invasion 3rd degree and Domestic Violence. The warrant was sworn to in front of Magistrate Bosnic at the 52 1st D.C. The defendant was arraigned and given a $5000, 10% bond with no contact with the victim.
20-256452  12/26/2020  12:30 AM  Suspicious Circumstances /Unlawful Entering of a Residence

Deputies responded to the 2600 block of Pineridge Ct. for a Breaking and Entering. The complainant and his family left the house around 1800hrs, for dinner, and returned home around 2100 hrs. When he returned home, he discovered had used the toilet without flushing. Later in the evening he discovered his Louis Vuitton duffle bag was missing from the closet near the front door. All the doors and windows were locked and there was no sign of forced entry. Detectives are continuing the investigation.

Everyone with information or crime tips regarding these incidents are encouraged to contact the Orion Township Sheriff’s Office Substation at 248 393-0090 for tips, or our Dispatch Center at 248 858-4911 for crimes in-progress. Tipsters can remain anonymous.
Orion Township Fire Department
Interoffice Memorandum

Date: December 23, 2020

To: Orion Township Board of Trustees

From: John Pender  
       Assistant Fire Chief

Subject: Orion Township Fire Department call volume

Orion Township Call Volume  
December 9, 2020 – December 22, 2020

Medical Calls- 113  
Non- Medical Calls- 29  
Total Call Volume- 142

Year to Date- 2,882
Report Item Summary

To: Township Board Members
From: Chris Barnett, Township Supervisor
Meeting Date: January 4, 2021
Memo Date: December 22, 2020
Subject: Municipal Complex, November 2020 Executive Report

REQUEST
Please find attached the November Municipal Complex Executive Report prepared by Cunningham-Limp.

RECOMMENDATION (Motion)
Receive and file the November Municipal Complex Executive Report.
Orion Township Municipal Complex

EXECUTIVE REPORT #04

November 2020
Table of Contents.

- About Cunningham-Limp
- Executive Summary
- Design Summary
- Inspection Summary
- Construction Highlights
- Budget Report
- Schedule
- Site Photographs
- Overall Site Plan
- Safety Cross
- Project Directory
At Cunningham-Limp, our mission is to make a positive impact on people, communities, and companies.
MISSION

To replace a functionally obsolete facility with failing infrastructure and occupancy constraints, with a community focused Municipal Complex and Future Park that will serve generations of residents in Orion Township.
Executive Summary.

Most of the site work was installed prior to December. The underground utilities, curbs, and base coat of asphalt were installed in November. This will allow access to the building pads throughout the winter.

The Sheriff’s Substation steel is schedule to arrive in mid December, and will start being erected. The foundation crew will continue with the foundation for the Township Hall building over the next several weeks.
The design is complete and permitted for construction. The Municipal property sits on 77 acres, with the project utilizing 14 acres. Excess land, consisting of natural woodland areas and wetland areas, will be preserved as designed.

The Township Hall will be 43,637 square feet. The structure is a single-story building, with a full walkout basement.

The Sheriff’s Substation will be 8,820 square feet and will sit adjacent to Township Hall.
Inspection Summary.

ORION TOWNSHIP MUNICIPAL COMPLEX SUMMARY

- Independent testing inspection is ongoing though asphalt and foundation placement.
- Township inspection will take place prior to footing placement.

CONSTRUCTION ISSUES

The team is verifying the position and orientation of the building as the foundation is being placed. There will be continued coordination throughout this task to ensure the steel for Township Hall, which is schedule to arrive in mid-January, will work as planned.
Construction Highlights.

ORION TOWNSHIP MUNICIPAL COMPLEX SUMMARY

- Remaining site utilities were completed in November.
- Most of the concrete curbing was installed in November.
- Electrical site lighting pole bases were installed.
- 90% of the base coat of asphalt was installed in November.
- Underground plumbing for the Sheriff’s Station was installed.
- Sheriff’s Station footings were approved and installed as trench footings, which results in a credit to the Township.
- Township Hall footings are continuing.
- Structural steel for the Sheriff’s Station is scheduled to arrive in mid-December.
- The requested additional conduit for the potential technology providers was installed prior to pavement.
ORION TOWNSHIP MUNICIPAL COMPLEX APPROVED CONTRACT

Approved Construction Contract:
- Original Contract Value: $16,854,000
- Change Orders to Date: $0
- Current Contract Value: $16,854,000
- % completed to date: 18%

Contingency Status:
- Original Contingency Value: $500,000
- Current Contingency Value: $511,565
Aerial Photographs.

Paving of the Road

Aerial Photo
Site Photographs.
Site Photographs.
Site Plan.
Safety Cross.
# Project Directory

## Cunningham-Limp Directory

<table>
<thead>
<tr>
<th>Company</th>
<th>Name</th>
<th>Title</th>
<th>Address</th>
<th>Mobile</th>
<th>Office</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cunningham-Limp</td>
<td>Sam Ashley</td>
<td>Vice President</td>
<td>28970 Cabot Drive, Suite 100, Novi MI</td>
<td>NA</td>
<td>248-489-2300</td>
<td><a href="mailto:sashley@clc.build">sashley@clc.build</a></td>
</tr>
<tr>
<td>Cunningham-Limp</td>
<td>Jacob Gardner</td>
<td>Project Manager</td>
<td>28970 Cabot Drive, Suite 100, Novi MI</td>
<td>734-395-0639</td>
<td>248-893-2308</td>
<td><a href="mailto:jgardner@clc.build">jgardner@clc.build</a></td>
</tr>
<tr>
<td>Cunningham-Limp</td>
<td>Josh Muxlow</td>
<td>Superintendent</td>
<td>28970 Cabot Drive, Suite 100, Novi MI</td>
<td>248-763-1643</td>
<td>NA</td>
<td><a href="mailto:jmuxlow@clc.build">jmuxlow@clc.build</a></td>
</tr>
<tr>
<td>Cunningham-Limp</td>
<td>Natalie Lawrence</td>
<td>Project Coordinator</td>
<td>28970 Cabot Drive, Suite 100, Novi MI</td>
<td>NA</td>
<td>248-488-7752</td>
<td><a href="mailto:nlawrence@clc.build">nlawrence@clc.build</a></td>
</tr>
<tr>
<td>Cunningham-Limp</td>
<td>Matt Sportel</td>
<td>Director of Construction</td>
<td>28970 Cabot Drive, Suite 100, Novi MI</td>
<td>NA</td>
<td>248-893-2313</td>
<td><a href="mailto:msportel@clc.build">msportel@clc.build</a></td>
</tr>
</tbody>
</table>
# Orion Township Directory

<table>
<thead>
<tr>
<th>COMPANY</th>
<th>NAME</th>
<th>TITLE</th>
<th>ADDRESS</th>
<th>OFFICE</th>
<th>EMAIL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Orion Township</td>
<td>Chris Barnett</td>
<td>Township Supervisor</td>
<td>2525 Joslyn Road, Lake Orion, MI 48360</td>
<td>248-391-0304 EXT 1001</td>
<td><a href="mailto:cbarnett@oriontownship.org">cbarnett@oriontownship.org</a></td>
</tr>
<tr>
<td>Orion Township</td>
<td>Jeff Stout</td>
<td>Director of Public Services</td>
<td>2525 Joslyn Road, Lake Orion, MI 48360</td>
<td>248-391-6842</td>
<td><a href="mailto:jstout@oriontownship.org">jstout@oriontownship.org</a></td>
</tr>
<tr>
<td>Auger Klein Aller Architects Inc.</td>
<td>Scott Reynolds AIA</td>
<td>Project Architect / AKA Associate</td>
<td>303 E. Third Street Ste 100 Rochester MI 48307</td>
<td>248-814-9160</td>
<td><a href="mailto:s.reynolds@aka-architects.net">s.reynolds@aka-architects.net</a></td>
</tr>
<tr>
<td>OHM Advisors</td>
<td>James Stevens</td>
<td>Principal</td>
<td>34000 Plymouth Rd Livonia, MI 48150</td>
<td>248-751-3100</td>
<td><a href="mailto:James.stevens@ohm-advisors.com">James.stevens@ohm-advisors.com</a></td>
</tr>
</tbody>
</table>
CONTACT US.

EMAIL ADDRESS
CONTACT@clc.build

PHONE NUMBER
248.489.2300

MAILING ADDRESS

Headquarters
28970 Cabot Drive | Suite 100
Novi, Michigan 48377

Northern Michigan
818 Red Drive | Suite 30
Traverse City, Michigan 49684
Report Item Summary

To: Township Board Members
From: Chris Barnett, Township Supervisor
Meeting Date: January 4, 2021
Memo Date: December 22, 2020
Subject: Municipal Complex, December 2020 Executive Report

REQUEST
Please find attached the December Municipal Complex Executive Report prepared by Cunningham-Limp.

RECOMMENDATION (Motion)
Receive and file the December Municipal Complex Executive Report.
Orion Township Municipal Complex

EXECUTIVE REPORT #05

December 2020
### Table of Contents

- About Cunningham-Limp
- Executive Summary
- Design Summary
- Inspection Summary
- Construction Highlights
- Budget Report
- Schedule
- Site Photographs
- Overall Site Plan
- Safety Cross
- Project Directory
At Cunningham-Limp, our mission is to make a positive impact on people, communities, and companies.
MISSION

To replace a functionally obsolete facility with failing infrastructure and occupancy constraints, with a community focused Municipal Complex and Future Park that will serve generations of residents in Orion Township.
Executive Summary.

As 2020 comes to close, the project will continue to progress through the winter months. The basecoat of asphalt will provide logistical access and adequate laydown area for the material deliveries scheduled for the remainder of the project.

The Sheriff’s Substation structural steel has been erected, deep plumbing underground installed, and the below grade course of masonry has been installed. The carpentry team will mobilize in early January to begin the construction of the exterior walls.

The foundation crew will continue with the foundation for the Township Hall building throughout January and into February.
Design Summary.

ORION TOWNSHIP MUNICIPAL COMPLEX SUMMARY

The design is complete and permitted for construction. The Municipal property sits on 77 acres, with the project utilizing 14 acres. Excess land, consisting of natural woodland areas and wetland areas, will be preserved as designed.

The Township Hall will be 43,637 square feet. The structure is a single-story building, with a full walkout basement.

The Sheriff's Substation will be 8,820 square feet and will sit adjacent to Township Hall.
Inspection Summary.

ORION TOWNSHIP MUNICIPAL COMPLEX SUMMARY

- Independent testing inspections are ongoing through foundation placement.
- Township inspection will take place prior to footing placement.
- Plumbing inspection for underground located at the Sheriff’s Substation.

CONSTRUCTION ISSUES

The team will continue to verify the township hall foundation as it continues to be put in place. Due to the complexity of the foundation, several alterations and modifications will be needed prior to loading the foundation, which the team is working together on during the installation process to safely expedite installation.
Construction Highlights.

ORION TOWNSHIP MUNICIPAL COMPLEX SUMMARY

- Structural steel for the Sheriff’s Station has been erected.
- Structural steel for the Township Hall building is scheduled to be onsite mid-January.
- Metal Trusses for both buildings are schedule to be onsite late January.
- Underground plumbing for the Sheriff’s Station was installed.
- Masonry contractor has mobilized to begin installation.
- Carpenters are mobilizing after the Holidays to begin installing exterior walls for the Sheriff’s Substation.
- The foundation is continuing at the Township Hall building.
- The Township approved Acrovyn wallcovering for the Sheriff’s Substation corridor/processing area.
Budget.

ORION TOWNSHIP MUNICIPAL COMPLEX APPROVED CONTRACT

Approved Construction Contract:
- Original Contract Value: $16,854,000
- Change Orders to Date: $0
- Current Contract Value: $16,854,000
- % completed to date: 22%

Contingency Status:
- Original Contingency Value: $500,000
- Current Contingency Value: $498,315
Aerial Photographs.
Site Photographs.

Sheriff’s Station

Sheriff’s Station
Site Photographs.

Township Hall

Township Hall
Site Plan.
# PROJECT DIRECTORY

## Cunningham-Limp Directory

<table>
<thead>
<tr>
<th>COMPANY</th>
<th>NAME</th>
<th>TITLE</th>
<th>ADDRESS</th>
<th>MOBILE</th>
<th>OFFICE</th>
<th>EMAIL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cunningham-Limp</td>
<td>Sam Ashley</td>
<td>Vice President</td>
<td>28970 Cabot Drive Suit 100 Novi MI</td>
<td>NA</td>
<td>248-489-2300</td>
<td><a href="mailto:sashley@clc.build">sashley@clc.build</a></td>
</tr>
<tr>
<td>Cunningham-Limp</td>
<td>Jacob Gardner</td>
<td>Project Manager</td>
<td>28970 Cabot Drive Suit 100 Novi MI</td>
<td>734-395-0639</td>
<td>248-893-2308</td>
<td><a href="mailto:jgardner@clc.build">jgardner@clc.build</a></td>
</tr>
<tr>
<td>Cunningham-Limp</td>
<td>Josh Muxlow</td>
<td>Superintendent</td>
<td>28970 Cabot Drive Suit 100 Novi MI</td>
<td>248-763-1643</td>
<td>NA</td>
<td><a href="mailto:jmuxlow@clc.build">jmuxlow@clc.build</a></td>
</tr>
<tr>
<td>Cunningham-Limp</td>
<td>Natalie Lawrence</td>
<td>Project Coordinator</td>
<td>28970 Cabot Drive Suit 100 Novi MI</td>
<td>NA</td>
<td>248-488-7752</td>
<td><a href="mailto:nlawrence@clc.build">nlawrence@clc.build</a></td>
</tr>
<tr>
<td>Cunningham-Limp</td>
<td>Matt Sportel</td>
<td>Director of Construction</td>
<td>28970 Cabot Drive Suit 100 Novi MI</td>
<td>NA</td>
<td>248-893-2313</td>
<td><a href="mailto:msportel@clc.build">msportel@clc.build</a></td>
</tr>
<tr>
<td>COMPANY</td>
<td>NAME</td>
<td>TITLE</td>
<td>ADDRESS</td>
<td>OFFICE</td>
<td>EMAIL</td>
<td></td>
</tr>
<tr>
<td>-----------------------------</td>
<td>-----------------</td>
<td>----------------------------</td>
<td>----------------------------------------</td>
<td>--------------------</td>
<td>--------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>Orion Township</td>
<td>Chris Barnett</td>
<td>Township Supervisor</td>
<td>2525 Joslyn Road, Lake Orion, MI 48360</td>
<td>248-391-0304 EXT 1001</td>
<td><a href="mailto:cbarnett@oriontownship.org">cbarnett@oriontownship.org</a></td>
<td></td>
</tr>
<tr>
<td>Orion Township</td>
<td>Jeff Stout</td>
<td>Director of Public Services</td>
<td>2525 Joslyn Road, Lake Orion, MI 48360</td>
<td>248-391-6842</td>
<td><a href="mailto:jstout@oriontownship.org">jstout@oriontownship.org</a></td>
<td></td>
</tr>
<tr>
<td>Auger Klein Aller Architects Inc.</td>
<td>Scott Reynolds AIA</td>
<td>Project Architect / AKA Associate</td>
<td>303 E. Third Street Ste 100 Rochester MI 48307</td>
<td>248-814-9160</td>
<td><a href="mailto:s.reynolds@aka-architects.net">s.reynolds@aka-architects.net</a></td>
<td></td>
</tr>
<tr>
<td>OHM Advisors</td>
<td>James Stevens</td>
<td>Principal</td>
<td>34000 Plymouth Rd Livonia, MI 48150</td>
<td>248-751-3100</td>
<td><a href="mailto:James.stevens@ohm-advisors.com">James.stevens@ohm-advisors.com</a></td>
<td></td>
</tr>
</tbody>
</table>
CONTACT US.

EMAIL ADDRESS
CONTACT@clc.build

PHONE NUMBER
248.489.2300

MAILING ADDRESS

Headquarters
28970 Cabot Drive | Suite 100
Novi, Michigan 48377

Northern Michigan
818 Red Drive | Suite 30
Traverse City, Michigan 49684