

**CHARTER TOWNSHIP OF ORION
CHARTER TOWNSHIP OF ORION BOARD OF TRUSTEES AGENDA
TUESDAY, JANUARY 4, 2022 - 7:00 PM
ORION TOWNSHIP MUNICIPAL COMPLEX BOARD ROOM
2323 JOSLYN RD.
LAKE ORION, MICHIGAN 48360**

1. CALL TO ORDER	2
2. INVOCATION AND PLEDGE	
3. APPROVAL OF BILLS	3
4. PUBLIC COMMENT (3 minutes or less) *Board does not respond during public comment	
5. APPROVAL OF AGENDA	
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10. BOARD MEMBER COMMENT	
11. 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.

Conduct of Meetings

(From Orion Township Board Rules of Order)

Chairperson: The Township Supervisor shall moderate and chair all meetings of the Township Board. In the absence of the Supervisor, the Board members present shall appoint a Chairperson Pro-tem by majority vote. Meeting procedures and conduct shall comply with Robert's Rules of Order, unless superseded by MCL.15.261 or by Orion Township Rules of Order. Board members, petitioners and Department Heads wishing to speak shall first be recognized by the Chair and shall be limited to ten minutes maximum on each agenda item or at the discretion of the Chair. Each person speaking shall address the Chair.

Public Participation: At public hearings and during Public Comment on agenda and non-agenda items, any person may address the Board, when recognized by the Chair, after first identifying themselves. Such individual comments shall not exceed three (3) minutes. Please note the Board does not respond during public comments.

Public comment on agenda items shall only be permitted after a motion is made and seconded, prior to the Chair calling for the vote.

Disorderly Conduct at Meetings: The Supervisor may call to order any person who is being disorderly by speaking or otherwise disrupting the proceedings, by failing to be germane, by speaking longer than the allotted time, interrupting proceedings, speaking vulgarities, or by speaking out of turn. Such person shall thereupon be seated and be quiet until the Supervisor shall have determined whether the person is in order. If a person speaking is called out of order, he or she shall not be permitted to speak at the same meeting, except on special permission of the Township Board. If the person shall continue to be disorderly and disrupt the meeting, the Supervisor may order an Oakland County Sheriff's Deputy to remove the person from the meeting. No person shall be removed from a public meeting except for an actual breach of the peace committed at the meeting.

Recording of Meetings: The right of a person to attend a meeting of the Township includes the right to tape record, to videotape, to broadcast live on radio, and to telecast live on television the proceedings of the public body at a public meeting, without prior approval of the Township. However, the set-up and location of equipment to record, videotape, broadcast, or televise Township meetings shall be in accordance with the regulations of the Township, to ensure the health, safety, and general welfare of the public in attendance at the meeting and in order to minimize the possibility of disrupting the meeting, including the interference with Township recording equipment.

<p><i>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.</i></p>

1/4/2022

INVOICES

		Total Checks
Non Board Bills	12/7/2021	\$35,432.48
Non Board Bills	12/22/2021	\$80,062.59
Non Board Bills	12/31/2021	\$37,799.35
Board Bills	1/4/2022	\$2,461,743.04
Total Invoices		\$2,615,037.46
Void #1921	Reissued	(\$5,653.65)
Void #2082	Paid by EFT	(\$110.91)
Total Invoice Disbursements		\$2,609,272.90

PAYROLL

		Total Gross
Regular Pay	12/22/2021	\$234,761.52
Quarterly Board Pay	12/28/2021	\$15,785.00
COVID Stipend	12/29/2021	\$87,000.00
FICA Expenses		\$20,475.40
Benefit Expenses		\$58,953.45
Void DD11477	M. Schaefer Holiday Pay	(\$716.00)
Total Payroll Disbursements		\$416,259.37

Grand Total Disbursements **\$3,025,532.27**

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 Melissa Bardecki

**CHARTER TOWNSHIP OF ORION BOARD OF TRUSTEES
ANNUAL 2022 PROPOSED BUDGET PUBLIC HEARING MINUTES
MONDAY, DECEMBER 20, 2021**

CALL TO ORDER. The Charter Township of Orion Board of Trustees held a Public Hearing on Monday, December 20, 2021. The Public Hearing was held to provide an opportunity for members of the public to offer comments related to the 2022 Proposed Budget.

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

BOARD MEMBERS ABSENT: None

OTHERS PRESENT:

Scott Taylor Jen Taylor Evie Taylor Dan Dewey Allison Seff

Clerk Shults convened the Public Hearing at 7:09 p.m.

The Public Hearing was held to afford the opportunity for public comment concerning the 2022 Proposed Budget.

No public comment was given.

Seeing and hearing no citizens were interested in providing comments and no written comments were received related to the 2022 Proposed Budget, Supervisor Barnett adjourned the Public Hearing at 7:10 p.m.

Penny S. Shults, Clerk

Chris Barnett, Supervisor
Charter Township of Orion

Transcription: Meg Beutler

**CHARTER TOWNSHIP OF ORION BOARD OF TRUSTEES
MINUTES, REGULAR MEETING, MONDAY, DECEMBER 20, 2021**

1. CALL TO ORDER. The Charter Township of Orion Board of Trustees held a regular meeting on Monday, December 20, 2021 at Orion Township Municipal Complex Board Room, 2323 Joslyn Road, Lake Orion, MI 48360.

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

BOARD MEMBERS ABSENT: None.

OTHERS PRESENT:

Scott Taylor Jen Taylor Evie Taylor Dan Dewey Allison Seff

2. CLOSED EXECUTIVE SESSION – Discuss Attorney Opinion. Moved by Clerk Shults, seconded by Trustee Birney to go to closed executive session to discuss attorney opinion at 6:01 p.m.

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

NAYS: None MOTION CARRIED

The board was in closed session from 6:01 p.m. to 7:07 p.m.

Moved by Clerk Shults, seconded by Trustee Flood to reconvene regular meeting.

MOTION CARRIED

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

4. PUBLIC HEARINGS

A. REMOVED – General Motors LLC, IFT Tax Abatement – hearing cancelled by request of the applicant.

B. 2022 Budget – The Public Hearing was held from 7:09 p.m. to 7:10 p.m. Clerk Shults read the memo. No public comment was received.

5. CITIZEN OF THE MONTH

A. Sick Pizza Company – the Sick Pizza Company donated pizza and raised \$102,000 for those affected by the tragedy in Oxford.

B. Midwest Strategy Group– Presentation – Dave Hodgkins & Mike Campagnoni

6. APPROVAL OF BILLS. Moved by Treasurer Steele, seconded by Trustee Flood to authorize payment of bills in the amount of \$1,200,793.22 and payrolls in the amount of \$257,196.26 for a total disbursement of funds in the amount of \$1,457,989.48 as presented. AYES: Shults, Steele, Birney, Dalrymple, Flood, Urbanowski, Barnett ABSENT: None NAYS: None MOTION CARRIED

7. PUBLIC COMMENT. Public comment was not heard.

**CHARTER TOWNSHIP OF ORION BOARD OF TRUSTEES
MINUTES, REGULAR MEETING, MONDAY, DECEMBER 6, 2021**

8. APPROVAL OF AGENDA. Supervisor Barnett added 5.B Midwest Strategy Group presentation, and removed 10.C General Motors LLC, IFT Tax Abatement – Action After Hearing. Also, 9.G has updated memo, 9.M One-Time Employee COVID Stipend and 10.G Release of PACE Assessment - Powers Distributing (P&M Leasing) added by Supervisor Barnett. 9.H Appoint Deputy Treasurer removed by Treasurer Steele.

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

9. CONSENT AGENDA.

A. Minutes – Regular Meeting, December 6, 2021. Receive and file, as presented.

B. Oakland County Sheriff Office Law Enforcement Services Agreement. Approve the 2022-2024 Law Enforcement Services Agreement with the Oakland County Sheriff's Office and authorize the Township Supervisor and Clerk to sign the agreement on behalf of the Township.

C. Job Description Updates. Approve updates to the salary job descriptions effective January 1, 2022.

D. 2022 Non-Union Salary Rates. Adopt the resolutions and approve the 2022 non-union pay rates, as approved.

E. Resolution – Ordinance 41, Schedule of Fees & Escrow Charges. Adopt, by resolution, Ord. 41, schedule of fees and escrow charges, effective January 1, 2022, as presented.

F. PC-2021-90, Ridgewood PUD, Set Joint Public Hearing Date. Receive and file board notice regarding proposed joint public hearing for PC-2021-90, Ridgewood PUD on January 5, 2022.

G. Committee Appointments. Approve the appointments as presented.

H. Appoint Deputy Supervisor, and Treasurer. Appoint Samantha Timko as Deputy Supervisor, effective January 1, 2022, with an annual salary of \$3,535.

I. OCCCC 2022 Proposed Budget and 2020 Financial Audit. 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 OCCCC.

J. 2022 Trade Contracts – Building Department. Approve the proposed trade inspector compensation and authorize the Township Supervisor to sign the 2022 trade contracts.

K. Temporary Construction and Grading Easement Agreement. Approve the resolution authorizing the Township Supervisor, Township Clerk, and Director of Budget and Procurement, in consultation with the Township Attorney and Auditors, to take any and all necessary steps to resolve the General Fund liability owed to the Water and Sewer Fund in the amount of two hundred sixty-four thousand nine hundred eighty-six dollars and ninety-six cents (\$264,986.96) and to accomplish same in the 2021 fiscal year.

**CHARTER TOWNSHIP OF ORION BOARD OF TRUSTEES
MINUTES, REGULAR MEETING, MONDAY, DECEMBER 6, 2021**

- L. Teamsters 214 LOA – Accounting Controller.** Approve the signing and execution of the Teamsters 214 Letter of Agreement regarding Accounting Controller, set to expire upon ratification of a successor CBA.
- M. ADDED – One-Time Employee COVID Stipend.** Authorize the one-time pre-tax stipend of \$1000 to hourly and non-director employees (full-time, part-time, and paid-on-call), for a total amount of \$99,360, to come from the accrued payouts budget in the General Fund, Water and Sewer Fund, and Building Fund, and ARPA as presented.

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

10. PENDING.

- A. Yearend Budget Adjustments.** Moved by Clerk Shults, seconded by Treasurer Steele to direct the Accounting Controller or Budget & Procurement Director to make the Budget Adjustments based on the overbudget funds and accounts listed. AYES: Barnett, Shults, Steele, Birney, Dalrymple, Flood, Urbanowski ABSENT: None NAYS: None MOTION CARRIED
- B. General Fund Liability Payoff.** Moved by Clerk Shults, seconded Trustee Flood to approve the Resolution authorizing the Township Supervisor, Township Clerk, and Director of Budget & Procurement, in consultation with the Township Attorneys and Auditors, to take any and all necessary steps to resolve the General Fund liability owed to the Water and Sewer Fund in the amount of two hundred sixty-four thousand nine hundred eighty-six dollars and ninety-six cents (\$264,986.96) and to accomplish same in the 2021 fiscal year. AYES: Shults, Steele, Birney, Dalrymple, Flood, Urbanowski, Barnett ABSENT: None NAYS: None MOTION CARRIED
- C. REMOVED – General Motors LLC, IFT Tax Abatement - Action After Hearing.** No action taken. Removed by Supervisor Barnett.
- D. Adopt 2022 Budget -Action After Hearing.** Moved by Clerk Shults, seconded by Trustee Flood to approve the Resolution of the Charter Township of Orion adopting of the budget and setting millage levy, a resolution to establish and define the adoption of budgets. Levy millage, and make appropriations for fiscal year 2022, thereby adopting the 2022 budgets, as presented. AYES: Birney, Dalrymple, Flood, Urbanowski, Barnett, Shults, Steele ABSENT: None NAYS: None MOTION CARRIED
- E. Second Reading – PC-2021-73, Township Initiated Text Amendment to Zoning Ordinance #78, Industrial Park (IP), Article18, Section18.01 – Land Uses.** Moved by Clerk Shults, seconded by Trustee Urbanowski to declare that the second reading of PC-2021-73, Text Amendment to Zoning Ordinance #78, Article 18, Section 18.01, to have been held on December 20, 2021 and to approve/adopt. AYES: Dalrymple, Flood, Urbanowski, Barnett, Shults, Steele, Birney ABSENT: None NAYS: None MOTION CARRIED

**CHARTER TOWNSHIP OF ORION BOARD OF TRUSTEES
MINUTES, REGULAR MEETING, MONDAY, DECEMBER 6, 2021**

- F. Resolution – Opioid Settlement.** Moved by Clerk Shults, seconded by Treasurer Steele to approve the resolution to participate in the Opioid Settlement that will allow the Charter Township of Orion to register as a settlement participant and authorize the Township Clerk to certify and file the same. AYES: Flood, Urbanowski, Barnett, Shults, Steele, Birney, Dalrymple ABSENT: None NAYS: None MOTION CARRIED
- G. ADDED – Release of PACE Assessment – Powers Distributing (P&M Leasing).** Moved by Clerk Shults, seconded by Trustee Flood to approve the Discharge of Special Assessment Agreements for parcel numbers #0-09-27-301-052 and #0-09-27-301-055 located in Orion Township on the basis that P&M Leasing has remitted payment for its assessment in full and authorize the Supervisor to execute same. AYES: Urbanowski, Barnett, Shults, Steele, Birney, Dalrymple, Flood ABSENT: None NAYS: None MOTION CARRIED

11. REPORTS.

- A. Police/Fire Reports.** Moved by Trustee Birney, seconded by Trustee Flood, to receive and file the reports, as presented. MOTION CARRIED
- B. Municipal Complex, November 2021 Executive Report.** Moved by Trustee Flood, seconded by Treasurer Steele to receive and file the November 2021 Municipal Complex Executive Report, as presented. MOTION CARRIED

12. PUBLIC COMMENT. Public Comment was not heard.

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

14. ADJOURNMENT. Moved by Trustee Flood, seconded by Trustee Birney to adjourn. MOTION CARRIED The meeting was adjourned at 8:29 p.m.

Transcription: M. Beutler

Penny S. Shults, Clerk

Chris Barnett, Supervisor
Charter Township of Orion



Charter Township of Orion

2525 Joslyn Rd., Lake Orion MI 48360
www.oriontownship.org

Phone: (248) 391-0304

Agenda Item Summary

To: Board of Trustees
From: Aaron Whatley, Parks & Recreation Director
Meeting Date: January 4, 2022
Memo Date: December 22, 2021
Subject: Award Bid - League Uniforms

☐ Consent ☐ Pending

REQUEST

The request before the board is to award the bid for Parks & Recreation Sports League Uniforms to Tool Sport & Sign Company, at an estimated cost of ~\$27,054.30 annually (final cost is dependent upon number of participants). Term of contract is one year, with the option to renew up to three additional years, should costs not increase more than 5% from the original contract price.

REASON

The current contract (with Tool Sport & Sign) expired in 2021. Proposals were sought and obtained in accordance with the Township's bid policy; three were received.

PROCESS

Following evaluation of the proposals (please see attached chart), it is our recommendation that the contract be awarded to Tool Sport & Sign. Although not the lowest bidder, their proposal was the most complete (other bidders did not include customization in their proposal, and the low bidder did not offer embroidery or visors, as requested in the RFP). In addition, Tool Sport & Sign has contributed \$400 towards sponsorships annually, and has a demonstrated record of reliability and flexibility.

BUDGET

Fund Name:	208 - Park/Recreation
Purchase Order Number:	NA
Budget Adjustment Needed:	<input type="checkbox"/>

Project/Grant Tracking?	<input type="checkbox"/>
Expected Invoice Date:	Spring 2022
Reviewed by Budget Director:	<input type="checkbox"/>

ACCOUNT NUMBER/NAME	AMENDED BUDGET	AVAILABLE BALANCE	COST	REMAINING BUDGET
208-751-881.009 – Leagues	\$141,100.00	\$141,100.00	\$~\$27,000.00	\$114,100.00

RECOMMENDATION (MOTION)

Board action would be to award the contract to provide Sports League Uniforms to Tool Sport & Sign Co., at a total estimated cost of \$27,054.30, (depending upon number of participants), with the understanding that the contract can be renewed up to three additional years should pricing remain within 5% of the initial proposal pricing.,

Tool Sport		
LOYBL		
Item	Quantity	Price
Jersey BST99	415	\$2,709.95
Lettering (Names on Back of Jersey)	415	\$1,245
Lettering (Numbers on Back of Jersey)	415	\$726.25
Champro Youth Pants	388	\$2,716
Embroidered hats	415	\$3,112.50
Socks	388	\$1,241.60
Total		\$11,751.30
OGSL		
Jersey Augusta 2792/2793	100	\$788
Lettering (Names on Back of Jersey)	100	\$300
Lettering (Numbers on Back of Jersey)	100	\$175
Champro Girls Pants	100	\$1,070
Visor	100	\$495
Total		\$2,828
OOSL		
Reversible Jersey W/ Number 322901 (Adult)	200	\$5,600
Reversible Jersey W/ Number 322900 (Youth)	200	\$5,600
Coach Shirt	75	\$635.25
Socks	200	\$640
Total		\$12,475
Quote Total		\$27,054.30

Riddell		
LOYBL		
Item	Quantity	Price
Jersey BST99	415	\$5,063
Lettering (Names on Back of Jersey)	415	
Lettering (Numbers on Back of Jersey)	415	
Champro Youth Pants	388	\$5,044
Embroidered hats	415	\$5,706.25
Socks	388	\$1,164
Total		\$16,977
OGSL		
Jersey Augusta With Name and Number 2792/2793	100	\$1,401
Champro Girls Pants	100	\$1,300
Visor	100	\$655
Total		\$3,356
OOSL		
Reversible Jersey W/ Number 322901 (Adult)	200	\$4,900
Reversible Jersey W/ Number 322900 (Youth)	200	\$3,190
Coach Shirt	75	\$483.75
Socks	200	\$600
Total		\$9,174
Set Up Charge Per Design		\$88
Quote Total		\$29,595

Swift Office Solutions		
LOYBL		
Item	Quantity	Price
Jersey BST99 (Numbers Included)	415	\$4,809.85
Lettering (Names on Back of Jersey)	415	
Lettering (Numbers on Back of Jersey)	415	
Champro Youth Pants	388	\$3,798.52
Embroidered hats (No Embroidery)	415	\$1,448.35
Socks	388	\$927.32
Total		\$10,984.04
OGSL		
Jersey Augusta and Number (No Name) 2792/2793	100	\$1,232
Champro Girls Pants	100	\$839
Visor (Did not include price)	100	
Total		\$2,071
OOSL		
Reversible Jersey W/ Number 322901 (Adult)	200	\$5,218
Reversible Jersey W/ Number 322900 (Youth)	200	\$4,960
Coach Shirt	75	\$914.25
Socks	200	\$478
Total		\$11,570
Quote Total		\$24,625.04



Agenda Item Summary

To: Board of Trustees
From: Samantha Timko, Chief of Staff
Meeting Date: January 4, 2022
Memo Date: December 29, 2021
Subject: Grant Agreement - America in Bloom and CN

☐ Consent ☒ Pending

REQUEST

The request is to authorize the Township Supervisor to enter into an agreement with America in Bloom and CN for the *CN EcoConnexions From the Ground Up* grant program and accept the grant award.

REASON

CN, in partnership with America in Bloom, issued a matching grant opportunity through their *EcoConnexions From the Ground Up* program, which will provide up to \$25,000 to fund the greening of communities where CN operates. The Township submitted a grant application on December 1, 2021 for a gateway beautification project at the intersection of Joslyn and Brown Road (design attached to this memo), and was awarded the full \$25,000 grant request.

PROCESS

Township Engineer OHM Advisors created the attached landscape design which was submitted as part of the grant application. The total project is estimated to cost \$65-\$70,000 with a maximum grant reimbursement of \$25,000. The Township match of \$45,000 was budgeted for in the 2022 budget, with an additional \$20,000 budgeted as part of this project for a gateway sign. With that, a budget amendment will need to be made to formally receive the \$25,000 grant revenue and enter the corresponding expense.

Based upon the likely number of underground utilities, much of the planting will take place in the right-of-way. Future sidewalk/pathway should be considered but is not an eligible grant expense and would need to be fully funded by the Township.

This item will come back to the Board at a later date to approve the expenses, once final expenses are known.

RECOMMENDATION (MOTION)

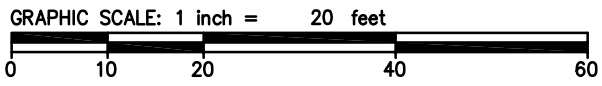
Authorize the Township Supervisor to enter into an agreement with America in Bloom and CN for the *CN EcoConnexions From the Ground Up* grant program and accept the \$25,000 grant award for the Joslyn/Brown Road Gateway Beautification project and direct the Accounting Controller or Budget & Procurement Director to make the necessary budget adjustments - accounting for \$25,000 in revenue in account 101-000-677.000 (Private Grants) and \$25,000 in grant reimbursable expenses in account 101-446-974.000 (Capital Outlay-Grounds).

DRAWING PATH: C:\Users\weaver\OneDrive - OHM Advisors\Desktop\brown-joslyn\Brown-Joslyn.dwg Nov 11, 2021 - 2:04am



PRELIMINARY PLANTING PLAN

SCALE: 1" = 20'-0"



PROPOSED PLANT SELECTIONS



BLACK HILLS SPRUCE



BABY BLUE COLORADO BLUE SPRUCE



SUGARTYME CRABAPPLE



PRAIRIFIRE CRABAPPLE



KOREAN SPICE VIBURNUM



PIPSQUEAK BURNING BUSH



NEON FLASH SPIRAEA



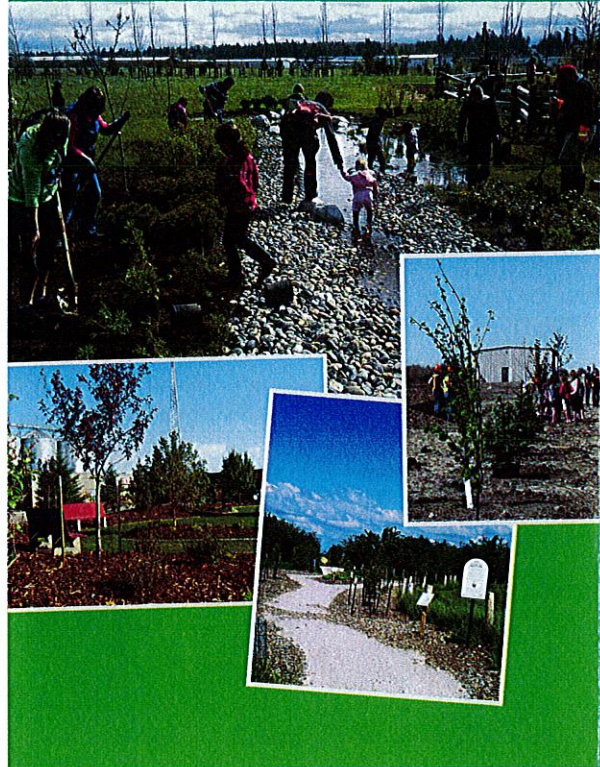
RED SWITCH GRASS

REVISIONS	

DATE	PROJ NUMBER	LA	PROJ MGR	CADD	COUNTY	CITY/VILLAGE/TOWNSHIP	SCALE	HORIZ DATUM	VERT DATUM
11/02/21	012-20-001	BW	JS		OAKLAND	ORION TOWNSHIP	H V		
BROWN ROAD & JOSLYN ROAD									
ORION TOWNSHIP									
PRELIMINARY LANDSCAPE PLAN									

SHEET	

For questions and more information regarding the application or the *CN EcoConnexions From the Ground Up* program, please contact AIB@AmericaInBloom.org or visit AmericaInBloom.org/programs/cn-grant.



CN ECOCONNEXIONS FROM THE GROUND UP CALL FOR PROPOSALS

Visit AmericaInBloom.org/programs/cn-grant to complete the online application form.

Propose a project that is significant to your community. Plan it carefully so that the plants will thrive for the long term. Engage partners to support the project and build momentum for community greening.

SITE SELECTION

Priority will be given to high-profile, significant landscapes that are accessible to the public and are in need of beautification.

BENEFITS TO THE COMMUNITY

Successful projects will leverage the power of flowers, plants, shrubs and trees to bring multiple benefits to the community. Demonstrate how community beautification will improve economic vitality, boost civic pride, encourage active enjoyment of the landscape and improve quality of life. Projects that also contribute ecosystem services such as air and water quality improvements, stormwater benefits, screening, energy conservation and habitat are favored.

COMMUNITY ENGAGEMENT

Working together to create lasting, beautiful landscapes also builds community. Successful projects will involve many partners in planning, fundraising, site preparation, planting and maintenance.

COMMITMENT TO GREENING

Communities that are participating in America in Bloom programs are favored. Existing commitments to sustain vibrant public landscapes and urban forests demonstrate both the capacity and will to undertake new, successful community greening projects. Access to professional expertise to plan and execute planting projects is helpful.

SUSTAINABILITY

Projects must be designed and executed for sustainability. Diverse, quality plants, appropriate for the site and adequately maintained, are essential to successful projects. Use native plants where appropriate for habitat and ecosystem services.

BUDGET

Only cost effective projects that leverage **CN EcoConnexions From the Ground Up** funding to earn additional contributions and support from the community will be considered.

REPORTING

Reports on progress, expenditures, and accomplishments are required.

CELEBRATION AND RECOGNITION

Successful projects will celebrate the contributions of volunteers, partners, and donors with a community event. Events may kick-off the project, get the work done, and/or celebrate successful completion. **CN EcoConnexions From the Ground Up** and America in Bloom will participate in the community event.



CN EcoConnexions From the Ground Up will provide funding of up to \$25,000 for greening of public spaces in communities along CN rail lines.



GUIDELINES AND CRITERIA

INTRODUCTION

With a true transcontinental network that extends to three North American coasts, CN passes through a wide range of urban and rural communities. We encourage those communities along the CN corridor to take environmental action by improving their communities through natural landscaping, groundcover improvement, floral displays and healthy urban forests. CN is partnering with America in Bloom to administer and manage the grant program in the United States.

CN EcoConnexions From the Ground Up supports collaborative community greening projects that enhance landscapes in communities neighboring CN rail lines to meet the following objectives:

- Enhance the quality of life in cities, villages, and townships.
- Promote public health benefits through the proper planting and care of trees and plants.
- Ensure that community landscapes provide ecosystem services – clean air and water, increased property values, reduced erosion and stormwater runoff, wildlife habitat, moderated temperatures, lessened energy demands, and year-round enjoyment.
- Enhance community tree canopy by properly planting diverse, quality trees for long-term sustainability and resistance to future pests.

- Beautify community gateways and significant landscapes demonstrating the contribution of flowers and plants to growing community pride and economic vitality.
- Leverage **CN EcoConnexions From the Ground Up** grant support to catalyze strong and enduring community partnerships to undertake and sustain community greening efforts.
- Provide opportunities for CN and its neighbors to work together towards shared goals of environmental stewardship.
- Support long-term community greening through ongoing involvement in America in Bloom.

Municipalities, townships, other local governments and locally active non-profit groups in communities neighboring CN rail lines in the US are eligible to apply.

Applications will be evaluated on a point system. Points will be awarded for the thoroughness of the submission in meeting the criteria in each of the following areas:

- Community involvement
- Leveraged support
- Commitment to greening
- Community and environmental impact
- Technical assurances
- Budget
- Quality of application

AVAILABLE FUNDING

CN EcoConnexions From the Ground Up will provide funding up to \$25,000 per project, however it will not fund more than 50% of project costs. Preference will be given to projects that can demonstrate multiple funding sources. A minimum of 50% matching funding must come from other sources (such as municipalities, service clubs, donations, etc.) and can include in-kind contributions.

The following is a list of components not eligible for funding under this program:

- Hard landscaping such as paving stones, fencing
- Urban furniture
- Play structures
- Annual maintenance (although plans must show how annual maintenance will be performed)

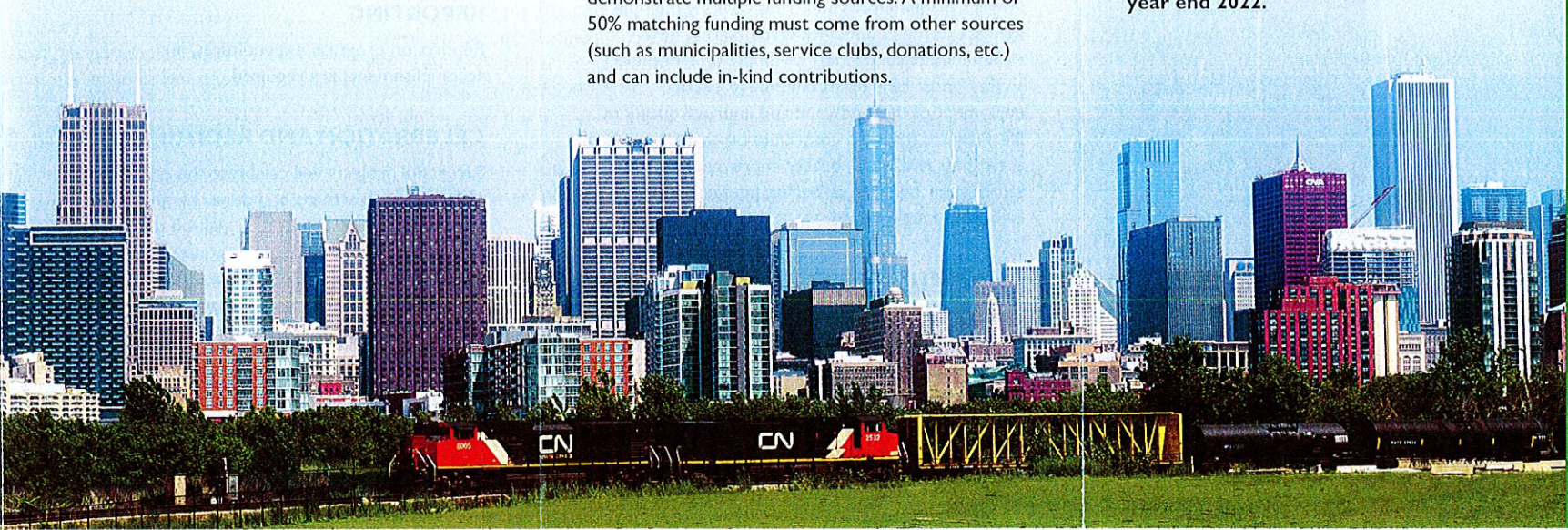
DEADLINES

All applications must be received by **December 1, 2021**.

Apply at AmericasInBloom.org/programs/cn-grant.

Recipients will be announced by **December 31, 2021**.

Final reports and projects should be launched by **year end 2022**.





December 17, 2021

CN EcoConnexions From the Ground Up

A Community Greening Grant Program of CN and America in Bloom

Grant Agreement

Orion Township agrees to satisfactorily complete the “Gateway Beautification” project and accepts the following grant terms:

1. Submit a proposal with site plan, list of plants, care and maintenance plans, and budget.
2. All efforts should be made to complete the project by December 31, 2022. Any changes to project location, completion date, or substantive changes to the scope of work must be submitted to America in Bloom (AIB) for prior approval.
3. Complete the project as budgeted. Budget deviations of greater than 10% must be submitted to AIB for prior approval. Costs that exceed the grant award of \$25,000 will not be reimbursed.
4. Document all expenditures eligible for reimbursement and submit receipts and proof of payment with a Final Report to AIB.
5. Contribute at least half of the cost of the project through the purchase of goods and services or with in-kind contributions of goods and services. Matching contributions must also be documented. Include dates of service, names of contributors, and value for all in-kind services.
6. Install and maintain plants as describe in the Request for Proposals and maintain plantings as per your proposed maintenance plan. Continue appropriate maintenance in perpetuity.
7. Involve community partners as described in your proposal, enhancing community participation whenever possible.
8. Coordinate project planning and implementation with America in Bloom (AIB) representatives. Accommodate AIB request for information, site visits and meetings.
9. Participate in the America in Bloom [National Awards Program](#) by enrolling in the 2022 edition by February 28, 2022. Registration fees are allowable as a matching contribution.
10. Hold a celebratory event to recognize community partners, project accomplishments and CN’s financial support and AIB’s technical assistance. Coordinate planning with CN and AIB representatives.
11. Install a sign or marker at project location indicating project partners were America in Bloom and the *CN EcoConnexions From the Ground Up* program.
12. Acknowledge “*CN EcoConnexions From the Ground Up*” as the source of funds in all outreach and press material. Acknowledge America in Bloom as a program partner in all outreach and press material.

Note: Funds will not be disbursed until a final report with receipts has been submitted, a sign or marker has been installed, a media event held, and AIB national awards program registration has been submitted.

Accepted:

For the Grant Recipient (Print name)	Title
Signature	Date

Laura Kunkle, America in Bloom Executive Director

Laura Kunkle



Agenda Item Summary

To: Board of Trustees
From: Samantha Timko, Chief of Staff
Meeting Date: January 4, 2022
Memo Date: December 30, 2021
Subject: Oakland County Parks & Recreation Grant Program Letter

☒ Consent ☐ Pending

REQUEST

The request is to authorize the Township Supervisor's Office to apply for an Oakland County Parks & Recreation grant on behalf of the Polly Ann Trailway Management Council.

REASON

Please see the attached letter from the Polly Ann Trailway Management Council Chairman, Curtis Wright requesting Orion Township apply for an Oakland County Parks & Recreation grant for the construction of a restroom and parking lot improvements at the Clarkston Road trailhead. The maximum grant award is \$100,000 with a minimum 25% match, which will be funded by the Polly Ann Trailway Management Council.

PROCESS

Applications are due January 14, with award announcement April 2022. Projects must be completed within three years.

RECOMMENDATION (MOTION)

Authorize the Township Supervisor's Office to apply for an Oakland County Parks & Recreation grant on behalf of the Polly Ann Trailway Management Council for the construction of a restroom and parking lot improvements at the Clarkston Road trailhead.



Polly Ann Trailway Management Council

23 E. Elmwood St.
P.O. Box 112

Leonard, MI, 48367
www.pollyannt railway.org

248-981-1242

December 28, 2021

Charter Township of Orion
Board of Trustees
2323 Joslyn Road
Orion, MI 48360

Dear Orion Township Board of Trustees:

The Polly Ann Trailway Management Council is seeking funding to construct a permanent restroom and paved parking lot improvements for users of the Polly Ann Trail at Water Depot, which is a parking area located at Clarkston and Rhodes Road in Orion Township. As you are aware, a significant portion of the Polly Ann Trail traverses through Orion Township, and Oakland County Parks and Recreation has established a Grant Program for funding trailway improvements.

The Polly Ann Trailway Management Council would like to apply for a portion of these grant funds to construct the restroom and parking lot improvements. But, in order to apply, the grant application must be submitted by the municipal government in which the project is located. Being this project is located in Orion Township, the Polly Ann Trailway Management Council unanimously approved a request for the Orion Township Board of Trustees to apply for this grant.

The Polly Ann Trailway Management Council has allocated some funding and, with approved grant funds from this Oakland County Parks and Recreation Trailways Grant Program, this permanent restroom and paved parking lot improvements will be a positive improvement for the Polly Ann Trail and Orion Township based on the limited annual funding in which the Polly Ann trailway Management Council operates.

On behalf of the Polly Ann Trailway Management Council, thank you for your consideration.

Please contact me if you have any questions.

Sincerely,

Curtis W. Wright, Chairman
Polly Ann Trailway Management Council



Agenda Item Summary

To: Board of Trustees
From: Samantha Timko, Chief of Staff
Meeting Date: January 4, 2022
Memo Date: December 30, 2021
Subject: North Oakland County Regional Authority (NOCRA) Letter of Support

☐ Consent ☒ Pending

REQUEST

The request is to authorize the Township Supervisor to submit a letter of support on behalf of Orion Township for planning of a North Oakland County Regional Authority (NOCRA) and to submit interest in participating on the planning committee.

REASON

The Pontiac Regional Chamber has invited local communities, including the cities of Pontiac and Auburn Hills, Orion Township, Waterford Township, Independence Township and others in the region to demonstrate their support for pursuing the planning of a Regional Authority to accelerate and align efforts to recover materials and create a sustainable local economy which supports a healthy environment and economy. A Regional Authority encourages collaboration between communities to develop efficient programs which are more prepared for success based on the role an Authority can play. With 84% of disposed municipal waste in Michigan having an opportunity to be recovered, the Northern Oakland County region can benefit monetarily and environmentally from recovering and utilizing these materials to support the local economy.

Communities will have the opportunity to participate as team members in designing and implementing the Authority to meet the needs of the region, or at a minimum show support for exploring a Regional Authority. There is no financial commitment needed to participate on the committee or committed through a letter of support.

The attached documents were provided by the Pontiac Regional Chamber and NextCycle Michigan outlining the basics of the Regional Authority.

PROCESS

The Planning Committee will meet three to five hours each month from February to August 2022 to design programming that will work towards shared goals of the communities involved with planning a Regional Authority. By August 2022, they anticipate having a draft program outline, including financials, to share with the community decision makers for deciding future commitments.

RECOMMENDATION (MOTION)

Authorize the Township Supervisor to submit a letter of support on behalf of Orion Township for planning of a North Oakland County Regional Authority (NOCRA) and to submit interest in participating on the planning committee.



Charter Township of Orion

2323 Joslyn Rd., Lake Orion MI 48360
www.oriontownship.org

Phone: (248) 391-0304

January 4, 2021

Damany Head, Chair of the Pontiac Regional Chamber
402 Telegraph Road
Pontiac, MI 48341

Re: North Oakland County Regional Authority

Dear Mr. Head,

On behalf of the Charter Township of Orion, this letter is to demonstrate support for working towards the establishment of a North Oakland County Regional Authority [NOCRA] to expand solid waste material recovery and recycling services for participating communities in northern and central Oakland County. Orion Township recognizes the benefits of a regional authority to address community needs, expand recycling opportunities, target the best market value and management of materials, and encourage collaboration.

Regional Authorities have proven success in the county as demonstrated by RRRASOC and SOCCRA. Implementing these models in other parts of the county is an important step to help communities collaborate to provide services to residents which are economically feasible and support a clean community. The Intergovernmental Initiatives & Public Private Partnership (I2P3) Innovation Challenge Track through NextCycle Michigan is seen as an important program to guide the development, planning, and convening of stakeholders needed to implement a Regional Authority. In support of the initiative and pathway through NextCycle Michigan we plan to participate on the I2P3 Innovation Track to strategize the planning and establishment of a Regional Authority.

We look forward to helping move Oakland County communities towards a stronger local economy which values and effectively manages materials.

Sincerely,

Chris Barnett
Township Supervisor



North Oakland County Regional Authority

Mission:

Establishing a North Oakland County Regional Authority aims to accelerate and align efforts to recover material and create a sustainable local economy which supports a healthy environment and healthy economy. A Regional Authority encourages collaboration between communities to ensure robust services are provided to residents efficiently and cost effectively. With 84% of disposed municipal waste in Michigan having an opportunity to be recovered, the Northern Oakland County region can benefit monetarily and environmentally from recovering and utilizing these materials to support the local economy.

Opportunities for positive impact are not limited to:

- Improvement of access for recycling of both traditional and non-traditional recyclables through widespread curbside programs, supporting the establishment of a comprehensive drop-off location, and exploring recovery of organics
- Address residential and commercial needs for material management
- Attract local processing and markets for materials leading to job creation and keeping value in Oakland County communities
- Coordination supporting opportunities to benefit from economies of scale
- Build on programs such as the NoHaz Consortium to leverage already committed investment and align opportunities
- Reaching underserved and minority areas of the County and empowering leadership for inclusive and equitable solutions

Implementation:

Collaborators in the North Oakland County region have a unique and timely opportunity to establish a regional authority. The NextCycle Michigan initiative is a primary pathway available to help support the effective development and implementation of an authority through the Intergovernmental Initiatives and Public Private Partnership (I2P3) Innovation Challenge Track. This opportunity will help ensure appropriate partnerships and sustainable funding plans are established in addition to having funding opportunities available to teams which participate.

A clear pathway to implement NOCRA starts with your commitment and engagement. Be a leader in North Oakland County by being a direct player in designing this authority or showing your support for this initiative which can help accelerate local solutions.

Please reach out to Damany Head at chair@pontiacrc.com to learn more and show your support.



NextCycle Michigan I2P3 Innovation Track opportunity to pursue a North Oakland County Regional Authority

Establishing a North Oakland County Regional Authority aims to accelerate and align efforts to recover material and create a sustainable local economy which supports a healthy environment and healthy economy. A Regional Authority encourages collaboration between communities to ensure robust services are provided to residents efficiently and cost effectively. The NextCycle Michigan Intergovernmental Initiatives & Public-Private Partnerships (I2P3) Innovation Track is an opportunity to convene key communities ready and willing to design and implement a Regional Authority which will meet the needs of the community.

Call for support

The Pontiac Regional Chamber would like to invite local communities including the City of Pontiac, Auburn Hills, Orion Township, Waterford Township, and others in the region to demonstrate their support for pursuing strategizing and planning for establishing a Regional Authority. Communities have the opportunity to participate as team members in the Innovation Track or at minimum show their support for exploring these opportunities.

If your community leaders support this opportunity, please submit a letter of support to Damany Head, chair@pontiacrc.com, before **January 7th, 2022** demonstrating your interest to be part of the I2P3 team or you interest to support this initiative.

The I2P3 Experience

If accepted into the I2P3 Innovation Track, the core aspects would include:

- Refining the scope, vision, and key stakeholders for a Regional Authority
- Support facilitation of partnership collaboration and matchmaking
- Technical support for strategizing implementation and specifically designed training sessions based on needs of the team including specific focus on sustainable funding pathways.
- One-on-one consulting throughout the process and subject expert support
- Preparation and navigation of various funding opportunities including EGLE Recycling Grants

The I2P3 Innovation Track offers support with no financial commitments needed from communities to participate. 3-5 hours each month from February through August of 2022 would include specifically designed programming to work towards shared goals of the communities involved with planning a Regional Authority. With 84% of disposed municipal waste in Michigan having an opportunity to be recovered, the Northern Oakland County region can benefit monetarily and environmentally from recovering and utilizing these materials to support the local economy.

OAKLAND COUNTY SHERIFF'S OFFICE



Orion Township Substation

Weekly "Calls for Service" Summary

Time period: 12-13-2021 to 12-19-2021

Calls for service: 411
Felony arrests: 3
Misdemeanor arrests: 2
Accidents: 21

21-261403 12/15/2021 4:03AM Possession of Narcotics

Deputies were on patrol when they noticed a vehicle parked at the Grand Prix Auto Wash located at 3930 Joslyn Rd. As they approached the deputies observed that the driver was unconscious, deputies immediately requested Orion Twp Fire. Deputies were able to wake the driver a 37-year-old Oxford resident and while speaking with him they noticed drug paraphernalia in the vehicle. An investigation revealed that the subject was under the influence of heroin and had additional narcotics and paraphernalia in the vehicle. The driver was transported to St. Joseph Hospital, all evidence was collected. Investigation continues.

21-263204 12/17/2021 6:53AM Personal Injury Accident

Deputies were dispatched to the area of Brown Rd and Houston St for a report of a personal injury accident. While traveling westbound on Brown Rd the driver a 54-year-old Pontiac resident struck a pedestrian in the roadway. The victim a 19-year-old resident of Pontiac was transported to St. Joseph Mercy Hospital where he is listed in serious condition. Oakland

County Sheriff's Office Accident Investigators responded to investigate further. Alcohol/Drugs do not appear to be factors in this incident.

21-264411 12/18/2021 9:05PM Operating Under the Influence -Arrest

Deputies were dispatched to the 300 block Shrewsbury for a road runoff. When deputies arrived, they noticed a vehicle stuck in the mud and the driver trying to get it unstuck. When Deputies contacted the driver a 40-year-old male Orion resident, it was determined the driver was under the influence of alcohol. Deputies requested a PBT, but the driver refused. The male was subsequently taken to a local hospital for a blood draw and then to the Oakland County Jail where he will be released in the morning. Criminal charges will be pending lab results.

21-264518 12/19/2021 1:53AM Operating Under the Influence -Arrest

Deputies were dispatched to the area of Baldwin and Judah for a single vehicle crash. Deputies contacted the driver, a 22-year-old Lansing resident. It was determined that the driver was under the influence of alcohol. Deputies requested a PBT with the results being .163. The driver was subsequently taken to a local hospital for a blood draw and then safely transported to the Oakland County Jail where he will be released in the morning. Criminal charges will be pending lab results.


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 29, 2021

To: Orion Township Board of Trustees

From: 
John Pender
Assistant Fire Chief

Subject: Fire Department Call Volume/Significant Incidents

Orion Township Call Volume
November 11, 2021-December 29, 2021

Medical Calls- 379	Mutual Aid's-
Non- Medical Calls- 121	Received- 5
Total Call Volume- 500	Given- 17
Year to Date- 3547	
Transports YTD- (ALS)- 1456	
Transport Cost Recovery YTD- \$461,869.00	

Fire Department Significant Incidents

- Mutual Aid to Oxford for a residential structure fire.
- Multi vehicle fire in a parking lot. 4 vehicles fully involved.
- Residential structure fire in a condo. Extensive damage. Fire is under investigation with the prevention division.

*As of 12/28/2021 the Fire Department is **563** calls for service above 2020 total.

*The Department is **406** calls for service above our busiest year of 2019.

A full 2021 overview will be submitted for the Township Board meeting on January 17, 2022.



4393 Collins Road
Rochester, MI 48306
(248) 651-9260
Paintcreektrail.org

2021 Summary of Events and Accomplishments

The Commission approved Temporary Use Permits for the following events:

- Orion Veterans Memorial Day 5k – May 31, 2021 (Admin Approval)
- Run Michigan Cheap 5k, 10k, Half Marathon – June 27 and July 11, 2021 (Admin Approval)
- Leader Dogs Bark and Brew 5k – June 5, 2022
- Hometown Hustle – RCS Foundation – September 18, 2021 (Admin Approval)
- Brooksie Way Half Marathon – September 26, 2021 (Admin Approval)
- National Pancreas Foundation – November 13, 2021
- Griffin USA – Charity Fun Run – November 18, 2021

January

Meeting virtually, the Commission welcomed four new Commission members.

The Commission approved the Policy on Electric Personal Mobility Devices.

The Commission approved a review of License Agreements by the Trailways attorney.

Construction of Bridge 33.7 was completed in December 2020, a new trash can and recycling bin were installed at the site.

Trail Manager Ford and Amanda Harrison of Detroit Institute of Art selected three locations for the 2021 DIA Inside/Out art installation on the trail.

Michigan State University recognized the Moutrie Pollinator Garden as an approved site for MSU Master Gardeners.

February

Meeting virtually, the Commission approved an Eagle Scout project for the replacement of kiosks at the Tienken and Atwater trailheads.

The Commission discussed 2021 Goals.

The President of the Friends of the Paint Creek Trail, Louis Carrio, gave an update of the Moutrie Pollinator Garden and the Commission discussed a potential donor memorial bike rack at the site.

The Commission discussed the 2021 National Trails Day event options.

President of the Mill Valley Home Owners Association thanked the Commission for the new stairway at Bridge 33.7.

Artwork for DIA Inside/Out was selected for the sites on the Paint Creek Trail and was presented to the Commission. Trail Manager Ford attended the virtual orientation for the program, and the press release about the Trail's selection as a host for the 2021 installation was issued.

Trail Manager Ford and Commissioner Gamage attended the first meeting of the Rochester Master Plan Steering Committee. The meeting primarily focused on zoning and land use policy.

March

Meeting virtually, the Commission approved a Temporary Permit for Lutheran Northwest High School Boosters Fun Run and Walk. The applicant later canceled the event.

The Commission discussed a revised standard license agreement.

The Commission discussed the license agreement with Solaronics, Inc.

The Commission approved an online scavenger hunt using the GooseChase smartphone app for National Trails Day.

The Commission discussed Oakland County grant opportunities.

Four sites on the trail submitted by staff were accepted Oakland County/CISMA Invasive Species Management Treatment for treatment in 2021.

Trail staff submitted two applications for projects through US Representative Elissa Slotkin's office. Ten projects in her district were selected to submit to the Appropriations Committee. The projects submitted were the engineering of Bridge 31.7 in Rochester and for the development of the Southeast Rochester property.

April

Meeting virtually, the Commission approved the construction of angler access and installation of native plantings at the creek at Bridge 31.7 by Trout Unlimited.

The Commission received a presentation from Mr. Anthony Moggio for a proposed All Abilities Park in the City of Rochester adjacent to the trail.

The Commission approved correspondence from the Trail Manager to Solaronics, Inc. regarding the license agreement.

Louis Carrio, President of the Friends of the Paint Creek Trail, provided an update of the Moutrie Pollinator Garden progress.

May

Meeting virtually, the Commission approved a Temporary Permit for the 2021 Leader Dogs for the Blind Bark and Brew 5k.

The Commission approved entering an agreement with the trail attorney to formulate new license agreements based on the Licensing Ad Hoc Subcommittee's recommendations.

The Commission approved the Recognition Ad Hoc Subcommittee's recommendation for a Labor Day Bridge Walk Recognition Ceremony and a resolution to recognize former Commissioner Rock Blanchard's 24 years of service.

The Commission discussed trail surface grading after the spring thaw.

The Commission approved the 2020 financial audit performed by Mr. Ramie Phillips, CPA.

Mr. Louis Carrio, President of the Friends of the Paint Creek Trail, announced the Moutrie Pollinator Garden Ribbon Cutting will be held June 28, 2021.

A local Eagle Scout installed a replacement kiosk at the Tienken trailhead as an Eagle Scout project.

Trail manager Ford, Assistant Trail manager Gray and Bike Patroller Dan Butterworth attended CPR/First Aid training through the Oakland Township Fire Department.

A memorial bike rack and memorial Free Little Library were installed at the Moutrie Pollinator Garden.

June

The Commission discussed the Paint Creek Trail Signage Project with regards to wayfinding signage.

The Commission discussed the 2021 Labor Day Bridge Walk event and approved donations at the event be restricted for continued maintenance of the Moutrie Pollinator Garden.

The Commission approved the addition of an audio sign at the prairie remnant in the Oakland Township section of the trail.

The Commission approved a budget amendment for the cost of recognition gifts for the Recognition Ceremony.

National Trails Day, June 5th, was recognized with a scavenger hunt on the GooseChase app from May 30 to June 5th. Seventy-seven teams signed up to participate. Trail staff and members of the Friends of the Paint Creek Trail handed out bike bells, sold PCT hats and t-shirts, and greeted trail users. The scavenger hunt winner received a gift basket filled with items from local businesses.

The ribbon cutting ceremony for the Moutrie Pollinator Garden was held Monday, June 28th.

July

The Commission received an update on the Licensing Agreements.

The Commission approved the purchase of promotional items for the Labor Day Bridge Walk event.

The Commission discussed document scanning for the Paint Creek Trail records.

Five pieces of art from the Detroit Institute of Art Inside/Out program were installed on the trail the week of July 5th. The pieces are located at Adams Road, the Clarkston/Kern parking lot, along the new Clarkston Road connector path, at the connector path to Orion/Kern Roads, and at Newton Street. They were on display until November 2021.

August

The Commission approved Temporary Permits for the Lake Orion DDA Octoberfest Run and Turkey Trot events. The events were later withdrawn by the applicant.

The Commission received an update from Friends of the Paint Creek Trail President, Louis Carrio.

The Commission approved the purchase of a Bike Fixit Station for the Paint Creek Junction trailhead in the Oakland Township section of the trail.

The Commission approved the budget for the Bridge 33.7 Ribbon Cutting and Recognition Ceremony to be held on September 21, 2021.

The Commission received an update from Trail Manager Ford and discussed the Paint Creek Trail Signage Project, road crossing signage.

The Commission approved a contract for the split rail fence at Foley Pond in the Orion section of the trail and timber rails at Bridge 32.3.

The Commission approved the purchase of 7,500 trail brochures from a local printing company.

Trout Unlimited completed the angler access steps at Dinosaur Hill. Jean McBride, from the Friends group and a Master Gardener assisted Trout Unlimited in selection and layout of native plants for the site.

September

The Commission held the Ribbon Cutting for Bridge 33.7 and a Recognition Ceremony for six former Paint Creek Trailways Commissioners.

The Commission honored Rock Blanchard for his 24 years of service to the Paint Creek Trailways Commission with Resolution #2021-001.

The Commission approved June 4th, 2022 for the tentative Paint Creek Crawl 2022 on National Trails Day.

The Commission approved a Temporary Permit for the National Pancreas Foundation 5k Walk.

Trail Manager Ford provided an update on the Paint Creek Trail Signage Project for Road Crossing Signage and sign installation.

The Commission approved invoicing Licensees with an explanation letter addressing new license agreements.

Herbicide treatment of phragmites and knotweed by Oakland County Cooperative Invasive Species Management Areas (CISMA) was completed at two locations on the trail.

A new Bike Fix-It Station was installed adjacent to JoAnn Van Tassel bridge by Orion Township staff.

October

The Commission approved a Friends of the Paint Creek Trail event to be held on National Trails Day 2022 in partnership with the Paint Creek Trailways Commission.

The Commission discussed the draft 2022 budget presented by Trail Manager Ford.

The Commission discussed updating the trail Memorial Bench policy.

The Commission discussed upcoming grant opportunities and trail capital improvement projects.

November

The Commission approved an updated Memorial Bench Policy.

The Commission approved Resolution 2021-03 establishing meeting dates for the Commission for 2022.

The split rail fence replacement at Foley Pond and timber rail approaches at Bridge 32.3 were completed.

New wayfinding signage was installed on the trail.

The Commission approved a Temporary Permit for Giffin USA's 5K Fun Walk/Run.

The Commission discussed capital improvement projects and upcoming grant opportunities.

December

The Commission maintained a positive social media presence with 7,951 Facebook followers, (an increase of 619 since December 2020), 1,605 Instagram followers, (an increase of 410 since December 2020) and 822 Twitter followers, (an increase of 29 since December 2020).



4393 Collins Road
Rochester, MI 48306
(248) 651-9260
Paintcreektrail.org

MEMO

To: Joe Snyder, Chief Financial Officer, City of Rochester Hills
Ken Elwert, Director, Rochester Hills Parks & Forestry
Leanne Scott, Clerk, City of Rochester Hills
Roxanne Thatcher, Deputy Clerk, Charter Township of Oakland
Mindy Milos-Dale, Director, Oakland Township Parks & Rec
Penny Shults, Clerk, Charter Township of Orion
Jeff Stout, Operations Director, Charter Township of Orion
Chris Barnett, Supervisor, Charter Township of Orion
Blaine Wing, Manager, City of Rochester
Patrick Ryan, Public Works Director, City of Rochester

From: Melissa Ford, Trail Manager

Date: December 20, 2021

Subject: 2022 Budget Approval

Enclosed, please find a copy of the 2022 Paint Creek Trailways Commission operational budget as approved by the Trailways Commission on November 16, 2021. As a reminder, our fiscal year is January 1 - December 31.

- The Operational Budget is 2% higher than 2021.
- The Patrol Program is 8.3% higher than 2021.
- In-Kind Service Requests & Maintenance responsibilities: The Trailways Commission has included a "Reaffirmation of Understanding" regarding in-kind services and maintenance responsibilities for each community on page 2. We have capped the value of potential in-kind service requests, where appropriate, for each community's budgeting purposes.
- Trailways Commission Special Project Budgets: At this time, there are no special projects scheduled for 2022.

Based on all of the information in our budget, we are asking you to budget the following for 2022:

Community	Operations	Patrol	Potential In-Kind Service Requests
Rochester	\$18,360	\$1,250	\$1,500 Professional Services
Rochester Hills	\$18,360	\$2,679	\$1,500 Sign Services from DPW
Oakland Township	\$18,360	\$9,652	**
Orion Township	\$18,360	\$2,320	\$1,500 Professional Services

**Oakland Township currently provides heavily discounted office space, meeting space, and payroll services to the Trailways Commission.

Lastly, our City Councils and Boards of Trustees have welcomed new elected officials over the past few years. To help answer potential questions about our budget requests, the following table details our annual requests from 2006 – 2022. We hope you will agree that the Commission has been fiscally responsible with your taxpayer dollars while providing a top recreational facility for your residents, visitors, and businesses.

Operations Request History

2006 - \$16,500
2007 - \$17,061
2008 - \$17,232 (decrease from 2007)
2009 - \$17,232
2010 - \$16,887 (decrease from 2009)
2011 - \$16,549 (decrease from 2010)
2012 - \$16,549
2013 - \$16,549
2014 - \$16,549
2015 - \$17,045 (2.9% increase after 4 years)
2016 - \$17,386 (2% increase from 2015)
2017 - \$17,386
2018 - \$17,886 (a 2.9% increase from 2016)
2019 - \$18,000 (a .006% increase from 2018)
2020 - \$18,000
2021 - \$18,000
2022 - \$18,360

Patrol Request History

2006 – \$12,514
2007 – \$12,966
2008 – \$13,120
2009 – \$13,120
2010 – \$12,857 (2% decrease from 2009)
2011 – \$12,600 (1.9% decrease from 2010)
2012 – \$12,600
2013 – \$12,600
2014 – \$12,600
2015 – \$12,600
2016 - \$12,852 (2% increase after 4 years)
2017 - \$12,852
2018 - \$13,493 (a 4.9% increase from 2016)
2019 - \$13,493
2020 - \$14,392 (a 6.6% increase from 2019)
2021 - \$14,680 (a 2% increase from 2020)
2022 - \$15,901 (an 8.3% increase from 2021)

The Trailways Commission thanks each community, and all staff, for their continued support.

Paint Creek Trailways Commission Funding Request – 2022 Budget

The Paint Creek Trailways Commission is requesting that each member community contribute \$18,360 to the Trailways Commission to fund the operation of the Commission. This includes: Office operations (Telephone & online services, office furnishings, office materials and supplies, office & trail equipment), Staff Travel/Training/Development, Insurance & Professional services, Publicity & Printing costs, and Part-time Administrative Personnel. Details of the proposed budget and line-item costs can be found on pages three through seven of this funding request. The Commission is also requesting that each member community continue to assist with necessary in-kind service requests. A Re-affirmation of Understanding regarding maintenance and in-kind services is detailed on page two.

	2022 Budget	2021 Budget	2020 Budget
Contribution for Operations, not including Patrol Program	\$18,360*	\$18,000	\$18,000

an increase of 2% from 2021

PATROL PROGRAM

In addition to the request above, each community is requested to contribute the following amounts to fund the Patrol Program. These funds will provide for a part-time (20 hours a week) bike patrol person from June 1 through October 31. These funds will also provide for two Sheriff's Office Mounted Patrol Deputies and/or Bike Patrol Deputies, 2-3 days a week, from June 30 through October 31. Line-item details of the Patrol Budget are on page four.

Member Community	Request, based on percentage of Trail in each Community
City of Rochester (0.6 miles of Trail)	\$1,250*
City of Rochester Hills (1.4 miles of Trail)	\$2,679*
Charter Township of Oakland (5.3 miles of Trail)	\$9,652*
Charter Township of Orion (1.2 miles of Trail)	\$2,320*

an increase of 8.3% from 2021

Special Projects

At this time, there are no special projects scheduled for 2022.

Each community should also budget an additional amount for other types of maintenance and safety needs on the trail. Proper maintenance is one component of reducing municipal liability. Since all members are potentially liable in the event of a safety-related claim, it is important that each community be willing to fund safety and maintenance needs on the Trail, and if necessary, be prepared to respond to an emergency.

Paint Creek Trail 2022 Reaffirmation of Understanding Maintenance Responsibilities & In-Kind Services

This reaffirmation of understanding between Rochester, Rochester Hills, Oakland Township, Orion Township, and the Village of Lake Orion is for the purpose of clarification of the annual maintenance responsibilities and of In-Kind Services for the Paint Creek Trail. The In-Kind Service requests are intended for improvements and repairs of the Paint Creek Trail while making the most efficient use of the resources of the four voting member communities. Instead of asking communities to contribute additional funding for all requisite trail staffing or equipment, the communities are asked to contribute staff time or resources already in place.

Therefore, all communities agree to continue to do the following in their respective communities:

1. Mow and prune areas adjacent to the developed trail within a reasonable distance.
2. Maintain trail surface – repair hazardous holes, grade surface as necessary, ensure surface transition to bridges, concrete, and decking is flush to ADA standards.
3. Inspect, maintain, and repair bridges, bridge decking, and bridge railings.
4. Maintain trail parking lots.
5. Maintain any temporary or permanent restrooms ensuring they are clean, stocked, and emptied on a regular schedule.
6. Empty trash containers and recycle bins when full.
7. Install and/or replace signage as requested by the Paint Creek Trailways Commission.
8. Remove graffiti and repair areas that have been vandalized.
9. Perform safety and liability inspections of the trail, bridges, and stream within its jurisdiction, and to take preventative actions to reduce liability.
10. Provide public safety and law enforcement assistance as needed to deter vandalism and motorized use.
11. Remove downed trees and tree limbs in the Paint Creek Trail right-of-way.
12. Ensure that all bridges within the member community's jurisdiction are safe and suitable for emergency vehicles.

In addition, each member community agrees to continue the in-kind services that it has been providing for the last 30+ years, pursuant to the intergovernmental agreement:

City of Rochester	Meeting space at Rochester City Hall Staff assistance in professional services, when requested, not to exceed \$1,500 in 2022.
City of Rochester Hills	Sign making and replacement services, in an amount not to exceed \$1,500 in 2022. Staff assistance in professional services, when requested.
Oakland Township	Meeting space and payroll services for Trailways Commission staff. Staff assistance in professional services, when requested.
Orion Township	Engineering assistance when needed, in an amount not to exceed \$1,500 in 2022. Meeting space Staff assistance in professional services, when requested.

Cooperation:

In addition to other areas outlined in this agreement, the Paint Creek Trailways Commission and the communities of Rochester, Rochester Hills, Oakland Township, Orion Township, and the Village of Lake Orion shall cooperate on obtaining grants for improvements of the Paint Creek Trail.

2022 Approved Trailways Commission Operations Budget

REVENUE		2020	2021	2022	Difference	2023
		Final	Approved	Approved	from 2020	Projected
Member Unit Contribution for Commission and Office Operations and Staff						
	Rochester	\$72,000	\$72,000	\$73,440	\$0	\$74,908
	Rochester Hills					
	Oakland Township					
	Orion Township					
Member Unit Contribution for Patrol Program, based on community mileage						
	Rochester	\$14,392	\$14,680	\$15,901	\$1,221	\$16,571
	Rochester Hills					
	Oakland Township					
	Orion Township					
Interest						
Adopt-a-Trail		\$204	\$300	\$300	\$0	\$300
Trailways Saleable Items		n/a	\$0	\$0	\$0	\$0
Miscellaneous/Donations		\$0	\$0	\$0	\$0	\$0
Transfer from Legal Services		\$2,001	\$200	\$200	\$0	\$200
Trail Brochure Sponsorship		\$11,067	\$5,134	\$11,500	\$6,366	\$11,500
National Trails Day Sponsorship		\$0	\$3,000	\$0	-\$3,000	\$0
Labor Day Bridge Walk Donations		\$0	\$500	\$500	\$0	\$500
Labor Day Bridge Walk Sponsorship		\$0	\$0	\$0	\$0	\$0
Bench Donations		\$1,412	\$850	\$1,250	\$400	\$2,500
Temporary Permit Fees		\$140	\$70	\$70	\$0	\$70
Transfer from Fund Balance for Rent & Recognition		n/a	\$1,750	n/a	n/a	n/a
Program/Project Grants		\$46,250	\$0	\$0	\$0	\$0
MMRMA Asset Distribution		\$1,975	\$1,900	\$1,300	-\$600	\$1,300
	Total Revenue	\$149,441	\$101,384	\$105,461	\$4,077	\$108,849
EXPENSES						
Office						
Telephone and Computer Network Services		\$523	\$504	\$550	-\$46	\$600
Office Furnishings		\$0	\$100	\$400	-\$300	\$800
Office Materials & Supplies		\$517	\$700	\$975	-\$275	\$1,100
Office Operating Expenses		\$626	\$1,500	\$1,750	-\$250	\$1,900
Rent		\$5,000	\$6,250	\$6,250	\$0	\$6,750
Postage		\$149	\$500	\$500	\$0	\$550
Office & Trail Equipment		\$558	\$600	\$925	-\$325	\$1,300
Bench donations		\$1,412	\$850	\$1,250	-\$400	\$2,500
Restroom Maintenance		\$0	\$0	\$0	\$0	\$0
Subtotal		\$8,785	\$11,004	\$12,600	-\$1,596	\$15,500

2022 Approved Trailways Commission Operations Budget

Staff Travel/Training/Development		2020	2021	2022	Difference	2023
Travel/Mileage		\$71	\$300	\$350	-\$50	\$400
Education/Memberships		\$0	\$175	\$250	-\$75	\$300
Per Diems		\$5,390	\$4,900	\$5,500	-\$600	\$5,500
Subtotal		\$5,461	\$5,375	\$6,100	-\$725	\$6,200
Insurance/Professional Services (other than legal)						
Auditing Fee for FY 2019		\$3,600	\$3,700	\$3,800	-\$100	\$3,900
Insurance (MMRMA)		\$4,018	\$4,050	\$4,100	-\$50	\$4,200
Worker's Compensation Insurance		\$814	\$850	\$900	-\$50	\$950
Recorders Fee		\$3,055	\$3,055	\$3,120	-\$65	\$3,120
Subtotal		\$11,487	\$11,655	\$11,920	-\$265	\$12,170
Publicity/Raising awareness/Educational Projects						
Trailways Student Project		\$0	\$225	\$500	-\$275	\$550
Brochures		\$0	\$3,000	\$0	\$3,000	\$0
Trail Promotional Items		\$0	\$318	\$1,100	-\$782	\$1,200
Labor Day Bridge Walk		\$0	\$1,000	\$1,000	\$0	\$1,000
National Trails Day		\$0	\$600	\$500	\$100	\$500
Trail Etiquette Program		\$0	\$150	\$300	-\$150	\$325
Recognition Ceremony		\$40	\$500	\$25	\$25	\$200
Subtotal		\$40	\$5,793	\$3,425	\$2,368	\$3,775
Administrative Personnel						
Wages - Manager		\$34,113	\$33,629	\$34,470	-\$841	\$35,332
Bus - Trail Manager		\$1,000	\$0	\$0	\$0	n/a
Longevity Salary - Trail Manager		n/a	\$0	\$1,000	-\$1,000	\$1,000
FICA/MES		\$2,686	\$2,573	\$2,713	-\$140	\$2,779
Wages - Part-time Assistant Trail Manager		\$10,433	\$10,284	\$10,541	-\$57	\$10,805
Bonus - Asst. Trail Manager		\$797	\$0	\$0	\$0	\$0
Longevity Salary - Asst. Trail		n/a	\$0	\$800	-\$800	\$800
FICA/MESC - Asst. Trail Manager		\$859	\$787	\$868	-\$81	\$888
Subtotal		\$49,888	\$47,273	\$50,392	-\$3,119	\$51,604
Trail Projects						
Signage Project		\$32,950	\$3,355	\$0	\$3,355	\$0
Trail Improvement Project - South Rochester		\$0	\$0	\$0	\$0	\$0
Property Acquisition Projects		\$0	\$0	\$0	\$0	\$0
2020-2024 Master Plan Revision		\$199	\$0	\$0	\$0	\$0
Bridge 33.7/Resurfacing Ribbon Cutting		\$0	\$1000	\$0	\$1,000	\$0
Moutrie Pollinator Garden Ribbon Cutting Ceremony		\$0	\$400	\$0	\$400	\$0
Document Scanning		n/a	n/a	\$3,850	-\$3,850	\$0
40th Anniversary Celebration		n/a	n/a	n/a	n/a	\$1,750
Subtotal		\$33,149	\$4,755	\$3,850	\$905	\$1,750
Patrol Program						
Wages - PCTC Bike Patrol		\$2,887	\$4,949	\$5,073	-\$124	\$5,200
FICA/MESC-Bike Patrol		\$221	\$379	\$388	-\$9	\$398
Contracted Mounted Patrol Services		\$9,415	\$9,730	\$10,217	-\$487	\$10,728
Commission Contribution to Bike Patrol Services		\$0	\$0	\$0	\$0	\$0
Bike Patrol Equipment & Misc		\$223	\$200	\$223	-\$23	\$300

2022 Approved Trailways Commission Operations Budget

[illegible]

2022 Approved Trailways Commission Operations Budget

[illegible]

2022 Approved Trailways Commission Operations Budget

2021 Unrestricted Fund Balance						\$ 86,232.00		
2022 Unrestricted Additions						\$ -		
2022 Unrestricted Subtractions (Legal & Special Projects)						\$ 1,500.00		
					Balance	\$ 84,732.00		
2022 Total Restricted Funds for future expenditures								
Rochester Art Project - Maintenance fund						\$ 720		
Art Project Brochure (Greenbaum)						\$ 100		
Moutrie Pollinator Garden Maintenance						\$ 974		
					Subtotal	\$ 1,794		
2022 Unrestricted Fund Balance						\$ 84,732.00		
2022 Restricted Fund Balance						\$ 1,794.00		
2022 Total Fund Balance (as of 10/19/21)						\$ 86,526.00		



Charter Township of Orion

2323 Joslyn Rd., Lake Orion MI 48360
www.oriontownship.org

Phone: (248) 391-0304

Agenda Item Summary

To: Board of Trustees

From: Trustee Mike Flood, NO HAZ Rep.

Meeting Date: January 4, 2022

Memo Date: December 28, 2021

Subject: NO HAZ 2021 Year-End Report

☐ Pending ☐ Consent

REQUEST: Please place on the agenda under REPORTS

REASON: Public record transparency

PROCESS: Total of two (2) electronic files: (1) PDF Oakland County Year End 2021 Report. (1) Excel spreadsheet 2021 Orion collection Information and program cost

BUDGET - Financial Item? ☐ Yes ☒ No If yes, fill out information below:

Fund Name	Account No.	Description	Budget Amount	Cost	Remaining Budget

RECOMMENDATION (Motion)

Motion to receive and file report



Year-End REPORT



NoHaz.com
(248) 858-5656

NoHaz Program

The NoHaz Consortium is a group of Oakland County communities that came together in 2003 to provide residents with a safe, reliable and environmentally responsible way to dispose of household hazardous waste (HHW). These wastes are the substances in your home that can be harmful to humans and the environment if not disposed of properly. Each year, NoHaz schedules collection events to provide disposal opportunities for residents of the member communities.

The NoHaz website provides residents with additional information on the events, registration, alternative disposal options and a list of materials that are accepted at collection events: NoHaz.com

2021 Highlights



656,867 lbs
OF HHW COLLECTED



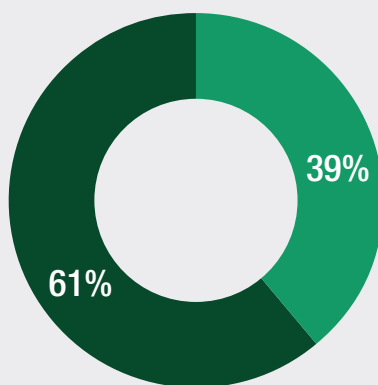
15 COMMUNITIES
PARTICIPATED





4,278 TOTAL
PARTICIPANTS

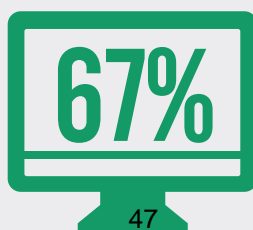
At the time of event registration, participants are asked the following questions:

- Is this your first time attending a NoHaz event?
- Will you be dropping off computer or electronic waste?



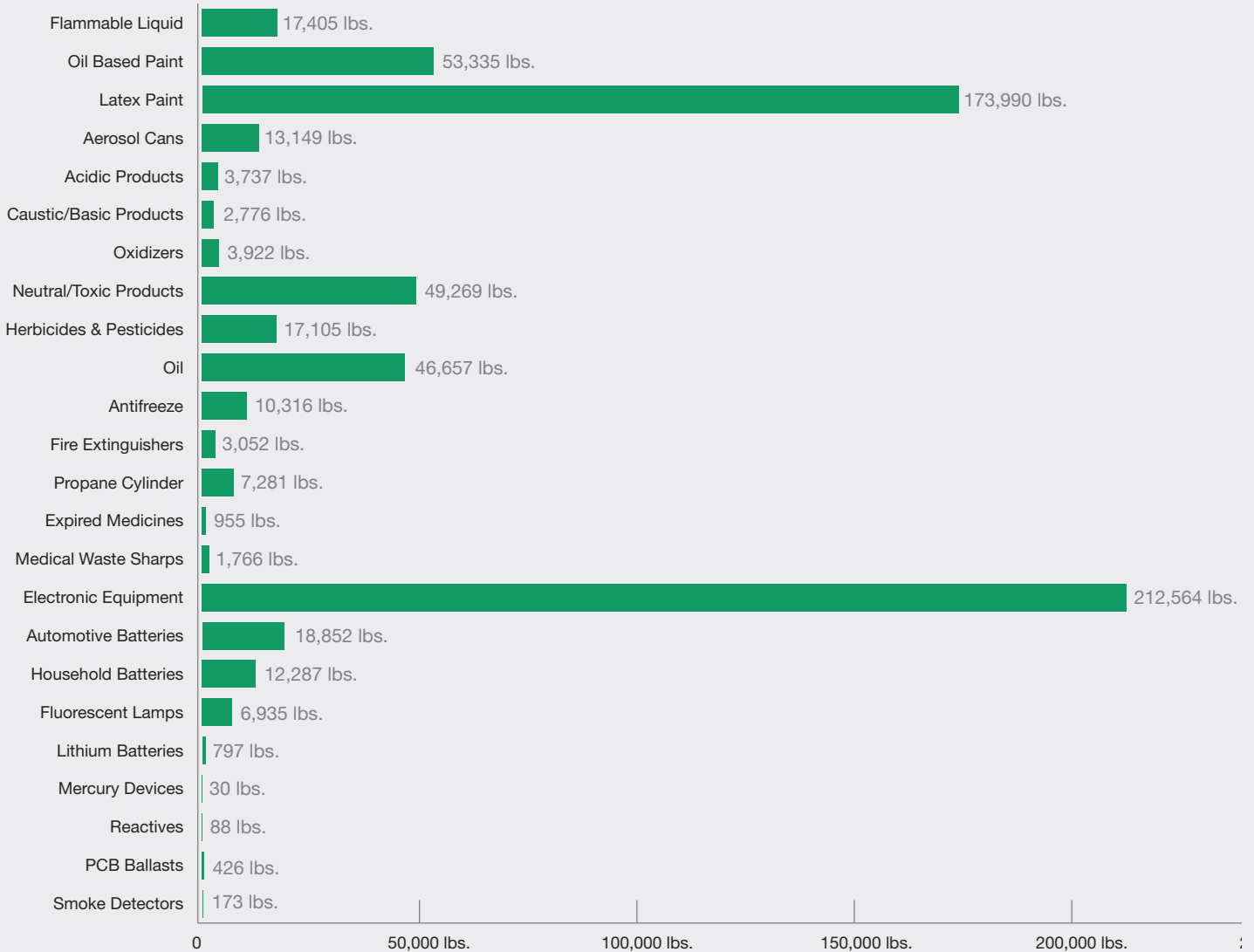
 FIRST-TIME PARTICIPANTS
 RETURNING PARTICIPANTS

In 2021, there were a total of **4,244** participants that responded to these registration questions.



67% OF PARTICIPANTS
BROUGHT COMPUTER AND/
OR ELECTRONIC WASTE

Total Hazardous Waste Collected by Type—2021



173,990 lbs
OF LATEX PAINT



212,564 lbs
OF ELECTRONICS

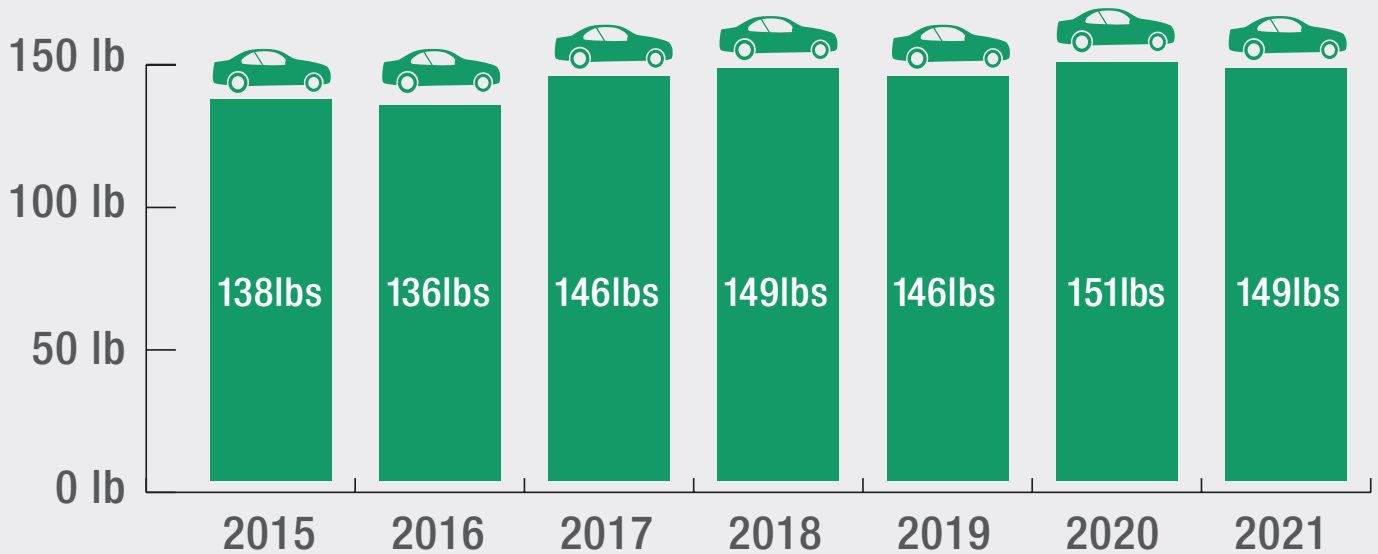


53,335 lbs
OF OIL BASED PAINT



46,657 lbs
OF OIL

Hazardous Waste Weights Per Car—2015-2021

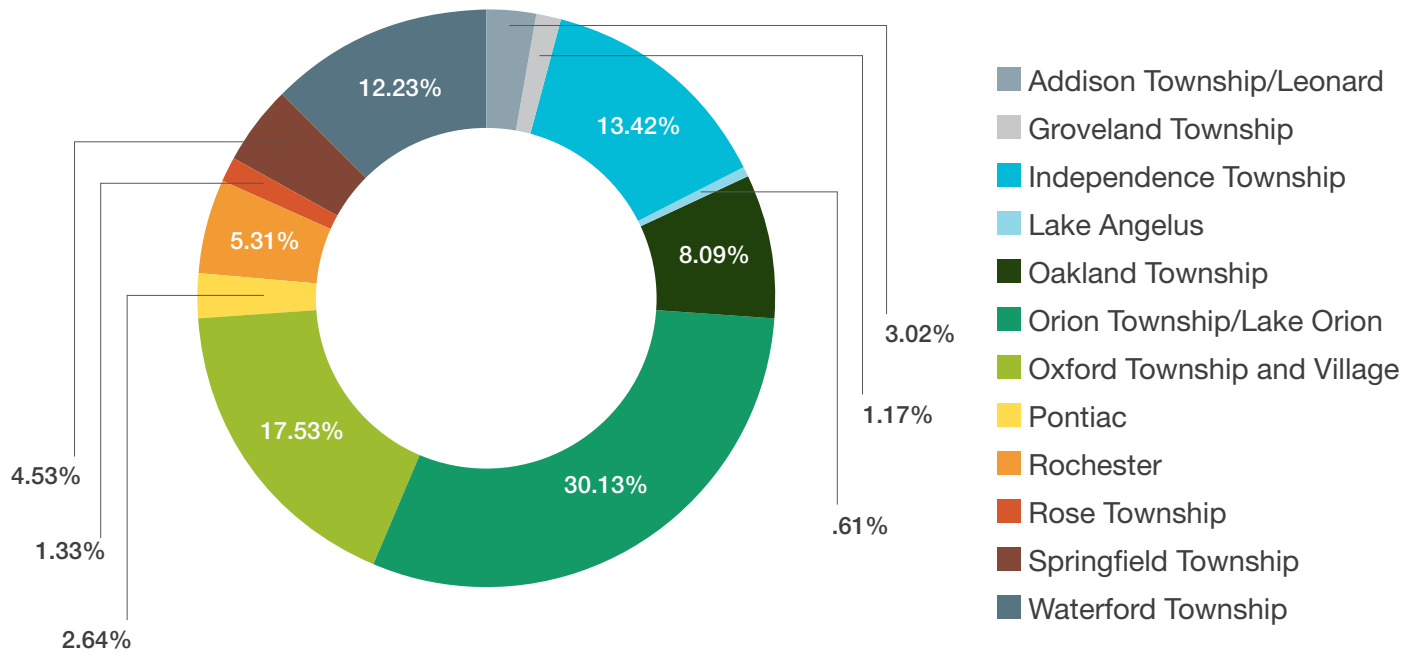


The average weight of household hazardous waste per vehicle for 2021 was **149 pounds**.

Hazardous Waste Collected To Date—2003-2021



Participant Percentages by Community—2021



COMMUNITY	% OF PARTICIPANTS WHO WERE FIRST TIME USERS OF NOHAZ	% OF PARTICIPANTS BRINGING COMPUTER OR ELECTRONIC WASTE
Addison	37%	74%
Groveland	43%	61%
Independence	44%	67%
Lake Angelus	15%	69%
Oakland	36%	72%
Orion	35%	66%
Oxford	38%	64%
Pontiac	47%	64%
Rochester	31%	69%
Rose	58%	60%
Springfield	44%	70%
Waterford	46%	65%

What Happens to the Household Hazardous Waste Collected at the NoHaz Events?

Depending on the material type, the following methods are used to treat and manage the waste collected:



RECYCLING

Some materials are recycled or reprocessed for use.



STABILIZATION

Some waste goes through a chemical reaction which renders it inert. It is no longer a leachable hazardous waste.



AUTOCLAVE

Steam disinfection which kills off any active cultures is used for sharps.



ENERGY RECOVERY

Some waste is blended and used as fuel in lieu of coal or oil in cement kilns.



DESTRUCTIVE INCINERATION

Some waste is thermally destroyed in a hazardous waste incinerator. No value is received from this destruction (unlike energy recovery).



LANDFILL

Some items, which are unable to be treated by another method, are sent to a hazardous waste landfill.

Average Price Per Vehicle

Cost per vehicle to safely dispose of the household hazardous waste collected is \$66.56

Additional Information

The NoHaz website provides residents with additional information on the events, registration, alternative disposal options and a list of materials that are accepted at collection events: NoHaz.com

In addition, Oakland County encourages residents to seek alternative disposal options for some items that are commonly brought to NoHaz events, such as:

- Prescription Medications
- Latex Paint
- Motor Oil and Automotive Batteries

2021
NoHaz information for Orion Township

Collections	Vehicles	TOTAL
		\$58.00
April 24, Oxford Middle School	375	\$21,750.00
June 26, Oakland County campus	181	\$10,498.00
July 24, Kensington Church, Orion	444	\$25,752.00
September 25, Oakland County campus	289	\$16,762.00
TOTAL	1289	\$74,762.00

Administrative fee	
Based on Population (\$18,301.50)	
Total Program Population	283,620
Your Population	35,394
% of Total Program Population	12.48%
Administration fee for Population	\$2,283.91
Based on Participants (\$18,301.50)	
Total Participants	4,278
Your Participants	1289
% of Participants	30.13%
Administration fee for Participants	\$5,514.41
TOTAL ADMINISTRATION FEE	\$7,798.32

SURVEY RESULTS

66% of Orion participants recycled computers/electronics.

35% of Orion participants stated they were using the NoHaz program for the first time.

Approximately 192,061 pounds of materials were collected from Orion residents in 2021.

COST OF 2021 PROGRAM

\$82,560.32



Charter Township of Orion

2525 Joslyn Rd., Lake Orion MI 48360
www.oriontownship.org

Phone: (248) 391-0304

Report Item Summary

To: Board of Trustees
From: Chris Barnett, Township Supervisor
Meeting Date: January 4, 2022
Memo Date: December 30, 2021
Subject: Municipal Complex Grand Opening Ceremony

REQUEST

Please see the attached invitation to the Municipal Complex Grand Opening Ceremony. We are excited and proud to be able to open the doors to the public and showcase our community's new Municipal Complex. All are encouraged to attend between 5:00 p.m. and 7:00 p.m., with the ribbon cutting at 6:00 p.m. Light refreshments will be provided, and the public will have full access to tour the facility.

RECOMMENDATION (MOTION)

Receive and file and encourage the public to join us in celebrating the grand opening of the Municipal Complex.



MARK YOUR CALENDAR!

Facility Tours | Ribbon Cutting
Food | Special Guests

MUNICIPAL COMPLEX OPEN HOUSE

Stop by the Open House for a tour of
the new facilities. A Ribbon Cutting
Ceremony will take place at 6 PM.

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TUESDAY, FEBRUARY 1
5:00 PM - 7:00 PM
2323 JOSLYN ROAD

