

**BLACKMAN CHARTER TOWNSHIP
BOARD MEETING AGENDA
Monday, April 15, 2024
6:00 PM**

CALL TO ORDER / PLEDGE OF ALLEGIANCE

BRIEF PUBLIC COMMENTS - (two-minute limit)

ADDITIONS / DELETIONS

MINUTES APPROVAL

1. Approval of the minutes for the Regular Board Meeting held on Monday, March 18, 2024.

CONSENT AGENDA

1. Approval of payroll for the dates 3/01/24 in the amount of \$189,299.19 and for 3/15/24 in the amount of \$169,693.72 and for 3/29/24 in the amount of \$174,803.12.
2. Receive Revenue and Expenditure Report for the month of March 2024.

SUPERVISOR'S UPDATE

1. County Range – Discussion
2. Potential Antenna in Right of Way - Discussion

TREASURER'S UPDATE

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CLERK'S UPDATE

1. Elections Update
2. Parking at Bond Cemetery
3. Fifield Cemetery Clean Up

PUBLIC SAFETY

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PLANNING COMMISSION

1. Meeting Minutes from Tuesday, March 19, 2024
2. Meeting Minutes from Tuesday, April 02, 2024
3. Approve Case #89.2024 – Site Plan Review; 199kw Ground Mounted Solar Array, at 2400 N. Elm, Zoned Light Industrial (L-1), requested by Stephen Patterson, with the condition that the fence in place must have fence slats for screening, 50' North & 100' South of the Solar Array being placed.
4. Approve Case #1573 – Conditional Use; New Cell Tower, at 3600 Wayland Drive, Parcel# 000-08-30-226-005-02, Zoned Highway Commercial (C-3), requested by Tony Phillips.
5. Special Events Permit Application – Review and Discussion.

ZONING BOARD OF APPEALS

1. Meeting Minutes from Tuesday, April 09, 2024

PARKS & RECREATION

1. Approve the Blackman Charter Township: Policy for Acceptance of Donations and Sponsorships

TECHNOLOGY COMMITTEE

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UTILITIES COMMITTEE

1. City Sewer Rate Proposal - Discussion

ORDINANCE REVIEW COMMITTEE

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NEW BUSINESS

1. Resolution #05-2024-0415; a resolution supporting ballot initiative to allow voters the option to restore local control for utility scale solar and wind developments.
2. Remove Charles Everidge from the Zoning Board of Appeals Committee and the Region 2 Planning Commission Representative for non-attendance.
3. Remove Chad Linabury from the Board of Review per his request.
4. Appoint Chris Crisenbery as the Hearings Officer for Dangerous and Dilapidated Buildings.
5. Reappoint Mark Harris to the Construction Board of Appeals for a 3-year term ending 03/31/2027.
6. Reappoint Stan Godlewski to the Construction Board of Appeals for a 3-year term ending 03/31/2026.

BILLS

- Approve payment of bills on the Board Invoice Post Audit Report dated 4/04/24 in the amount of \$139,046.35 and Board Invoice Report dated 4/16/24 in the amount of \$1,745,551.74.

EXTENDED PUBLIC COMMENT (Three-minute limit)

OPEN DISCUSSION

ADJOURNMENT

Regular Board Meeting
Blackman Charter Township
March 18, 2024

The Blackman Charter Township Board convened at 6:00 p.m. on Monday, March 18, 2024 at the Township Hall, 1990 West Parnall Road, Jackson, Michigan.

Members present: Supervisor Jancek, Clerk Elwell, Treasurer Preston, and Trustees: Ambs, Pack, Thomas, and Williams.

Members absent:

Public Attendance:

Ray Snell
Deborah Nagy

Arianna Lamere
Dan Decker

Steven Lamere

CALL TO ORDER / PLEDGE OF ALLEGIANCE

BRIEF PUBLIC COMMENTS - (two-minute limit)

1. **Ray Snell, 9th District County Commissioner**
 - a. Working on a system to integrate Jackson Central Dispatch with Huron Valley Ambulance.
 - b. Airport terminal improvements.
 - c. Jackson County Human Services building
 - i. Retaining wall has fallen, unable to rebuild per city ordinance and will be creating a green space – losing 10 parking spaces.
 - d. Land Bank – 3 million dollar grant
 - e. Guardrails in disrepair - Discussion

ADDITIONS / DELETIONS

1. No additions/deletions.
Motion by Clerk Elwell, supported by Trustee Pack to approve the Board of Trustee agenda for the Regular Board Meeting held on Monday, March 18, 2024.
Unanimously approved by voice vote

MINUTES APPROVAL

1. No changes/corrections.
Motion by Trustee Thomas, supported by Treasurer Preston to approve the Board of Trustee minutes for the Regular Board Meeting held on Monday, February 12, 2024.
Unanimously approved by voice vote

CONSENT AGENDA

1. Approval of payroll for the dates 02/02/24 in the amount of \$156,682.90 and for 02/16/24 in the amount of \$187,776.19.
2. Receive Revenue and Expenditure Report for the month of February 2024.
Motioned by Treasurer Preston, supported by Trustee Pack
Roll Call: Ayes - Elwell, Pack, Thomas, Williams, Ambs, Jancek, Preston
Nays - None Motion Approved

SUPERVISOR'S UPDATE

1. Attending several meetings
2. Board of Review

TREASURER’S UPDATE

- 1. Tax Collection
 - a. Going well
 - b. Thanks to Hal for his hard work.

CLERK’S UPDATE

- 1. Election update
 - a. February - Presidential Primary Report
 - b. 15,527 registered voters
 - c. 2,755 voters voted in the Presidential Primary
 - d. 2142 AV ballots sent out.
 - e. 1887 ballots returned.
 - f. 81 voters participated during the 9 days of Early Voting
 - g. 790 voters voted in person.
 - h. May – bond proposal for East Jackson Schools
- 2. LCC informational document – definitions
 - a. The Township Board has no vote.
 - b. The Township Board can only recommend or not recommend.
- 3. Signs on Township Properties
 - a. EV Contract with Jackson County states we must allow political signs on property.
 - i. Legal counsel advises there is no legal mandate for allowing political signs.
 - ii. Legal counsel advises to amend the sign ordinance.
- 4. MetroAct - AT&T renewal contract
 - a. A new application must come before the board for approval.
 - b. A renewal application can be signed by the Clerk.

PUBLIC SAFETY

**PURCHASE
KRAKEN EXO
HOSE**

Motion by Trustee Williams, supported by Trustee Thomas to authorize the Director of Public Safety to purchase (20) sections of 1.75”x50’ and (6) 2.5”x50’ sections of Kraken EXO Hose from Allied Fire Sales and Services, not to exceed \$7,240.00, from account #205-901-970-000.

*Roll Call: Ayes - Ambs, Thomas, Jancek, Elwell, Preston, Pack, Williams
Nays - None Motion Approved*

**NEW HIRE PSO
AS A PSO II,
LEVEL 1**

Motion by Trustee Williams, supported by Supervisor Jancek to authorize the Director of Public Safety to start a new hire PSO as a PSO II, level 1, one step above the starting wage scale.

*Roll Call: Ayes - Jancek, Preston, Pack, Thomas, Elwell, Ambs, Williams
Nays - None Motion Approved*

PLANNING COMMISSION

- 1. Case #90.2024 – Site Plan Review; New Cell Tower at 3600 Wayland Drive, Parcel 000-08-30-226-005-02, Zoned Highway Commercial (C-3), requested by Tony Phillips. Conditional Use approval is scheduled for review on April 2. – Discussion.

**REMOVE FROM
TABLE
CASE #1567:
ZONING CHANGE
LANSING AVE**

Motion by Trustee Thomas, supported by Trustee Williams to remove from the table Case #1567 – Zoning Change; from C-1 (Local Commercial) to RS-1 (Suburban Residential) at Lansing Ave., Parcel 000-08-10-476-001-08, requested by Steven Lamere. Previously requested by owner to table and removed from the agenda at the January 16, 2024, Township Board Meeting.
Roll Call: *Ayes - Jancek, Ambs, Williams, Pack, Elwell, Preston, Thomas*
Nays - None Motion Approved

**CASE #1567:
ZONING CHANGE
LANSING AVE**

Motion by Treasurer Preston, supported by Trustee Williams to approve Case #1567 – Zoning Change; from C-1 (Local Commercial) to RS-1 (Suburban Residential) at Lansing Ave., Parcel 000-08-10-476-001-08, requested by Steven Lamere. Request is consistent with surrounding parcel zoning classifications. Previously requested by owner to table and removed from the agenda at the January 16, 2024, Township Board Meeting.
Roll Call: *Ayes - Preston, Williams, Thomas, Ambs, Pack, Elwell, Jancek*
Nays - None Motion Approved

2. Special Events Permit – Discussion
 - a. Draft a Special Events Application.
 - b. Policy or Ordinance.
 - c. Legal counsel will advise.

ZONING BOARD OF APPEALS

1. Case#1565 - Variance Request at 1414 Joseph St. – Request denied. Carport is to be removed.
2. Case#1571 – Variance Request at 3303 W. Michigan Ave. – Request was approved for one additional sign instead of the two requested.

PARKS & RECREATION

3. Blackman Charter Township: Policy for Acceptance of Donations and Sponsorships.
 - a. Policy approval for next month’s meeting.
 - b. Requesting board review for additions/deletions
 - c. May want to hold until amended sign ordinance is in place.
4. Goals and Action Program: 2024 – 2028 Five Year Plan DRAFT – Discussion
 - a. Request for a study session to include the Township Board, Parks Committee, Public Safety, Byron Schroeder, and Jack Ripstra to discuss the entire Parnall complex for layout presentation/discussion. Special Meeting to be scheduled preceding the next Board meeting on April 15, 2024.

TECHNOLOGY COMMITTEE

**PURCHASE (3)
DESKTOP
COMPUTERS AND
(1) LAPTOP
COMPUTER**

Motion by Trustee Williams, supported by Trustee Ambs to approve the purchase of (3) new desktop computers and (1) new laptop computer from VC3, to replace computers in the rotational schedule, in the amount of \$6,509.00.
Roll Call: *Ayes - Pack, Elwell, Preston, Williams, Thomas, Jancek, Ambs*
Nays - None Motion Approved

**PURCHASE
CANON IMAGE
RUNNER DX 5840
COLOR COPIER**

Motion by Clerk Elwell, supported by Treasurer Preston to approve the purchase of a Canon Image RUNNER DX 5840 Color Copier for the Township Office Front Lobby from J. McEldowney, INC. in the amount of \$10,695.00.
Roll Call: *Ayes - Elwell, Pack, Thomas, Williams, Ambs, Jancek, Preston*
Nays - None Motion Approved

UTILITIES COMMITTEE

1. Did not meet.
2. Sewer meeting with townships and legal counsel.
 - a. Draft a proposal to present to the City of Jackson.

ORDINANCE REVIEW COMMITTEE

1. Scheduled to meet on April 16, 2024
2. Disorderly person – grass clippings
3. Cemetery
4. Fireworks
 - a. Event request - Discussion

NEW BUSINESS

**RESOLUTION
#04-2024-0318
SDM LICENSE
LCC -**

Motion by Supervisor Jancek, supported by Clerk Elwell to approve Resolution #04-2024-0318; a resolution to give Local Government Authorization for a Conditional License, Transfer Ownership 2023 SDM license with Sunday Sales Permit AM & PM – Mixed Spirit Drink from Runway Party Store LLC to MW Woodworth Investments, LLC.

*Roll Call: Ayes - Ambs, Thomas, Jancek, Elwell, Preston, Pack, Williams
Nays - None Motion Approved*

**REAPPOINT
DIANE
DONALDSON**

Motion by Trustee Thomas, supported by Treasurer Preston to reappoint Diane Donaldson to the Region 2 Planning Commission as the Blackman Charter Township Representative.

*Roll Call: Ayes - Jancek, Preston, Pack, Thomas, Elwell, Ambs, Williams
Nays - None Motion Approved*

**APPOINT CLERK
ELWELL AS
ALTERNATE –
JACTS**

Motion by Supervisor Jancek, supported by Trustee Williams to appoint Clerk Elwell as the alternate for Jack Ripstra to the JACTS Technical Advisory Committee.

*Roll Call: Ayes - Williams, Preston, Thomas, Jancek, Ambs, Elwell, Pack
Nays - None Motion Approved*

**LAWN MOWING
BIDS**

Motion by Supervisor Jancek, supported by Treasurer Preston to award the lawn mowing contract to Jake’s Property Management, LLC., not to exceed \$30,290.00 for the 2024 season.

*Roll Call: Ayes - Jancek, Ambs, Williams, Pack, Elwell, Preston, Thomas
Nays - None Motion Approved*

**SET FEE FOR
FIREWORKS
APPLICATION**

Motion by Clerk Elwell, supported by Treasurer Preston to set the fee for fireworks application at \$100.00, and authorize the Administrative Committee and Public Safety to review and approve the application for a one-time event scheduled for May 11, 2024.

*Roll Call: Ayes - Thomas, Ambs, Elwell, Jancek, Pack, Williams, Preston
Nays - None Motion Approved*

**ADDITIONAL
WORK AT 2000
W. PARNALL**

Motion by Supervisor Jancek, supported by Clerk Elwell to approve the quote from Mead Bros. Excavating, Inc. to extend the parking lot in front of the pole barn access. The pad will be 20 x 60, bring in Class II fill and milling for top course, installing 120 lf of 12" pipe with end section, restoration around the edge of slopes; not to exceed \$13,990.00.

*Roll Call: Ayes - Preston, Williams, Thomas, Ambs, Pack, Elwell, Jancek
Nays - None Motion Approved*

BILLS

Motion by Treasurer Preston, supported by Trustee Williams to approve payment of bills on the Board Invoice Post Audit Report dated 3/05/24 in the amount of \$173,126.62 and Board Invoice Report dated 3/19/24 in the amount of \$875,940.82.

*Roll Call: Ayes - Pack, Elwell, Preston, Williams, Thomas, Jancek, Ambs
Nays - None Motion Approved*

EXTENDED PUBLIC COMMENT (Three-minute limit)

1. **Ray Snell, 9th District County Commissioner**
 - a. 3+ million dollars in carry over from last year's projects. Moved to this year.
 - b. Airport – FAA approved Drone Testing site.
 - i. Air Taxi
 - c. Has filed for re-election.

OPEN DISCUSSION

1. ARPA Funds - \$750,000.00 left.
 - i. Must be obligated by the end of this year.
2. Jake is repairing the fencing at Rod Mills Park.
3. Camera project
4. Public Act 233
 - a. Renewable Energies – Petition Drive
 - i. Statewide 700,000 acres needed
 - ii. 4,500 acres of State Prison Land in Blackman Township
 - iii. Law takes effect November 2024
 - iv. Goal - placement on the November ballot.

The Supervisor declared the meeting adjourned at 8:04pm.

David Elwell, Township Clerk

MINUTES
BLACKMAN CHARTER TOWNSHIP
PLANNING COMMISSION
1990 W. PARNALL RD.
TUESDAY March 19TH, 2024
6:06PM

Members Present: Decker, Frohm, Preston, Grabert
Members Absent: Schroeder

Sign-in list of names present: In file.

APPROVAL OF THE March 5th, 2024 MINUTES

Motion by: **Grabert** supported by: **Preston** to approve Minutes for the Planning Commission Meeting held 03/25/2024, **Roll Call: Ayes 4, Nays 0. Motion Carried.**

CASE#89,2024

SITE PLAN REVIEW

199kw Ground Mounted Solar Array, 2400 N. Elm Ave, Jackson Mi, Blackman Twp

Zoned L-1 Light Industrial

Requested by: Stephen Patterson

Motion by: **Preston** supported by **Frohm** to untable **Case#89,2024**

Applicant advised they are proposing the installation of Solar Panels ground mounted in front of Jackson County Dept of Transportation.

Motion by **Grabert &** seconded by **Preston** to **approve the installation of the Solar Panels with the condition that the Fence in place must have Fence slats for screening, 50' North & 100' South of the Solar Array being placed. Roll Calls: Ayes 4, Nays 0. Motions carried.**

PUBLIC COMMENT: None.

TRUSTEE REPORT: **Board Member Preston,** Discussion took place about upcoming **Special Events 1 Large, 1 Small & 1 Commercial Fireworks.** Members discussed that unless a permanent structure is being placed that they should not be coming in front of the planning commission.

ZBA REPORT: None.

ADJOURNMENT: Meeting adjourned at 7:26pm

Minutes prepared by: Bruce Grabert, Vice Chair Blackman Charter Township

MINUTES
BLACKMAN CHARTER TOWNSHIP
PLANNING COMMISSION
1990 W. PARNALL RD.
TUESDAY APRIL 2, 2024
6:00PM

The Blackman Charter Township Planning Commission Convened at 6:00pm on Tuesday, April 2, 2021 at the Blackman Township Office.

Members Present: Decker, Preston, Grabert, Frohm
Members Absent: Schroeder

Sign-in list of names present: In file

MINUTES APPROVAL: March 19, 2024

Motion by: **Preston** supported by: **Frohm** to approve Minutes for the Planning Commission meetings held 03/19/2024.

Roll Call: Ayes 4, Nays 0. Motion Carried.

CASE# 1573

CONDITIONAL USE

New Cell Tower.

Located: 3600 Wayland Dr. Jackson MI, 49202

Parcel# 000-08-30-226-005-02

Zoned: C-3 Highway Commercial, Requested by: Tony Phillips

Motion by: Grabert, supported by, **Frohm** to approve Conditional Use permit **Case# 1573** As written with for a 140' Cell tower

Roll Call: Ayes 4, Nays 0. Motion Carried.

ZONING ORDINANCE DISCUSSION: None

PUBLIC COMMENT: None

TRUSTEE REPORT TO PLANNING COMMISSION: Next week at 5pm to 6pm before the regular Board Meeting, they will have different maps for the proposed sports park behind the Township Hall. This will be for all public to review and give their input on the park activities. Meeting next week with Eric White to discuss Special Events and Blight Ordinance enforcement.

ZBA MEMBER REPORT TO PLANNING COMMISSION: None

MOTION TO ADJOURN: 6:14 PM

Minutes prepared by: Bruce Grabert, Assistant Chair

Blackman Charter Township

1990 W. Parnall Rd.
 Jackson, MI 49201
 Phone: 517-788-4345 Fax: 517-788-4689
 Website: www.blackmantwp.com
 Email: buildingzoning@blackmantwp.com

Special Events Permit Application

Fee _____

:: FOR OFFICIAL USE ONLY ::

\$100 application fee (must be paid by cash or check when application is submitted). *Fee is non-refundable. Application will not be processed until payment is received.*

Completed **Application Form** Date: _____

Obtained all **Township approvals** Date: _____

Copy of **Applicant's Driver's License** (or other identification)

Copies of **Certificate(s) of Liability Insurance** (if applicable)

Copy of **Misc. Use of ROW Permit** for road closure(s) (if applicable)

Copy of **Liquor License** (if applicable)

Copy of **Temporary Food Establishment Permit** (if applicable)

Copy of Map/Diagram of **Proposed Site Plan / Set-up / Parking**

Obtained **Security / Traffic Control / EMS / Fire Safety** services, as required. (Circle all that apply.)

Applicant Information

(Please Print)

Applicant Name _____

Street Address _____

City _____ State _____ Zip Code _____

Home Telephone No. _____ Cell Phone _____

Work Telephone No. _____ Email _____

Organization / Business Sponsoring Event

(Please Print)

Name of Organization / Business _____ Contact Person _____

Street Address _____ City _____ State _____ Zip Code _____

Email _____ Office No. _____ Fax No. _____ Cell Phone _____

Contact Person(s) on Day(s) of Event

<p>(Please Print)</p> <p>_____</p> <p>Contact Person No. 1 (Primary Contact)</p> <p>Telephone No. _____ Cell Phone _____</p> <p>Email _____</p>	<p>(Please Print)</p> <p>_____</p> <p>Contact Person No. 2 (Secondary Contact)</p> <p>Telephone No. _____ Cell Phone _____</p> <p>Email _____</p>
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Event Details

(Please Print)

Name of Event _____ Start Date / / End Date / / Estimated Attendance _____
 (Include volunteers & participants)

Hours of Event (List hours of each day separately, if multi-day event) _____ Estimated Time for Set-Up _____ Estimated Time for Clean-Up _____

Location of Event _____ Purpose of Event _____ Property Zoning Classification _____

Brief Description of Event

Type of Event: _____

Map attached:

Yes (Include locations for parking, food/beverage, booths, tents, rest areas, stages, first aid, etc.)

No

:: FOR OFFICIAL USE ::	Time Stamp
Received By: _____	
(Initials)	

LOGISTICS SECTION

UTILITY NEEDS: (List items needed) _____

Will additional electrical supply be required? _____

SANITATION / RESTROOM FACILITIES: _____

BOOTHS / TENTS / AWNINGS: _____

PICNIC TABLES / REFUSE BARRELS: _____

BARRICADES / TRAFFIC CONES / SIGNS: _____

Are signs township approved? _____

Township Approval Date: _____

CLEAN-UP PROCEDURES: _____

HOSPITALITY SECTION

FOOD & BEVERAGES:

Will food and/or beverages be served? Yes No

Provide a copy of completed JCHD Application.
(See information below)

ALCOHOLIC BEVERAGES:

Will alcoholic beverages be served? Yes No

Provide a copy of completed MLCC Application.
(See information below)

:: FOR OFFICIAL USE ONLY ::

Date Stamp of JCHD Application: _____

Copy of Temporary Food Permit Application: _____
(A copy of the Temporary Food Application to be submitted upon approval of the Jackson County Health Department)

.....

If food is being prepared for this event, a **Temporary Food Establishment Permit** must be obtained from the Jackson County Health Department (JCHD).

:: FOR OFFICIAL USE ONLY ::

Date Approved by MLCC: _____

Special Liquor License No: _____
(A copy of the Special Liquor License to be submitted upon approval of MLCC, State Application Form LCC-3511 or Form LCC-146)

.....

If alcoholic beverages are being served at this event, a **Special Liquor License** must be obtained from the **Michigan Liquor Control Commission (MLCC)**, through the Department of Licensing and Regulatory Affairs (LARA).

Website: www.michigan.gov/lara
MLCC Licensing Division: (866) 813-0011
Email: mlccinfo2@michigan.gov

Describe Proposed Event Plans (Briefly explain how the following items will be addressed at this event.)

Please provide details of proposed plans for the following items pertaining to your special event.
 If more room is needed for explanation, please attached additional sheets, as necessary.

NOTE: Any increase in township staffing (i.e., security, fire, utilities, etc.,) requested and/or required for this event will be billed to the organization listed on this form. The Applicant shall be responsible for securing any permits or approvals required in connection with this event, such as parking permits, utility permits, temporary liquor license, road closure permits, etc.

PUBLIC SAFETY SECTION

NOTE: All proposed public safety plans are subject to review and modification by the Blackman Charter Township Department of Public Safety.

SECURITY: Will security be on-site for event? Yes
 No
 If so, for how long? _____
 Will security be armed? Yes
 No
 Will security be uniformed or non-uniformed? _____

 If private security, provide contact information: _____

PARKING: How many staff will handle parking? _____
 How many parking spaces will be available? _____
 Where are parking locations? _____

 If on adjacent properties, is approval obtained? _____
 List all property owners who have authorized parking: _____

 Are Parking Permits Required? _____ If yes, are copies attached? _____ No. of Permits _____

TRAFFIC CONTROL & TRAFFIC FLOW:
 Will pedestrian and vehicular traffic be impacted? Yes
 No
 How will the event impact pedestrian and vehicular traffic flow in and around the area? _____

 Who will direct traffic? _____

CROWD CONTROL / FIRE SAFETY:
 How will crowd control be maintained? _____

 If indoor event, will occupancy limit be exceeded? Yes
 No
 Will FD be required to remain on-site? Yes
 No
 If yes, indicate timeframe FD is needed: _____

 Will a medical standby be required? Yes
 No
 Will fire lanes and hydrants be accessible? Yes
 No
 Will there be open flames or pyrotechnics? If yes, list items below:

 Will this event have a large amount of combustible material? If yes, what type and amount? _____

ROAD CLOSINGS: List road(s) to be closed: _____

:: FOR OFFICIAL USE ONLY ::
 Date JCDOT approved : _____
 Permit No./Resolution No: _____ / _____
 (Copy of Road Closure Permit to be submitted upon approval of JCDOT)

 If a public road(s) must be closed for this event, a "Miscellaneous Use of Right-of-Way Permit" must be obtained from the Jackson County Department of Transportation

Impact on Adjacent Properties

Briefly explain how the event may impact other properties, businesses, and/or residents: _____

Will music be provided? Yes No

Location of Live Band/Disc Jockey/Loudspeakers/Equipment

If yes, what type of music?

Live Amplified Recorded Loudspeakers

Other (Explain) _____

Insurance Requirements

Unless waived by the Township Supervisor, the following liability insurance is required for approval of this Special Permits Application.

Please provide one (1) copy(ies) of each certificate of insurance with this application. Certificates must name Blackman Charter Township as "additional insured."

NOTE: Insurance companies, named insureds and policy forms may be subject to the approval of Blackman Charter Township, if requested by the Township Supervisor. Such approval shall not be unreasonably withheld. Insurance policies shall not contain endorsements or policy conditions which reduce coverage provided to Blackman Charter Township. The Applicant shall be responsible to Blackman Charter Township or insurance companies insuring Blackman Charter Township for all costs resulting from both financially unsound insurance companies selected by the Applicant, and their inadequate insurance coverage. The Applicant shall furnish the Township with satisfactory certificate(s) of insurance or a certified copy of the policy, if requested by the Township Supervisor.

At a special event for which a Professional Services Contract for police/fire/medical service is required, the minimum insurance requirements are as follows:

- Workers' Compensation Insurance with Michigan statutory limits and Employer's Liability Insurance with a minimum limit of \$1,000,000 each accident for any employee.
- Commercial General Liability Insurance with a combined single limit of \$1,000,000 each occurrence for bodily injury and property damage. The policy shall include contractual liability and personal injury coverage. Blackman Charter Township shall be added as "additional insured" on General Liability Policy with respect to the services provided under the Professional Services Contract.
- Automobile Liability Insurance covering all owned, hired and non-owned vehicles with Personal Protection Insurance and Property Protection Insurance to comply with the provisions of the Michigan No-Fault Insurance Law, including residual liability insurance with a minimum combined single limit of \$1,000,000 each accident for bodily injury and property damage.
- Professional Liability Insurance coverage with a minimum of \$1,000,000 each occurrence. **Blackman Charter Township must be named as "Additional Insured."**
- Staff Fidelity Bonding

At a special event that does not require the services of police/fire/medical personnel, the minimum insurance requirements are as follows:

- Commercial General Liability Insurance with a combined single limit of \$1,000,000 each occurrence for bodily injury and property damage. The policy shall include contractual liability and personal injury coverage. Blackman Charter Township shall be added as "additional insured" on General Liability Policy with respect to the services provided under the Professional Services Contract.

Does this event require Police / Fire / Medical Services?

If yes, what type of services will be required?

I agree to enter into a **Professional Services Contract** with the Blackman Charter Township Department of Public Safety for the above-selected services.

Applicant's Signature

Date

Insurance Requirements Waived Yes No

Township Supervisor

Date

Applicant's Permit Compliance Agreement

Applicant Responsibilities

Applicant hereby agrees to be liable to Blackman Charter Township for any and all damage that may occur to township property(ies), or injury(ies) to township employees, officers, or agents caused by this event, or by any person attending or seeking to attend the event, whether or not such damage is the result of negligence, intentional acts, or accident.

Applicant acknowledges that s/he is responsible for contacting the Michigan Liquor Control Commission (MLCC), the Jackson County Department of Transportation, the Jackson County Health Department, and any other agency(ies), to secure any and all permits required from the State of Michigan, Jackson County, and/or Blackman Charter Township for this special event.

Applicant acknowledges that the filing of this Application authorizes Blackman Charter Township employees and/or officials to enter the property to determine the accuracy of the submitted information and conditions, before, during and after event activities.

Applicant agrees to be solely responsible for any and all activities associated with this event; and understands that s/he will be billed for any and all costs incurred by Blackman Charter Township for services rendered in connection with this event.

If Applicant is not an individual, the person(s) signing below affirms that s/he is authorized to bind Applicant to the terms of this Application/Agreement and is authorized to execute this document on behalf of Applicant.

Approval / Denial of Special Events Permit

This Special Events Permit may be revoked for good cause, including, but not limited to acts of vandalism, violence, or rowdiness, violations of law or local ordinances, or threats to the health, safety, and welfare of Blackman Charter Township residents or visitors. The Special Events Permit may be revoked by the Township Supervisor and/or his/her designee, including the senior on-duty members of the Department of Public Safety.

This Special Events Permit may be denied to any person, organization, or group that has, at any time prior to the proposed special event, held, sponsored or hosted a special event that resulted in acts of vandalism, violence, or rowdiness, was held in violation of law or local ordinances, or posed a threat to the health, safety, and welfare of Blackman Charter Township residents or visitors.

Issuance of this Special Events Permit does not allow Applicant to violate any state law or local ordinances.

 Authorized Signature Title / Position Date

:: FOR OFFICE USE ONLY ::

TOWNSHIP APPROVALS (those required for this event)

_____ Director of Department of Public Safety	_____ Date
_____ Zoning/Building official	_____ Date
_____ Township Supervisor	_____ Date
_____ Director of Parks & Recreation	_____ Date
_____ Clerk's Office	_____ Date
_____ 	_____ Date
_____ 	_____ Date
_____ 	_____ Date

Non-Refundable Application Fee:

Date Paid _____ Check No. _____ Cash _____

Permit Issued **Yes** **No**

Township Initials Date

Anticipated Cost to Township: \$ _____

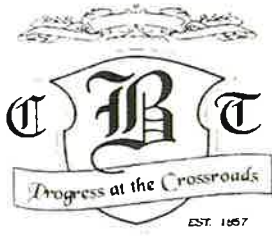
Pre-Payment by Applicant:

Amount Paid Date

NOTES:

APPROVED **DENIED** Reason for Denial: _____

Township Supervisor Date



BLACKMAN CHARTER TOWNSHIP

1990 W. Parnall Road • Jackson, Michigan 49201-8612 • Phone (517) 788-4345 • Fax (517) 788-4689

MINUTES
BLACKMAN CHARTER TOWNSHIP
Zoning Board of Appeals
1990 W. PARNALL RD.
TUESDAY April 09, 2024
6:00PM

The Blackman Charter Township Zoning Board of Appeals Convened at 6:00pm on Tuesday, April 09, 2024 at the Blackman Township Office.

Members Present: Pack, Schroeder, White, Zinn, Meredith
Members Absent:

Sign-in list of names present: In file

AGENDA MOTION: None

MINUTES APPROVAL: March 13, 2024

Motion by: **Zinn** supported by: **Meredith** to approve Minutes for the Zoning Board of Appeals meeting held 03/13/2024

Roll Call: Ayes 5, - Motion Carried

CASE# 1572: VARIANCE REAR YARD SETBACK OF 5'

Address: 1414 Joseph St., Jackson, Michigan 49201

Parcel: #000-08-27-229-021-00

Requested by: Amy Gilpin

Presentation: Joe Lawson & Amy Gilpin

Comments: Existing regulator station is being replaced and variance is requested since previous station did not have requirement at time of install.

Public Comment: None

Motion by: **Meredith**, Supported by: **Zine** to approve variance case# 1572 as written

Roll Call: Ayes 5, Nays 0. Motion Carried.

OLD BUSINESS: None

OTHER MATTERS REVIEWED: None

TRUSTEE REPORT: None

PC REPORT: None

PUBLIC COMMENT: None

ADJOURNMENT: Motion by: Schroeder, supported by: Zinn, adjourned at 6:30 pm

Minutes prepared by: Byron Schroeder, Secretary

Blackman Charter Township

Policy for Acceptance of Donations and Sponsorships

1 . PURPOSE: The purpose of this policy is:

1.1 To establish guidelines and procedures for the acceptance of donations to Blackman Charter Township and to establish guidelines and procedures for accepting sponsorships from private individuals and/or private/non-profit organizations/agencies for Township programs, services, or events. It is the intent of the Blackman Charter Township Board of Trustees to accept donations of cash, cash equivalents, and real and personal property, provided the donations are consistent with Township policies, do not endanger public health, safety, and welfare, and can be managed with existing or available Township resources. It is, further, the intent of the Blackman Charter Township Board of Trustees to authorize sponsorships that allow one or more Township Departments to expand or enhance events, programs, and services.

1.2 This Policy governs any donation of cash, cash equivalents, real property or personal property to the Township or to a Township department and sponsorships of one or more Township Department events, programs, and services.

2. AUTHORITY: The Blackman Charter Township Board of Trustees.

3. APPLICATION: This policy applies to all Township elected officials, appointed officials, department heads, employees, contractors, and the general public.

4. RESPONSIBILITY: The Township Supervisor and/or applicable department heads shall be responsible for implementation of and adherence to this policy.

5. POLICY:

5.1. DONATIONS. The Township will accept cash, cash equivalents (stocks, bonds, etc.), real property and personal property if the donation will benefit the Township by allowing the Township to better meet its mandate of providing public services to Blackman Charter Township residents and businesses. Any agreements between the donating party and the Township regarding such matters as maintenance/replacement or

limitations on use must be in writing and reviewed and approved by the Township Attorney.

5.1. 1. A donation valued at \$5,000 or less can be reviewed and accepted or declined by the appropriate Department Head with approval of the Supervisor.

5.1.2. A donation valued at more than \$10,000 must be reviewed by the Township Attorney and submitted to the Township Board of Trustees for review and final determination on acceptance/rejection.

5.1.3. Personal property (art, jewelry or similar property) must have resale value or be of a nature that it can be used by a Township department for a public purpose. All personal property accepted for Township use must be in working condition or be able to be repaired/restored at a reasonable cost.

5.1.4. In all instances, acceptance of a donation shall not obligate the Township to maintain, return, or replace the item.

5.1.5. Tax receipts documenting the donation will be issued based on the fair market value of the donation, reflecting any adjustments due to limitations on use.

5.2. SPONSORSHIPS. All sponsorships, whether in the form of gifts, grants or other support must further the receiving Township Department's mission, goals, values and priorities. The sponsorship agreement must enhance the Township's community programs, services, events, or facilities, and be appropriate for the target audience. The sponsor cannot make the sponsorship conditional on the Township's performance. The conditions of the sponsorship must be consistent with the standards, aesthetic values, and visual integrity of Township property and expectations of users.

5.2.1. The evaluation of the potential sponsor shall include, but not be limited to, the sponsor's rationale for its interest in partnering with the Township, expectations, and ability, timeliness, and readiness to enter into an agreement.

5.2.2. The Township will not solicit or accept sponsorship from any entity whose reputation could be detrimental to the Township's public image and commitment to inclusivity. Ineligible sponsorships include, but are not limited to, any potential sponsor whose primary products or

services are substantially derived from the sale of alcohol, drugs, tobacco, gambling, political endorsement or sexually explicit or inappropriate materials.

5.2.3. Sponsorship agreements must not give unfair advantage to, or cause illegal discrimination against, any sector of the community. Sponsorships may not invoke future consideration, influence, or appear to influence the day-to-day operations of the Township. Sponsorship must not create a conflict of interest for the Township.

5.3. TYPES OF SPONSORSHIPS. Sponsorships are negotiated and tailored to each event, program, facility, or service. A hierarchy of benefits is associated with the different types of sponsorships, often providing more branding and visibility with the higher levels of support. Each type of sponsorship will have specific levels detailing the consideration for the sponsorship.

5.3.1. Title Sponsorship

A sponsorship in which sponsor receives the exclusive right to be named as the title sponsor of an event, program or service. Title sponsors reserve the right to retain category/product exclusivity for the event, program, or service.

5.3.2 Cash Sponsorship

A sponsorship in which sponsor provides cash support of a Township event, program, or service.

5.3.3. In-Kind Sponsorships

A sponsorship in which an individual, foundation, corporation, nonprofit organization, service club or other entity provides a good or service (e.g., team jerseys) in exchange for sponsorship recognition at a Township event, program, or service. There is no monetary exchange within this agreement.

5.4. SPONSOR BENEFITS. The following guidelines shall be applied when entering a title, cash, or in-kind sponsorship agreement for Township events, programs and/or services:

- Recognition as Sponsor for specific event, program, service, or facilities.
- Appropriate mention in applicable media releases and promotional material as Sponsor for the event, program or service.
- Appropriate Sponsor signage/display at the event or program location for a period not to exceed the length of the event.

- Recognition as Sponsor on event/program website if appropriate.
- e Other possible benefits as negotiated.

6. Retained Rights:

- 6.1. The Blackman Charter Township Board of Trustees reserves the right to make decisions regarding the implementation of each grant, gift, or offer of in-kind support.
- 6.2. Purchasing decisions, including the type of equipment, materials, furnishings, and other components of a gift will be made by Township Department Head(s), in accordance with Township procedures. All details as to the design of events, programs, and services as well as the allocation of resources will also reside with the appropriate Township Department Head(s).
- 6.3. The Township retains the right to accept or reject any sponsorship submitted for approval. If the proposal is rejected, the sponsorship applicant will be notified.
- 6.4. Department Head(s) may, at their discretion, bring proposals to the Township Board of Trustees for their approval even if they do not meet the guidelines of this policy. The Township Board of Trustees may also consider any proposal or direct the staff to pursue any opportunities for sponsorship that do not strictly adhere to this policy.
- 6.5. The Township Board of Trustees, at its discretion, may grant variances to this policy upon a finding of good cause.

7. Approvals

- 7.1. The Blackman charter Township Board of Trustees must review for authorization all sponsorships that exceed \$10,000, attach a sponsor name to an activity or event, or exceed three years in length of term.
- 7.2. The Township Finance and Compensation Committee must review for approval all sponsorships valued between \$5000 to \$10,000, provided that the Board of Trustees approval is not otherwise required.
- 7.3. The appropriate Department Head may, consistent with this policy, approve sponsorships up to \$5,000 and sponsorships of Community Events and Programs, provided that neither Board of Trustees or Township Supervisor approval is otherwise required.

7.4. When a sponsorship application is approved, the applicant will be contacted to confirm the terms of sponsorship. If the sponsorship is in cash, the Treasurer's Office will be informed. The impacted Department will work closely with successful applicants and the Treasurer's office to ensure the sponsorship payment process progresses smoothly. A letter of understanding will be sent to the successful applicant setting out agreed terms, and the process of fulfilling the sponsorship agreement will begin.

8. Sponsorship Payment:

8.1. LONG-TERM AGREEMENTS (> 1 Year):

8.1.1. 50% of the first annual payment on all long-term agreements must be submitted with the signed Sponsorship Agreement. 8.1.2. The remaining 50% for year one payment should be paid within thirty (30) days of execution of the agreement, or the completion of a facility.

8.1.3. For each subsequent year, 100% of the annual payment must be received on the anniversary date of the establishment of the agreement.

8.2. SHORT-TERM AGREEMENTS (1 Year or shorter):

8.2.1. Full payment with the submittal of the Sponsorship Agreement.

9. Revenue Allocation

9.1. Naming Rights All revenues received from Naming Rights Sponsorships will be deposited into the Township funds as determined by the Township Board.

9.2. All other sponsorship revenues will be deposited per the direction of the Township Board. Affected departments may utilize sponsorship to offset Township events, programs and services expenses as they occur.

10. Sponsor Recognition: Sponsorship recognition messages may identify the sponsor without endorsement of the sponsor or its products or services. Sponsorship messages shall not advocate, contain price information or an indication of associated savings or value, request a response or contain comparative or qualitative descriptions of products, services or organizations. The Township will not make any statements that directly or indirectly advocate or endorse a sponsor's organization, products or services.

Ordinarily, only the following content will be deemed appropriate:

- 10.1. Legally recognized or commonly used trade name of the sponsor
- 10.2. Date of sponsorship
- 10.3. Sponsor's organizational logo and slogan if it identifies rather than promotes the organization or its products and services.

11. Termination of Sponsorships

11.1. Blackman Charter Township reserves the right to accept or reject any sponsorship proposal, and the right to terminate the agreement at any time if, in the Township's sole discretion, continuation of the sponsorship is determined not to be in the best interests of the Township. If the Township elects to terminate the agreement without cause, any unused funds, unused materials or services, or other unused compensation received by the Township prior to termination will be refunded. If termination is due to the sponsor's material breach of the agreement, the Township may retain all or a part of the compensation if the Township determines that such is necessary to compensate the Township for any losses incurred by the Township.

11.2. Sponsors may withdraw sponsorship proposals any time during the approval process. 11.3. Sponsors may also withdraw within thirty (30) days of execution of agreements, however no refund will be given on any funds received by the Township prior to receipt of the notification of withdrawal.

**BLACKMAN CHARTER TOWNSHIP
COUNTY OF JACKSON**

RESOLUTION #05-2024-0415

**RESOLUTION SUPPORTING BALLOT INITIATIVE TO ALLOW VOTERS
THE OPTION TO RESTORE LOCAL CONTROL FOR UTILITY SCALE
SOLAR AND WIND DEVELOPMENTS**

Now, WHEREAS;

Public Act 233 of 2023 has been signed into law, to take effect in November of 2024; and

WHEREAS; PA 233 restricts local authority to regulate the location and permitting of utility scale wind and solar facilities in Michigan; and

WHEREAS; Under the Act, an electric provider or independent power producer may apply for a certificate from the Michigan Public Service Commission (“MPSC”) to construct and operate a utility-scale renewable energy facility anywhere in the State. The MPSC is required to issue a certificate if the applicant meets a certain set of enumerated requirements; and

WHEREAS; by granting the Michigan Public Service Commission this authority, local control will be preempted; and

WHEREAS; with local control being preempted, a county, township, city or village would be unable to determine the location, size, setback distance, decibel level or any other criteria for a solar or wind facility; and

WHEREAS; additionally, should local control be preempted, a county, township, city, or village would be unable to determine requirements for construction, operation, use, or maintenance of a solar or wind facility; and

WHEREAS; According to an MTA-commissioned poll, the vast majority of Michiganders—more than 87%—agree that permitting for utility-scale renewable energy should remain at the local level.

WHEREAS; all other types of energy facilities, while regulated by the Michigan Public Service Commission, must adhere to local zoning; and

WHEREAS; this proposal grants far more regulating authority to the Michigan Public Service Commission than for any other energy source; and

WHEREAS; Under PA 233, final decision-making over these facilities lies not with the impacted community, but rather with the MPSC—an appointed, rate-setting, regulatory commission with no experience in local planning and zoning issues.

NOW, THEREFORE BE IT RESOLVED; that the Blackman Charter Township Board of Trustees supports the ballot initiative to allow voters to decide whether or not local units of government should determine their own standards for such facilities.

BE IT FURTHER RESOLVED that a copy of this Resolution be sent to Governor Gretchen Whitmer, Michigan Senators Jonathan Lindsey and Sue Shink, Michigan House Representatives Sarah Lightner, Kathy Schmaltz, Carrie Rheingans, Jennifer Conlin, the Jackson County Board of Commissioners, the Michigan Township Association, and all other Township Clerks in the State of Michigan.

David Elwell, Clerk
Charter Township of Blackman