

**BLACKMAN CHARTER TOWNSHIP  
BOARD MEETING AGENDA  
Monday, April 20, 2020  
6:00 PM**

**Due to COVID-19 “Stay Home, Stay Safe” executive order, Blackman Charter Township will be holding regular board meeting via teleconference or video conference**

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 16, 2020.

CONSENT AGENDA

1. Approval of payroll for payroll dates 03/06/20 in the amount of \$150,909.73 and for 03/20/20 in the amount of \$153,331.82.
2. Receive Revenue and Expenditure Report for the month of March 2020.

SUPERVISOR’S UPDATE

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TREASURER’S UPDATE

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CLERK’S UPDATE

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PUBLIC SAFETY

•

PLANNING COMMISSION

•

ZONING BOARD OF APPEALS

•

PARKS & RECREATION

•

TECHNOLOGY COMMITTEE

•

UTILITIES COMMITTEE

•

ORDINANCE REVIEW COMMITTEE

- Chapter 85. Parks 85-6 Animal and Pets (Second Read)
- Part 2 Blight Article II Blight Elimination (Second Read)

NEW BUSINESS

1. Authorize payment in amount of \$5,000 to Edward Rose for easement to be paid from Sewer Fund.
2. Approve the purchase of three (3) desktop computers and one (1) laptop computer and four (4) software packages from I.T. for a cost not exceed \$4,382. This is a budgeted replacement due to the age of existing equipment and software programs.
3. Approve proposal from DUCTZ of Mid-Michigan to clean and sanitize all HVAC duct work in Public Safety building for a cost not to exceed \$2,500 and the Township Offices building for a cost not to exceed \$3,970.

BILLS

- Approve payment of bills on the Board Invoice Post Audit Report dated 04/14/2020 in the amount of \$220,093.16 and Board Invoice Report dated 04/14/2020 in the amount of \$1,429,527.44.

EXTENDED PUBLIC COMMENT (Three-minute limit)

OPEN DISCUSSION –

ADJOURNMENT:

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Shelly Sercombe, Clerk

Regular Board Meeting  
Blackman Charter Township  
March 16, 2020

DRAFT

The Blackman Charter Township Board convened at 6:00 p.m. on March 16, 2020, at the Township Office; 1990 West Parnall Road., Jackson, Michigan.

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

Absent: none

There were 2 people in attendance. Sign-in sheet is on file.

CALL TO ORDER/PLEDGE OF ALLEGIANCE: 6:00 PM

BRIEF PUBLIC COMMENTS:

James Grace – 3550 Catherine Street blight problems see attached pictures

ADDITIONS/DELETIONS TO AGENDA: None

MINUTES APPROVAL: Motion by Phil Preston, Treasurer with Support by Brandon Williams  
Trustee to approve the Board of Trustee minutes from the Regular Board  
Meeting held on March 16, 2020.

Approved by roll call

CONSENT AGENDA

1. Approval of payroll for payroll dates 2/07/20 in the amount of \$129,62.26 and for 2/21/20 in the amount of \$148,682.41.
2. Receive Revenue and Expenditure Report for the month of February 2020.

Motion by Pete Jancek, Supervisor with support by Shelly Sercombe, Clerk

Roll Call:      Ayes – 7      Nays – 0      Motion Approved

SUPERVISOR UPDATE – Township has been busy with elections, taxes and Board of Review.

Decision to lock township and public safety lobby. All business thru drive up window.  
Inspections at discretion of inspectors (Bryan Powers and Marty Riske).

TREASURER UPDATE – Working on settlement.

CLERK UPDATE – Canceled the Red Cross Blood Drive for this Friday, March 20<sup>th</sup>. Thank you to everyone who helped with Elections. Lots of problems, same day registration, May is still on as far as we know.

PUBLIC SAFETY UPDATE –Changes due to Coronavirus

PLANNING COMMISSION –

Approve case #1510, Conditional Use Permit for used car sales at 816 Airport Rd., (Parcel# 000-08-32-126-001-00), requested by Ben Jordan and RJ's Auto & Tractor Sales.

With conditions: Hours of operation M-F 9a-5p and maximum display of ten (10) motor vehicles.

Motion to Approve by Brandon Williams, with Support by Scott Pack

Yay- 7

Nay- 0

Zoning Board of Appeals – None

PARKS & RECREATION UPDATE –

Grant applications completed pending Resolutions approval

Concord Excavating will redo park drive, Little League to do work in April, Jax Naz Church has reserved it for May 28

TECHNOLOGY COMMITTEE – Free laptops from Consumers for elections

UTILITIES COMMITTEE – Solar Discussion, \$250,000 - \$275,000 startup cost

ORDINANCE REVIEW COMMITTEE –

- Charter 85. Parks 85-6 Animal and Pets (Tabled to April)
- Part 2 Blight Article II Blight Elimination (Tabled to April)

**NEW BUSINESS:**

1. Motion to Approve payment of \$111,069 to MERS to fund the MERS Retiree Health Funding Vehicle.  
Motion to Approve by Pete Jancek, with Support by Shelly Sercombe  
Ayes-7        Nays-0        Motion Approved
2. Motion to Approve Resolution #05-2020-0316 Salary Resolution for the Position of Trustee.  
Motion to Approve Mike Thomas with Support Phil Preston discussion on Salary to be \$3,500 not \$4,000. Motion withdrawn by Mike Thomas  
Motion to Approve Phil Preston with Support by Shelly Sercombe  
Roll Call -        Ayes-5 Preston, Williams, Pack, Sercombe, Jancek  
                      Nays-2 Thomas, Ambs  
                      Motion Approved
3. Motion to Approve Resolution #06-2020-0316 Michigan Dept. of Natural Resources Trust Grant, Canary Lane River Access.  
Motion to Approve Phil Preston, with Support by Shelly Sercombe  
Roll Call -        Ayes – 5 Ambs, Jancek, Sercombe, Preston, Williams  
                      Nays-2 – Thomas, Pack  
                      Motion Approved
4. Motion to Approve Resolution #07-2020-0316 Michigan Dept. of Natural Resources Trust Grant, Rod Mills Nature & Fitness trail.  
Motion to Approve Phil Preston with Support by Brandon Williams  
Ayes- 7        Nays-0
5. Motion to Approve Resolution #08-2020-0316 Resolution of Intent with Michigan Department of Transportation for Sidewalk Maintenance.  
Motion to Approve Pete Jancek with Support by Shelly Sercombe  
Ayes-7        Nays-0        to be paid with Metro Funds
6. Motion to Approve Resolution #09-2020-0316 Blackman Charter Township and its Blackman Charter Township Local Development Finance Authority (BLDFA) Resolution for Grant Application with the U.S. Economic Development Administration (EDA) Public Works and Economic Adjustment Assistance Program.  
Motion to Approve Pete Jancek with Support by Shelly Sercombe  
Ayes-7        Nays-0
7. Motion to Authorize Supervisor to sign Jackson NW Little League Facilities Agreement.  
Motion to Approve Mike Ambs with Support by Phil Preston  
Ayes-7        Nay-0

8. Approve the appointment of David Wilson to the Zoning Board of Appeals.  
Motion to Approve Pete Jancek with Support by Mike Thomas  
Ayes-7      Nay-0
  
9. Approve the appointment by the Jackson Area Transportation Authority of Jeff Arnold as the Blackman Township representative for their board.  
Motion to Approve Pete Jancek with Support by Shelly Sercombe  
Ayes-7      Nay-0

**BILLS**

- Approve payment of bills on the Board Invoice Post Audit Report dated 3/1/20 in the amount of \$10,258.25 and Board Invoice Report dated 3/11/20 in the amount of \$450,23906.  
Motion to Approve Pete Jancek with Support by Shelly Sercombe  
Roll Call      Ayes – 7                      Nays – 0  
Motion Approved

EXTENDED PUBLIC COMMENT: Mike Jester – County Farm Road support letter sent

OPEN DISCUSSION – Open Meetings Act e-mail

MEETING ADJOURNED 7:12 p.m.

*The Supervisor declared the meeting adjourned at 7:12 p.m.*

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Shelly Sercombe, Clerk

## **Chapter 85. Dog Parks Rules**

### **§ 85-6. Animals and pets.**

#### **A. Animals.**

- (1) Working service dogs or service dogs in training are permitted in all areas of a park.
- (2) Pets shall be kept on a leash under the immediate control of a responsible person and not allowed to disrupt or annoy park users. All other state laws shall be followed.
- (3) The pet owner shall be responsible for the removal of any fecal matter deposited by his or her animal on public property, public easements, or private property, before leaving the immediate area.

#### **B. Removal of pets. Any pets found not under the control of a person, or any pet creating a nuisance or disturbance, may be removed from the park.**

#### **C. Dog Park Rules**

- (1) Dogs must be leashed when entering and exiting the off-leash park and must wear a collar while in the park.
- (2) No more than two (2) dogs per person.
- (3) You must remain with your dog(s) and carry one leash for each dog at all times.
- (4) Dog(s) must be under control at all times.
- (5) Children in the off-leash park must be accompanied by an adult.
- (6) A valid dog license is required for every dog entering the park.
- (7) You must clean up after your dog(s) by bagging all feces

in a sealed plastic bag and disposing of it in the appropriate containers.

- (8) You can be cited or barred from using the park if you violate these rules.
- (9) Dog owners assume any liability for any injury or damage to any person, animal or property, caused by their dog(s) or themselves, while using this park.

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## **Part 2 Blight**

### **ARTICLE II Blight Elimination.**

#### **§ 55-4. Title.**

The title of this article shall be known as "Blight Elimination Ordinance."

#### **§ 55-5. Purpose/Definitions.**

Consistent with the letter and spirit of Public Act 344 of 1945, as amended, it is the purpose of this article to prevent, reduce or eliminate blight or potential blight in the Charter Township of Blackman by the prevention or elimination of certain environmental causes of blight or blighting factors which exist or which may in the future exist in said Township.

**Graffiti**-Any inscription, word, figure, design, painting, writing, drawing or carving that is written, marked, etched, scratched, sprayed, drawn, painted, or engraved on or otherwise affixed on a component of any building, structure, or other facility by any graffiti implement, visible from any public property, the public right-of-way, or from any private property other than the property on which it exists, unless authorized by the property owner. There shall be a rebuttable presumption that such inscription, work, figure, painting, or other defacement is unauthorized. This article does not refer to easily removable chalk markings on the public sidewalks and streets. The Township finds that graffiti, regardless of the content or nature of the material applied, is an environmental public nuisance and destructive of the rights and property values of the neighboring property owners, as well as the entire community.

#### **§ 55-6. Causes of blight or blighting factors.**

It is hereby determined that the following uses, structures and activities are causes of blight or blighting factors which, if allowed to exist, will tend to result in blighted and undesirable properties. On and after the effective date of this article, no person, firm or corporation of any kind shall maintain or permit to be maintained any of these causes of blight or blighting factors upon any property in the Charter Township of Blackman owned, leased, rented or occupied by such person, firm or corporation.

- A. In any area, except for authorized tow yards and junk yards, the storage upon said property of junk automobiles or watercraft, except in a completely enclosed building, is prohibited. For the purpose of this article, the term "junk automobiles or watercraft" shall include any motor vehicle or watercraft which is not licensed for use upon the highways or waterways of the State of Michigan, and shall also include, whether so licensed or not, any motor vehicle or watercraft which is inoperative.
- B. In any outdoor area, the storage upon any property of building materials unless there is in force a valid building permit issued by the Charter Township of Blackman for construction upon said property and said materials are intended for use in connection with such construction. "Building materials" shall include but shall not be limited to lumber, bricks, concrete or cinder blocks, plumbing materials, electrical wiring or equipment, heating ducts or equipment, shingles, mortar, concrete or cement, nails, screws, or any other materials used in constructing any structure.
- C. In any outdoor area, the storage or accumulation of junk, trash, rubbish, waste (both human and animal) or refuse of any kind without a landfill permit, except

domestic refuse stored in such a manner as not to create a nuisance for a period not to exceed seven days. The term "junk" shall include parts of machinery or motor vehicles, unused stoves or other appliances stored in the open, remnants of woods, metal or any other material or other cast-off material of any kind whether or not the same could be put to any reasonable use.

- D. In any area, the existence of any structure or part of any structure which, because of fire, wind or other natural disaster, or physical deterioration is in disrepair, if a dwelling, nor useful for any other purpose for which it may have been intended.
- E. In any area, the existence of any vacant dwelling, garage or other out-building unless such buildings are kept securely locked, windows kept glazed or neatly boarded up (for no longer than 60 days) and otherwise protected to prevent entrance thereto by vandals, or other unauthorized persons.
- F. In any area, the existence of any partially completed structure unless such structure is in the course of construction in accordance with a valid and subsisting building permit issued by the Township and unless such construction is completed within 6-months.
- G. In any area, tarps, vapor barriers or membranes may not be used as roof, door, window or wall coverings for more than 60-days, unless a plan with Time line is submitted to and an extension is given by the Township Building Inspector
- H. In any area, vacant structures may temporarily be secured by boarding up window and door openings, but not for more than 60-days in any one-year period. If exceeding the 60 days, the materials used to board window or door openings, shall be painted to match the primary color of the building or structure.
- I. In any area, graffiti must be removed from structures within 60-days of being placed on the structure. This is the responsibility of the owner, regardless of who added the graffiti or was the result of a criminal offense. Decorative graffiti must be approved by a majority vote of the Township Board of Trustees, prior to application on any structure.
- J. In any area, where a property owner allows exterior donation containers, the property owner is responsible for the accumulation of donations, which are sitting on the ground, outside of or on the container. All donations not enclosed in the donation container must be cleaned up and removed, with-in one week of being reported, of their placement outside the container.
- K. In any area, building facades, including windows, doors, glass, awnings, siding, rails, steps, fixtures, signs, etc. shall be maintained in sound condition and good repair so as to prevent accelerated deterioration, infestation or safety concerns. If repairs are a result of an *enforcement action*, all exterior parts that show these conditions shall be removed, replaced or renovated and approved by the Township Building Inspector.

Store fronts with display windows that are visible by pedestrian traffic at street level and that are vacant for more than 14-calendar days shall provide either a window screen that obscures the view of vacant space from pedestrians or a window display that shows merchandise from surrounding businesses; or objects/information of general interest.

#### **§ 55-7. Enforcement; violations and penalties.**

- A. This article shall be enforced by such persons who shall be so designated by the Township Board. Any person who disobeys, neglects, or refuses to comply with any provision of this chapter or who causes, allows, or consents to any of the same shall be deemed to be responsible for the violation of this chapter. A violation of this chapter is deemed to be a nuisance per se.
- B. The owner, if possible, and occupant of any property upon which any of the causes of blight or blighting factors set forth in § 55-6 hereof is found to exist shall be notified in writing to remove or eliminate such causes of blight or blighting factors from such property within seven days after service of the notice upon him. Such notice may be served personally or by first class mail. Additional time may be granted by the enforcement officer, where bona fide efforts to remove or eliminate such causes of blight or blighting factors are in progress.
- C. Failure of the owner and /or occupant to comply with such notice within the time allowed shall constitute a violation of this article.
- D. Violations of this article shall be a misdemeanor, which shall be punishable upon conviction thereof by a fine not exceeding \$500 or by up to 90 days in jail, or both, in the discretion of the court.

**Part 3 Noxious Weeds**

**ARTICLE III  
Grass and Noxious Weeds**

**§ 55-8. Purpose.**

This article is for the purpose of furthering the control and the eradication of noxious weeds and grass in the Charter Township of Blackman, to impose obligations upon the owner, agent or occupant of such lot with respect to said control and eradication, and to implement the enforcement of said obligations by a lien on the lands involved.

**§ 55-9. Definitions.**

As used in this article, the following terms shall have the meanings indicated:

**NOXIOUS WEEDS** — Includes all types of grass, Canada Thistle (*Cirsium arvense*); dodders (any species of *Cuscuta*); mustards (charlock, black mustard and Indian mustard, species of *Brassica* or *Sinapis*); wild carrot (*Daucus carota*); bindweed (*Convolvulus arvensis*); perennial sowthistle (*Sonchus arvensis*); hoary alyssum (*Berteroa incana*); ragweed (*Ambrosia elatior* 1); poison ivy (*Rhus toxicodendron*); poison sumac (*Toxicodendron vermi*); oxeyes; daisies; ragweed; goldenrod; brush; rank vegetation; or other plants, grasses or other plants which in the opinion of the Township Board is regarded as common nuisance (such as grass that would otherwise not be a weed, if over a twelve-inch height).

**§ 55-10. Applicability.**

This article shall apply to all lands in the Charter Township of Blackman which are in commercial, industrial, residential and agricultural zones with residential use areas, and/or which are platted as subdivisions, to a depth of 165 feet.

**§ 55-11. Exemptions.**

Exceptions from the provisions of this article are flower gardens, plots of shrubbery, vegetable gardens, and small grain plots and agricultural lands. An exemption under the terms of this section cannot be claimed unless the land has been cultivated and cared for in a manner appropriate to such exemption categories.

**§ 55-12. Presence of weeds or grass declared a public nuisance.**

It shall be unlawful for the agent, owner, or occupant of any land in the Charter Township of Blackman to cause, or permit to grow, on said land any noxious weeds or grass higher than 12 inches in height. The presence of such weeds or grass (as defined in § 55-9 hereof) upon such land is hereby deemed to be detrimental to the public health, safety, and welfare of the Township, and shall constitute a public nuisance.

**§ 55-13. Duty of owner, agent or occupant.**

It shall be the duty of the occupant and owner of any premises within the Township to cut and remove or destroy by lawful means all such weeds, grass or other rank, noxious or harmful vegetation, as often as may be necessary to comply with the provisions of this article; provided, however, that cutting, removing, or destroying of such weeds, grass or such vegetation that is done at least once in every three weeks, from March through November, contingent upon the growing season, shall be deemed to be in compliance with the requirements of this article.

**§ 55-14. Failure to comply; action by Township; collection of expenses; violations and penalties.**

- A. In the event that the owner, agent, or occupant of any land in said Township to which this article applies shall fail or refuse to comply with the provisions of § 55-13 hereof, the Township Supervisor or any officer, inspector, or other agent authorized by the Township Board may enter upon such land and cut and destroy any and all noxious weeds or harmful vegetation, as defined in § 55-9 hereof, located on such land.
- B. The owner, agent or occupant of such land shall be liable for all cost incurred by the Township in connection with the cutting or destroying any noxious weeds or grass. The owner, agent or occupant of such land shall also be liable for payment of an additional fee of \$50 for inspection.
- C. From the time of the commencement of the cutting and destruction of such noxious weeds or grass, as defined in Subsection B, the Township shall have a lien upon the land. In the event the charges involved are not paid by the owner, agent, or occupant of said land within 30 days of the date of billing to said person by first-class mail, payment shall be deemed delinquent and said lien enforceable as a tax lien, as is provided by law, against the land to be charged and collected as in the case of a general property case against the billing in question.
- D. If the owner, agent or occupant refuses to comply with the provisions of this article after 60 days of the mailing of the first bill, such owner, agent or occupant shall be guilty of a misdemeanor punishable by a fine not to exceed \$500 and up to 30 days in jail.

**§ 55-15. Appointment of agent; responsibility to communicate.**

- A. The Charter Township of Blackman, or the Township Board, may appoint an agent to carry out the provisions of this Code article.
- B. Any weeds or grass not cut by May 1 may be cut by the Township at the expense of the property owner, and continue to be cut throughout the growing season, as needed, and the cost charged to the property owner.

**Part 4 Junkyards**

**ARTICLE IV  
Junkyard Businesses**

**§ 55-16. License required.**

No person, firm, association or corporation, hereinafter designated as the "person," shall keep a junkyard or dismantle, wreck and dispose of the junk and/or refuse material of automobiles within the Charter Township of Blackman, without a license therefor granted by the Township Board of said Township, as provided in this article. No license shall be granted until the application therefor, in form as prescribed by the Township Board, has been approved by said Board. The Township Board may reject any application if it shall appear that the rules, regulations and conditions for the operation thereof, as contained in this article, will not be complied with, or where the premises sought to be licensed are restricted to private residence purposes.

**§ 55-17. Compensation.**

No person engaged in said junk business, or any of his employees, shall receive in the line of such business any article by way of pledge or pawn, nor loan, or advance any sum of money on the security of any article or thing, handled by such person under the provisions of this article.

**§ 55-18. Security; fencing.**

No junkyard or place for the dismantling, wrecking and disposal of the junk and/or refuse material of automobiles shall be located in said Township, unless the same shall be enclosed by a tight high-board fence, or such other substitute therefor, as shall be approved by the Township Board, so that the junk and dismantled automobiles and parts shall not be visible to the pedestrian and vehicular traveling public.

**§ 55-19. Application for license; consent of neighboring property owners; license fee.**

Any person desiring to engage in the business of operating and conducting a junkyard and/or place for the dismantling of automobiles, within the Charter Township of Blackman, shall make application in writing to the Township Board of said Township for a license to engage in said business, which said application shall specify the names of the owners, partners and/or corporate officers and stockholders, as the case may be, of such proposed, and the nature of the articles and materials to be handled, which said application shall be accompanied by the written consent that said business may be so operated in the proposed location, of at least 75% of the owners of adjoining and adjacent property within 1,000 feet of the boundary lines of said proposed

junkyard and/or place for the dismantling of automobiles; provided, however, that none of said consenting owners shall be relatives, firms, members, partners, associates, or stockholders of said applicant. Such application shall also be accompanied by an annual license fee of \$25.

**§ 55-20. Monthly report of purchases.**

Any person licensed under this article to engage in said junk business shall, at least once each month, prepare and mail to the Commissioner of the Department of Public Safety of East Lansing, Michigan, a sworn statement of all purchases made by him.

**§ 55-21. Retention of merchandise.**

No person engaged in such junk business shall sell or remove from his place of business any articles or materials, purchased or exchanged, under the provisions of this article, until the same shall have been in his possession for three days, but shall be retained by him in an accessible place for inspection during such period; provided, however, that nothing herein contained shall make it necessary for such person to retain articles and materials purchased from individuals, firms or corporations having a fixed place of business.

**§ 55-22. Inspection; records of purchases.**

Every person engaged in such junk business shall, upon demand, exhibit all goods and materials on hand and give a description of the person selling the same, to any member of the Township Board, to any constable of the Township, or to any other law enforcement officer, and shall keep a book containing the names of the persons from whom he has purchased any junk, used automobiles and parts, or metals, except old iron, which book shall be kept open during business hours for the inspection of any of the above-mentioned officers.

**§ 55-23. Failure to comply.**

Any person engaged in said junk business, who shall fail on demand to exhibit such books or any goods or materials on hand or give a description of the person selling the same to any of the above-mentioned officers shall be liable to the penalties for violation of this article.

**§ 55-24. Age limits.**

No person engaged in such junk business shall buy or receive any article, articles or materials from any person under the age of 18 -years, unless such minor person shall have written permission from his parents to sell the same. The person engaged in such junk business will retain a copy of said written permission for at least six months.

**§ 55-25. Purchase restrictions.**

No person engaged in such junk business shall purchase any article, articles or materials from any person, who is at the time intoxicated, or from a habitual drunkard, or from any person whom he knows or has good reason to believe is a thief, or an associate of thieves, or a receiver of stolen property. Neither shall he purchase such article, articles or materials from any person on Sunday or upon any day one hour after sunset to one hour before sunrise of the next day, or at any other time when there is not sufficient light to render clearly discernible persons and

vehicles doing business with such licensee.

**§ 55-26. Violations and penalties.**

Any person who violates this article shall be guilty of a misdemeanor, punishable by a fine of not more than \$500 or up to 90 days in jail or both.

**§ 55-27. License revocation.**

Upon conviction of any such person for violating the provisions of this article, the Township Board may revoke the license held by such licensee, who, in the case of the license being revoked, shall not be licensed to engage in such business within said Township for the period of one year from the date of his conviction, and the place in which he has been operating such business shall not be licensed for such purposes for a period of six months from the date of such conviction; provided, however, that in specific cases and subject to such appropriate conditions and safeguards as in the judgment of the Township Board may be required, the Board may, in its discretion, permit such operations at the place where such business has been conducted.

**§ 55-28. Stolen property.**

The Township Board may revoke the license of any proprietor engaged in such business if stolen property has been found in his possession, provided he, or any of his servants and employees, knew or had good reason to believe, at the time of the purchase, that it was stolen property.

**§ 55-29. License fee.**

There shall be paid by such licensee to the Treasurer of the Charter Township of Blackman an annual license fee as set by resolution of the Township Board, which shall not be less than \$25.00, for the operation of such business under the provisions of this

**Part 5  
Peddling and Soliciting Sales in Township**

**§ 55-30. Purpose.**

- A. The sale of farm produce, vegetables, fruit and other products and sundries along and upon and next adjoining the highways of the State of Michigan from cars, trucks and other vehicles is found to be hazardous to traffic moving in and upon the said highways and has caused parking on the said highways.
- B. It has also been found that such sale of farm produce, vegetables and fruit has not been made in a sanitary manner in that the said vendors lack the facilities to protect said produce from contamination, and that the same jeopardizes the health of the inhabitants of the Township.

**§ 55-31. Sale of produce and other things.**

It shall be unlawful to sell farm produce, vegetables and/or fruit, or other products or sundries from cars, trucks or other vehicles within a distance of 50 feet from the traveled portion of any highway in the Charter Township of Blackman; providing, however, that this article shall have no application to the selling of farm product, vegetables or fruit sold in the Township from premises upon which the same was raised or produced.

**§ 55-32. Violations and penalties.**

Any person who shall violate any of the provisions of this article shall be deemed guilty of a misdemeanor and, upon conviction thereof, shall be punished by a fine of not more than \$500 or up to 90 days in jail, or both.

**ARTICLE VI  
Itinerant Vendors**

**§ 55-33. Definitions.**

As used in this article, the following terms shall have the meanings indicated:

**ITINERANT VENDOR** — Includes all persons, both principals and agents, who engage or conduct in this Township, either in one locality or in traveling from place to place, a temporary or transient business of selling goods, wares or merchandise with the intention of continuing in said business, in one place for a period on not more than 21 days, and who, for the purpose of carrying on such business, use, lease or occupy either in whole or in part a room, building or other structure for the exhibition and sale of such goods, wares or merchandise. The provisions of this article shall apply to sales made to dealers by commercial travelers or selling agents in the usual course of business, for resale, and to hawkers on the streets or peddlers from vehicles, and to the sale of goods, wares or merchandise during the continuance of any annual fair.



**§ 55-34. Exceptions.**

Nothing in this article shall be construed to prohibit the sale of goods, wares or merchandise at wholesale to merchants and dealers or manufacturers in business in the Township; nor to any persons foreclosing any chattel mortgage when the property is disposed of under the power of sale contained in such instrument; nor to sales made under order of any court; nor where the property is already on the assessment and tax rolls of the Township. The provisions of this article shall not apply to charitable trusts registered with the State of Michigan or to organizations who have received designation under 26 U.S.C. §501(c)(3).

**§ 55-35. License application.**

Every itinerant vendor desiring to do business in the Charter Township of Blackman shall make an application in writing to the Township Clerk for a license to operate as an itinerant vendor, which application shall be filed, along with a fee to be determined by resolution of the Township Board but which shall not be less than \$25.00, with said Township Clerk at least seven days before such applicant shall be authorized to begin such business. The application shall contain a statement under oath, containing all facts relating to the reasons for and character of the business which the applicant desires to transact, including a true statement of the names and addresses of the persons, firms, or corporations from whom the goods, wares or merchandise were last obtained; the names and addresses of the owners or person or persons in whose interest such business is conducted; also the places and dates where said applicant, for the past 18 months, has been engaged in business, stating the nature and character of said business; and all details necessary to locate exactly and fully to identify all goods, wares or merchandise so to be sold, and also the length of time for which the store or place where said goods, wares or merchandise are to be sold has been or is to be leased, and the fact that such store or place of business has been or is to be leased for a period up to 21 days shall be in all cases prima facie evidence that the business is of a temporary or transient character within the meaning of this article.

**§ 55-36. Assessment roll.**

If such person shall still be doing business on the 31st day of December following the payment of such license fee, then the Assessor shall place such person on the regular assessment and tax roll of the Township in the same manner as all other businesses in the Township are assessed.

**§ 55-37. Investigation of applicant; issuance of license.**

Upon receipt of such application, the Township Clerk shall cause such investigation of such persons or person's business responsibility or moral character to be made as s/he deems necessary to the protection of the public good. If, as a result of such investigation, the applicant's character and business responsibility are found to be unsatisfactory, the application shall be denied. If, as a result of the investigation, the character and business reputation appear to be satisfactory, a license shall be issued by the Township

Clerk.

**§ 55-38. Bond requirement.**

Before a license as herein provided shall be issued, the applicant shall execute and deliver to the Township Clerk a good and sufficient bond in the sum of \$1,000 with good and sufficient surety or sureties to be approved by the Township Clerk as to sufficiency of surety or sureties and to be approved by the Township Attorney as to form, which bond shall be conditioned as to indemnify or reimburse any purchaser of goods, wares, merchandise in a sum equal to at least the amount of any payment or payments which such purchaser may have been induced to make through misrepresentation as to the kind, quality or value of such goods, wares, merchandise, whether the said misrepresentation was made by the owner or by their servants, agents or employees, either at the time of making the sale or through any advertisement of any character whatsoever, printed or circulated with reference to the said stock or goods, wares and merchandise, or any part thereof and which bond shall be further conditioned for the faithful performance of all the terms, conditions and provisions of this article. Each bond shall be effective for at least one year.

**§ 55-39. License fee.**

A license fee to be determined by resolution of the Township Board but no less than \$50 for each week or fraction thereof during which he desires to sell his goods, wares or merchandise shall be paid by such itinerant vendor prior to the issuance of such license.

**§ 55-40. Transferability of license; license to be posted.**

No person shall conduct the business of itinerant vendor without first securing a license for each place of business to be operated, and no license issued hereunder shall be transferable, nor shall it be used by any person, firm or corporation other than as named in the license, and said licensee shall conspicuously display said license in his place of business so that the same is plainly visible to the public.

**§ 55-41. Violations and Penalties**

Every itinerant vendor who sells or exhibits for sale at public or private sale any goods, wares or merchandise without first complying with the provisions of this article, or who makes any false statement in his application for his license, or who fails to comply with the requirements of any provision of this article, and every person, whether principal or agent, who by circular, handbill, newspaper, or in any other manner advertises such sale as herein contemplated, before he has complied with the provisions of this article, shall be guilty of a violation of this article. Any person who shall violate any of the provisions of this article shall be deemed guilty of a misdemeanor and, upon conviction thereof, shall be punished by a fine of not more than \$500 or up to 90 days in jail, or both.

**ARTICLE VII**  
**Door to Door Vendors, Solicitors and Salespersons**

**§ 55-42. Title.**

This article shall be known and cited as the " the Charter Township of Blackman Door to Door Vendors, Peddlers, Solicitors, and Salespersons Ordinance."

**§ 55-43. Statement of purpose.**

- A. It is hereby determined that the regulation of solicitation and peddling is sufficiently connected to the Township's interest in preventing crime and protecting citizens' quiet enjoyment and peace as to warrant regulation, but such regulation should not prohibit otherwise lawful and constitutionally protected activity.
- B. It is also determined that a connection exists among evening solicitation and the disruption of citizens' quiet enjoyment and peace such that reasonable limits on solicitation between 9:00 a.m. and sunset, Mondays through Saturdays and between 11:00 a.m. and 6:00 P.m. on Sundays is warranted.
- C. It is further determined that the Township has no other less restrictive means available to achieve its objectives but through reasonable regulation.
- D. It is further determined that prohibiting solicitation after sunset (6:00 P.m. on Sundays), whichever is earlier, and before 9:00 a.m. (11:00 a.m. on Sundays) leaves ample alternative channels of communication open to solicitors in the Township.
- E. The investigation and licensing fees provided herein are levied to defray the costs of regulation and not to place an undue burden on interstate commerce.
- F. It is expressly the purpose of this article to provide for and promote the safety and welfare of the general public and not to create or designate any particular class of persons who will or should be specially protected by its terms.

**§ 55-44. Definitions.**

As used in this article, the following terms shall have the meanings indicated:

**CHARITABLE OR RELIGIOUS ORGANIZATION** — Charitable trusts registered with the state of Michigan or organizations who have received designation under 26 U.S.C. §501(c) (3).

**DOOR TO DOOR SALESPERSON, VENDOR, PEDDLER OR SOLICITOR** —

A person selling goods or services; or offering to sell goods or services to be delivered in the future; or obtaining information to be used by another in the sale or offer of sale of any goods or services; or requesting donations of money, goods or services; and who pursues these activities by traveling from door to door, street to street, or place to place.

**PRINCIPAL** (of an organization engaged in peddling or soliciting) — A person organizing, supervising or managing peddlers or solicitors.

**§ 55-45. Immunity.**

- A. It is the specific intent of this article to place the obligation of complying with its terms on the licensee, and no provision of this article is intended to impose any duty upon the Township, its officers, elected officials, agents, or its employees.
- B. Nothing contained in this article is intended to be nor shall be construed to create any liability on the part of the Township or its officers, elected officials, agents, or employees for any injury or damage resulting from the failure of the licensee to comply with the provisions of this article, or by reason or consequence of any act or omission in connection with the implementation or enforcement of this article on the part of the Township or its employees.

**§ 55-46. Exemptions.**

Unless as qualified below, this article does not apply to:

- A. Persons dealing with only merchants, businesses or professional consumers.
- B. Newspaper carriers, state-licensed insurance and real estate agents, or advertising salespersons calling on commercial enterprise or a sale under court order.
- C. Transient merchants making sales or taking orders for farm products produced or raised by that merchant.
- D. Persons under the age of 18, unless employed by another person or organization.
- E. Honorably discharged members of the Armed Forces of the United States, as to the licensing, application, fees, revocation, appeal and exhibition provisions of §§ 55-50 through 55-52.6, provided they comply with the provisions of Act 359 of the Public Acts of 1921, as amended, being MCLA 35.441 et seq., and the sales by the member are those exempted by that Act.
- F. Persons campaigning for or on behalf of a political candidate or cause for an elective office, a ballot proposal, or an initiative.
- G. The provisions of this section shall not apply to any charitable or

religious organization or any other organization qualified under 26 U.S.C. §501(c).

**§ 55-47. License/registration required.**

It is unlawful for a person to peddle or solicit within the Township's limits without having a current and valid peddlers/solicitors license, as provided in this article.

**§ 55-48. Contents of application for peddlers.**

Applicants for a license under this article must file a written application on a form provided by the Township Board of Trustees. The application must be filed with the Township Clerk's office and contain the following information:

- A. Name, date of birth, and a color copy of the driver's license or state-issued identification card of the applicant, if available.
- B. Permanent home address, and if applicable, full local address of the applicant.
- C. A brief description of the nature of the business and goods to be sold.
- D. Length of time for which the right to do business is desired.
- E. Name and address of the employer or parent organization the applicant is representing. An applicant is exempt from this requirement if a principal for the organization being represented has already supplied this information on an application for a license under this article for the same time period.
- F. Signature of the applicant authorizing an investigation of the applicant.
- G. Description and license plate number(s) of the vehicle(s) used by the applicant(s) when peddling or soliciting.

**§ 55-49. Investigation of applicant.**

- A. Upon receipt of a completed written application for a license under this article, the original application may be referred by the Township Clerk to the Public Safety Department for investigation of the applicant.

**§ 55-50.1. Fees.**

The applicant shall pay a fee to cover the costs of the background investigation. Fees for license and duration of said license shall be as provided for by resolution of the Township Board but shall not be less than \$25.00.

**§ 55-50.2. Duration of License.**

All licenses shall expire 30 days from the date of issuance, unless a different date has been approved by the Township Clerk. No license shall be issued for more than one year. Fees for license by duration shall be as provided for by resolution of the Township Board but shall not be less than \$25.00.

**§ 55-50.3. Issuance of License.**

The Township Clerk's office shall issue a license upon receipt of the application, payment of the prescribed license fee and approval of the application.

**§ 55-50.4. Revocation of License.**

Licenses issued under this article may be revoked by the Township Clerk, subject to appeal pursuant to this article. Licenses may only be revoked for good cause, including, but not limited to, the following:

- A. Fraud, misrepresentation, or false statements contained in the application for license.
- B. Fraud, misrepresentation, or false statements made in the course of carrying on the business of peddling or soliciting.
- C. Any violation of this article.
- D. Any felony or misdemeanor conviction directly related to the fitness of a licensee to carry on the activities of peddling or soliciting.
- E. Conducting business in an unlawful manner or in such a manner as to constitute a breach of the peace or to constitute a threat to the health, safety, or welfare of the general public.

**§ 55-50.5. Appeal procedure.**

Any person aggrieved by denial or revocation of a license may file an appeal with the Township Board. The notice of appeal must be filed within 14 days after notice of the denial or revocation has been mailed to the person's last known address. The request must be in writing and must explain the grounds for appeal.

**§ 55-50.6. Exhibition of license required.**

All licenses issued, or a genuine copy, must be carried with the licensee at all times.

**§ 55-50.7. Restrictions on time and place.**

- A. A peddler or solicitor, whether exempt from the provisions of licensing or not, shall not engage or attempt to engage in activity at any home,

residence, apartment, apartment complex, or business that displays a "No Solicitors" or other similar sign, or otherwise provides notice that the occupants do not desire to be contacted by them.

- B. A peddler or solicitor shall not engage in the act of peddling or soliciting between the hours as provided in this article.
- C. A peddler or solicitor shall not intentionally obstruct vehicular or pedestrian traffic.
- D. Unless specifically approved by the Township, no peddling or soliciting shall occur on any Township park or Township property.

**§ 55-50.8. Enforcement and ~~penalty~~**

- A. In addition to the exhibition of license requirements in this article, any person peddling or soliciting shall be required to produce his or her peddler's or solicitor's license if requested to do so by any police officer or public safety officer. In the absence of a license, the person shall be required to provide information reasonably necessary to verify a claim of exemption from this article.
- B. Any police officer or public safety officer shall enforce the provisions of this article against any person found to be violating it, and failure to produce a license or information necessary to verify a claimed exemption under this article shall constitute probable cause for enforcement action.
- C. In addition to the other penalties provided, any person, firm, or corporation violating any of the provisions of this article shall be deemed guilty of a misdemeanor, and each such person shall be deemed guilty of a separate offense for each occurrence thereof, and upon conviction of such violation such person shall be punishable by a fine of not more than \$500 or up to 90-days in jail or both. Each day in violation beyond notification of violation constitutes a separate violation and may incur the fine portion of the penalty.

**§ 55-50.9. Severability.**

If a court of competent jurisdiction declares any provision of this article to be unenforceable, in whole or in part, such declaration shall only affect the provision or section held to be unenforceable and shall not affect any other part, provision, or section; provided that if a court of competent jurisdiction declares a penalty provision to exceed the authority of the Township, the penalty shall be construed as the maximum penalty that is determined by the court to be within the authority of the Township to impose.

**Part 6  
Sidewalks**

**ARTICLE VIII  
Sidewalk Construction, Maintenance and Repairs**

**§ 55-51. Title.**

This article shall be known and cited as the "Charter Township of Blackman Sidewalk Ordinance."

**§ 55-52. Purpose.**

The purpose of this article is to regulate the construction, repair and maintenance of public sidewalks; to keep them in a proper and safe condition for public use; to provide for the imposition of liability upon abutting property owners for injuries or damages caused by defective sidewalks; to provide for the establishment of sidewalk maintenance districts by the Township Board for the assessment of the costs of construction, maintenance or repair to sidewalks in said district; and to provide standards for proper sidewalk maintenance construction and repairs.

**§ 55-53. Regulations.**

- A. Whenever the Building Department of the Charter Township of Blackman shall deem the construction, maintenance or repair of the same as public necessity, the owner or owners of all lots and premises within the Charter Township of Blackman are required to maintain, repair and construct sidewalks in and along the public streets and alleys of the Charter Township of Blackman, adjacent to their lots and premises.
- B. It shall be the duty of all owners of premises within the limits of the Charter Township of Blackman to keep all cement or concrete walks and sidewalks, which have been heretofore laid, or may be hereafter laid, in front of or adjacent to such premises, in and along any of the streets and alleys of said Township, in good repair and free of dangerous ice, snow, or other dangerous obstructions or conditions.

Any owner of any such premises who shall allow any such sidewalk to remain out of repair or in a dangerous condition shall be responsible and liable for injuries and damages arising out of the disrepair or unsafe condition of said sidewalk. Such owner shall further indemnify and reimburse the Township for any and all liability, costs and expenses which the Township might incur as a result of any defective or dangerous sidewalk. Hereafter when any sidewalk or crosswalk becomes out of repair in the Township, the Building Department, through the Building Inspector, shall give the owner or party in interest of the premises in front of or adjacent to which such



sidewalk or crosswalk is located notice to repair the same within 30 days. However, during such 30 days the owner or party in interest may request that the notice of repair be reviewed by the Building Department. The Building Inspector, within 30 days from receiving a request for review, shall make his recommendation, and shall forward his recommendation to the Township Board (hereinafter "Board") for a final decision. The Township Board shall take such action thereon as it deems to be in the best interest of the Township and of the safety of the public. If no review of such notice is requested within 30 days of the date of such notice, the decision of the Building Department shall be final.

- C. Such notice, in addition to specifying the time in which such sidewalk or crosswalk shall be repaired, shall also state that work must be done in accordance with specifications for new work furnished by the Building Department in repairing such sidewalk or crosswalk, and shall also inform the owner or party in interest of the right of review of the determination of the Building Department as provided in Subsection C hereof.
- D. Service of notice may be made upon the owner, occupant or party in interest through the United States mail to the last known address as recorded on the tax rolls of the Township Treasurer, or may be made personally upon such owner, occupant or party in interest, or may be posted in a conspicuous place upon the premises in front of, adjacent to or upon the sidewalk, crosswalk or driveway which is to be repaired.
- E. If any person notified as required by Subsections A through E above shall not have repaired or reconstructed a sidewalk or crosswalk, after a final determination by the Building Department, or the Supervisor and Board, the Building Department shall repair or reconstruct such sidewalk or crosswalk in front of or adjacent to the premises of the owner or party in interest so in default. The cost and expense of the repair or reconstruction of such sidewalk or crosswalk shall be charged to such owner or party in interest.
- F. In case of nonpayment by the owner or party in interest of the cost and expense of such repair or reconstruction, the cost of expense of such repair or reconstruction may be certified to the Board by the Supervisor in the form of a tentative assessment roll. This tentative roll shall be made as designated by the Supervisor and shall show the exact amount according to cost and expense that should be assessed against each parcel of land for the repair or reconstruction of such sidewalk or crosswalk so repaired and constructed.
- G. Upon the completion of the roll, the Supervisor shall cause to be published in the official newspaper of the Township, one time, a notice which shall be as follows:

**SIDEWALK ASSESSMENT NOTICE  
OFFICE OF THE SUPERVISOR**

Charter Township of Blackman  
\_\_\_\_\_, 20

To Whom It May Concern:

Take notice that \_\_\_\_\_ assessment roll, for defraying the cost and expense of repairing or reconstructing sidewalks, crosswalks or driveways as hereinafter described, has been prepared and will remain open for inspection, revision or correction in this office from the date hereof until Monday, the \_\_\_\_\_ day of, 20, when said roll will be presented to the Board at a session thereof to be held on said date at \_\_\_p.m., for confirmation.

The lot, lots or parts of lots described in each roll have been assessed for the cost and expense of repairing or reconstructing the walk-in front of or adjoining the parcels named in such roll.

Roll No. \_\_\_\_\_

Lot No. \_\_\_\_\_

Any person desiring to object to any assessment so made may, upon filing with the Township Clerk, at any time prior to the date last mentioned above, a written protest, to be heard before the Board and have his or her said assessment reviewed by said Board. Any person having an interest in the property subject to the proposed special assessment may file a written appeal of the special assessment with the State Tax Tribunal within 30 days after confirmation of the special assessment roll if that special assessment was protested at the hearing.

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

- H. The Supervisor, upon the date last mentioned in the notice, which date shall be at least 10 days after the last publication of the same, shall transmit the roll to which shall be attached the affidavit or publication of the assessment notice, together with the report of the Building Department, to the Township Board for confirmation.
- I. If no protest is filed, the Board may, on the coming in of the roll, confirm the same. If a protest is filed, the same shall be referred to the Board, before whom any party protesting shall be heard. The Board may confirm the roll, with or without modification, as it deems proper and just.
- J. Upon confirmation of the roll, the same shall be transmitted to the Township Board, and it shall transmit the same to the Treasurer for collection.

- K. The assessment roll shall contain a list of lots, parts of lots or parcels of land assessed thereon as provided in this section, and the total amount assessed thereon shall be due and payable 30 days after the assessment roll is confirmed by the Board. If the assessment is not paid within the time stated, a penalty of 1/2 of 1% of the amount of such assessment, in addition to interest on the assessment at the rate of 6% per year from the date the assessment roll is confirmed by the Board, shall be attached thereto. Assessments to levy shall be a lien upon the lots, parts of lots or parcels of land until paid and in default of payment of the assessment. They shall be returned as and with other delinquent taxes to the County Treasurer, and the lots, parts of lots or parcels of land so assessed may be sold thereafter in the manner as provided by law for the sale of land for unpaid special assessments and general property taxes.
- L. In case of nonpayment by owner or occupant of the costs and expense of such repairs, suit may be brought in any court of competent jurisdiction to recover the same, or the costs and expenses of such repairs may be added to the tax roll and collected in the same manner as all other ad valorem taxes.
- M. Whenever any person performs any work, as provided in this section, either under contract with the Township or by virtue of any permit issued by the Township, such person shall be liable to the Township for any and every loss of any permit issued by the Township for any and every loss or damage which the Township may sustain and for all sums which it may have to pay to any person by reason of any loss or injury sustained through any negligence in doing the work, or by reason of any neglect or failure to comply with the provisions of this article.

#### **§ 55-54. Standards.**

- A. It is hereby determined that a sidewalk shall be considered in disrepair if any of the following conditions, among others, exist:
  - (1) Potholes of one inch or more in depth.
  - (2) Loosened, crumbling or breaking surfaces.
  - (3) Difference of two inches or more in heights of adjoining sections of sidewalk.
  - (4) Insufficient slope to adequately drain water from the surface.
  - (5) Other standards of disrepair established by the Township Building Department.
  - (6) Where a portion has raised or settled so as to create an exposed vertical surface of one inch or more.

- (7) A sidewalk which has in any single area a missing section or sections having a surface area of 16 square inches or more.
- (1) A sidewalk which by virtue of settling, grading or high surrounding soil can pond water at a depth of one inch at any spot.
  - (2) A sidewalk which exhibits surface deterioration to a depth of 1/2 inch or more in contiguous surface areas of 16 square inches.
  - (3) A sidewalk exhibiting, to a less than standard extent, several of the hazardous conditions indicated above or an obviously hazardous condition not described herein.
- B. Whenever the Township Building Department shall give any of the above conditions, it may proceed as herein provided. It shall require the replacement or repair thereof according to the standards in Subsection C hereof, as a public necessity, within 30 days of delivery of notice to repair or replace to the adjoining land owner who shall promptly replace or repair said sidewalk within said period. Upon the expiration of the time limit therein for the replacement or repair of such sidewalk, if said land owner has not made such repairs or replacement, the Building Department shall proceed to secure such replacement or repair and the Township Board may assess the entire cost against the adjoining or benefitted property. Where a sidewalk remains defective or in disrepair for a period of 30 days, the abutting property owner shall be deemed to have received notice as herein contemplated.
- C. All sidewalks or portions thereof hereafter constructed or repaired shall comply with the following specifications:
- (1) All sidewalks shall be constructed to grade established by existing adjoining walks or by the Township Engineer, in the absence of the foregoing, and shall be paved with a single course of concrete, using limestone aggregate, with a compressive strength of not less than 3,500 pounds per square inch, within 28 days of paving.
  - (2) Paving shall be constructed on a two-inch-thick sand cushion and shall be at least four inches in depth except across driveways, where it shall be at least six inches in depth. Paving joints are to be true to the line and grade at intervals consistent with adjoining or abutting sidewalks. One-inch expansion joints shall be placed through the walk at least every 50 feet, and between walks and other rigid structures.
  - (3) The surface shall be roughened with mechanic's brush to prevent smooth and slippery surfaces.
  - (4) Such additional specifications as may be established by the

Township Building Department in particular situations to make the same comply with good engineering practice.

- D. Under Michigan Public Act 180 of 1986, or Michigan Public Act 35 of 1966, the Township Board may also create a district for the maintenance of sidewalks and direct the Township Supervisor to make a special assessment upon all the lands and premises subject to taxation to defray the expenses of repairing and maintaining sidewalks in the district. The Township Board, in its discretion, may also authorize collection of the cost of such replacement or repair by civil process, counterclaim, or such other means as may be proper for the collection of debts by legal process.

**§ 55-55. Permit fee; bond; insurance.**

- A. A permit is required for the installation, repair or cutting of sidewalks or driveway approaches, which permit shall be obtained from the Building Department of the Charter Township of Blackman.
- B. Whenever a bond or policy of insurance is called for as a condition precedent to the granting of any permit required by this section, such bond or policy of insurance shall be in the sum of \$10,000 or such larger sum as the Supervisor or Township Board shall specify as commensurate with risk to the permit applicant and the Township arising out of any injury to or death of members of the public or property damage caused to any member of the public or the Township which might be suffered through the negligent or wanton exercise of the privilege granted under such permit. If a bond is furnished, it shall be conditioned to save harmless the Township from any loss whatsoever resulting from the doing of the thing or the exercise of the privilege for which the permit is required. If a policy of insurance is furnished, it shall insure the permit applicant and the Township against any loss resulting from the personal injury, death or property damage which is caused by the doing of the thing or the exercise of the privilege for which the permit is required.

**§ 55-56. Construction of new sidewalks.**

- A. All private driveways crossing the sidewalk space (except on unpaved streets where specifications as to mix and type of construction shall prevail where the driveway crosses the sidewalk space only) must be constructed of stone, brick, asphalt or concrete from the curb-line to the lot line, and must be placed at a grade to be fixed by the Township Engineer according to the specifications furnished by the Zoning Administrator.
- B. All sidewalks constructed in the Township shall be five feet in width, except as may be provided for or specified otherwise.

- C. The Zoning Administrator may authorize the construction of walks of less than five feet in width where the existing walks on the street or on adjacent streets (where the walk is to be constructed on a cross street) are less than five feet in width, and on streets where no walk exists in the block in which the new walk is to be constructed, when, in his opinion, a walk less than five feet in width is ample to accommodate the pedestrian traffic.
- D. Whenever the Township Board, by resolution, declares the necessity for and directs the construction of sidewalks, crosswalks or driveways in any street in front of or adjoining private property, the Zoning Administrator shall notify the owner or party in interest, as indicated in the most recent tax rolls of the Township, where such sidewalks, crosswalks or driveways are required in front of any lot or parcel of land or adjacent thereto, and shall give notice by publication in the official newspaper of the Township, which notice shall be published once, to construct or rebuild such sidewalks, crosswalks or driveways according to the specifications prepared by the Township Engineer and approved by the Township Board.
- E. The notice shall be in the following form:

**SIDEWALK NOTICE  
BUILDING DEPARTMENT**

Charter Township of Blackman

\_\_\_\_\_, 20

To Whom It May Concern:

Take notice that by order of the Township Board you are required to construct a sidewalk, crosswalk or driveway on the side of \_\_\_Street/Road, in front of or adjoining such lot, lots or parts of lot numbers (insert description) as are owned by you or in which you have an interest, within 30 days from the date hereof, or in default thereof the same will be constructed by the Building Department and the expense thereof, together with the cost of advertising, will be assessed against lot, lots or parts of lots.

\_\_\_\_\_  
Zoning Administrator

- F. Every owner or party in interest of any lot or parcel of land, when notified by the Zoning Administrator to build or rebuild sidewalks, crosswalks or driveways in accordance with the ordinances of the Township, shall promptly comply with the notice and construct or reconstruct the sidewalks, crosswalks or driveways within the time specified in the notice, the Building Department shall construct or reconstruct the sidewalks, crosswalks or driveways as soon as practical. The cost thereof, including advertising, shall be assessed against the lot, lots or parts of lots where such sidewalks, crosswalks or driveways were constructed or reconstructed. If suit or other proceedings are brought against the Township, and if the Township is

compelled to pay damages for injuries to any person on account of neglect, such owner or party in interest shall be liable to the Township for the amount of damages so paid, and the same may be collected, if necessary, by suit in the proper court, provided the street is legally opened.

**§ 55-57. Construction by Township; special assessments.**

- A. If any person notified as provided in § 55-58 does not have constructed such sidewalk, crosswalk or driveway within the time mentioned, the Building Department shall construct such sidewalk, crosswalk or driveway in front of or adjoining the premises of the person so in default. The Building Department shall then ascertain the cost and expense of the construction of the sidewalk, crosswalk or driveway and prepare for the Supervisor a report in the form of a tentative assessment roll. The tentative roll shall be made as designated by the Supervisor and shall show the exact amount according to cost and expense that should be assessed against each parcel of land for the sidewalk, crosswalk or driveway so constructed. The Township shall proceed to the completion of the assessment roll from the facts contained in the tentative roll, in legal and proper form, and assess the amount so recorded against the owner or party in interest upon the lot, lots or parts of lots fronting or adjoining the sidewalk, crosswalk or driveway so laid and in proportion to the number of square feet constructed.
- B. Upon the completion of the roll, the Supervisor shall give notice by one publication in the official newspaper of the Township and by first class U.S. Mail sent to each owner of property affected according to the current assessment roll of the Township that such roll is completed and will remain in his office for 12 days from the date of publication of the notice for the inspection of all concerned. The notice shall be as follows:

**SIDEWALK ASSESSMENT NOTICE  
OFFICE OF THE SUPERVISOR**

Charter Township of Blackman  
\_\_\_\_\_, 20

To Whom It May Concern:

Take notice that sidewalk assessment(s) roll No. \_\_\_\_\_ Pages \_\_\_\_\_, inclusive, for defraying the cost and expense of constructing cement sidewalks hereinafter described, has been prepared and is now open for inspection, revision or correction in this office, and will be presented to the Township Board at a meeting thereof, to be held on the \_\_\_\_\_ day of, 20.

The lot or lots described in each roll have been assessed for the cost and expense of constructing the walk-in front of or adjoining the parcels named in such rolls.

Roll No. \_\_\_\_\_ Lot No. \_\_\_\_\_ (Describe same)

Roll No. \_\_\_\_\_ Lot No. \_\_\_\_\_ (Describe same)

**SIDEWALK ASSESSMENT NOTICE  
OFFICE OF THE SUPERVISOR**

Notice is hereby given that an assessment has been made upon all the lots and premises liable to be assessed for said improvement; that a roll of said assessments is now completed and will remain at the Supervisor's office in the Charter Township of Blackman for 15 days from the date of first publication of this notice, that is, from the date hereof until the \_\_\_\_\_ day of, 20 at \_\_\_\_\_ m., at his office in the Township Hall, and will remain in for a period of six hours on said day, to hear any person or persons desiring to object to any assessments so made, and to review and correct the same, if correction thereof be found necessary.

Any person desiring to object to any assessment so made may, upon filing with the Township Clerk at any time prior to the date last mentioned above, a written protest to be heard before the Board and have his or her said assessment reviewed by said Board. Any person having an interest in the property subject to the proposed special assessment may file a written appeal of the special assessment with the State Tax Tribunal within 30 days after confirmation of the special assessment roll if that special assessment was protested at the hearing.

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

- C. The Supervisor, upon the last date mentioned in the notice, which date shall be at least 15 days after the publication of the same, and after any needful correction or revision of such roll, shall transmit the roll to which shall be attached the affidavit of publication of the assessment notice, together with the report of the Building Department, to the Board for confirmation. Upon the conformation of the roll, the same shall be transmitted to the Township Treasurer for collection.
- D. The assessment roll shall contain a list of lots, parts of lots or parcels of land assessed thereon as provided in this section, and the total amount assessed thereon shall be due and payable 30 days after the assessment roll is confirmed by the Board. If the assessment is not paid within the



time stated, a penalty of 5% of the amount of assessment, in addition to interest on the assessment at the rate of 6% per year from the date the assessment roll was confirmed by the Board, shall be attached thereto. Assessment so levied shall be a lien upon the lots, parts of lots or parcels of land until paid and, in default of payment of the assessment, the lots, parts of lots or parcels of land so assessed may be sold thereafter in the manner as provided by law for the sale of land for unpaid special assessments.

**ARTICLE IX**  
**Sidewalk Cleaning; Snow and Ice Removal**

**§ 55-58. Title.**

This article shall be known as the "Sidewalk Cleaning Ordinance."

**§ 55-59. Purpose.**

The purpose of this article is to promote the public health, safety, and welfare for the residents of the Charter Township of Blackman by keeping sidewalks clean from ice and snow.

**§ 55-60. Definitions.**

As used in this article, the following terms shall have the meanings indicated:

**SIDEWALK** — the portion of the street right-of-way designed for pedestrian travel.

**§ 55-61. Duty to remove snow and ice; removal by Township; costs.**

- A. The occupant of every lot or premises adjoining any street, or the owner of such lot or premises, if the same is not occupied, shall clear accumulations of ice and snow constituting a threat to the public safety from sidewalks adjoining such lot or premises.
- B. Whenever, in the judgment of the Township Board or its authorized representative, there exists an accumulation of ice and/or snow upon sidewalks constituting a threat to the public safety, which accumulation has not been cleared for a period of 24 hours, the Township Board or its authorized representative may cause such accumulation to be cleared forthwith, and the costs thereof to be reported to the Township Assessor for the purposes of assessment against the premises as a special assessment as provided by law. If the Township Board does not, by resolution, designate an authorized representative then the Township Supervisor shall be the Township Board's authorized representative.

**§ 55-62. Violations and penalties.**

The failure of any occupant or owner (if the premises is unoccupied) to clear accumulations of ice and snow from sidewalks adjoining his property, in accordance with the requirements of this section, shall be a misdemeanor punishable by up to 90 days in jail and/or a fine not to exceed \$500.

**Part 7 Used  
Car Lots**

**ARTICLE X  
Used Car Lot Operation**

**§ 55-63. Definitions.**

As used in this article, the following terms shall have the meanings indicated:

**JUNKER** — Any motor vehicle which has been disassembled, dismantled or damaged to the extent that it cannot operate under its own power and which requires major repairs or the installation of major parts to render it operable.

**USED CAR LOT** — any place where used motor vehicles are displayed and offered for sale in the open.

**§ 55-64. License required.**

Any person operating or maintaining a used car lot in the Charter Township of Blackman shall obtain an annual license for such operation or maintenance from the Township Board.

**§ 55-65. License fee.**

The fee for such license shall be set by resolution of the Township Board but shall not be less than \$50 per year.

**§ 55-66. Application for license.**

The application for such license shall be available at, and submitted to, the Township Clerk's office. The Township Board shall review said application.

**§ 55-67. Rules, regulations and conditions.**

All licenses issued under this article shall be issued subject to the following rules, regulations and conditions:

- A. All sites for which a license shall have been granted under the provisions of this article shall be maintained in a neat, clean and orderly manner. The provisions of the Zoning Ordinance, as the same now exist or as they may be hereafter amended or supplemented, establishing minimum setback,

side yard and rear yard requirements, shall apply to the parking or display of used motor vehicles on open premises. No motor vehicle, trailer, semitrailer, trailer coach or any other type of

Vehicle shall be parked in such manner, or in such a place, as to prevent free and unobstructed vision to motorists driving from adjacent streets, alleys or private driveways onto intersecting streets.

- B. It shall be a violation of this article for any person to display or expose for sale any used motor vehicle which is in such state of disrepair, in such mechanical condition, or without required equipment, as to be unsafe for operation on the public highways, or which would constitute a violation of law if the same were operated upon a public highway, within the meaning of Act 300 or the Public Acts of 1949. The presence of such a motor vehicle upon the premises, unless the same is being held for the purposes of repair, shall be deemed prima facie a display or exposure for the purpose of sale.
- C. The conducting of a used car lot shall be subject to all the pertinent provisions of the Zoning Ordinance of the Charter Township of Blackman. The repairing or servicing of motor vehicles, except as to minor repairs strictly incidental to the operation of used car lot, shall be considered as the operation of a public garage and forbidden unless a permit for the same is obtained under the appropriate provisions of the Zoning Ordinance. The dismantling or disassembling of motor vehicles or the display of "junkers" is forbidden.

#### **§ 55-68. Suspension or revocation of license.**

The Township Board shall have authority to revoke or suspend any license issued under the terms hereof, for such period and under such conditions as the circumstances justify, for any of the following reasons:

- A. Violation of any of the terms of this article.
- B. The conducting of any business subsidiary or appurtenant to the used motor vehicle business in violation of the Zoning Ordinance or any other applicable ordinance of the Charter Township of Blackman.
- C. The false statement of a material fact in the license application.
- D. Fraudulent conduct in connection with the sale or transfer of any used motor vehicle.
- E. Diversion, conversion, misappropriation or embezzlement of any funds paid to the licensee as consideration, or part consideration, for the purchase price of a used motor vehicle.
- F. Revocation by the Secretary of State of the dealer's license issued by

the Secretary of State.

**§ 55-69. Violations and penalties.**

Any person who violates this article shall be guilty of a misdemeanor, punishable by a fine of not more than \$500 or up to 90 days in jail, or both.

**Part 8 Numbering  
of Buildings**

**ARTICLE XI  
House Numbering**

**§ 55-70. Title.**

The title of this article shall be known as "House Number Regulation."

**§ 55-71. Purpose.**

The purpose of this article is to promote public health, safety and general welfare within the Charter Township of Blackman.

**§ 55-72. House number display.**

Owners and users of improved real estate in the Charter Township of Blackman shall display address numbers that are in block form and a minimum of 3-inches in height and clearly visible from the main road, highway, or thoroughfare that is adjacent to the real estate and/or a reflective sign with 3-inch numbers at the roadway. These address numbers shall be affixed to a building on a side facing the road or on a post or pole near the property line adjacent to the main road, height or thoroughfare and in a color that contrasts with the background material to which the numbers are affixed. Private drives or neighborhoods with addressed grouped at a central location, must have house numbers clearly identified at the house as well. All numbers are to be of a contrasting color and plainly visible.

**§ 55-73. Violations and penalties.**

Any person who violates this article shall be guilty of a misdemeanor punishable by a fine of not more than \$500 or up to 90 days in jail, or both.

**Part 9  
Inoperable Vehicles**

**ARTICLE XII  
Dismantled or Inoperable Vehicles**

**§ 55-74. Purpose.**

It is hereby determined to be necessary for the public health, safety and welfare of the Charter Township of Blackman, County of Jackson, and State of Michigan, to regulate and control the storage of dismantled, partially dismantled or inoperable motor vehicles or parts thereof.

**§ 55-75. Storage of dismantled or inoperable vehicles.**

No person, firm or corporation, except tow yards, shall park or store, or allow to be parked or stored, except in a fully enclosed building, any dismantled, partially dismantled or inoperable motor vehicle or parts thereof on any premises in the Charter Township of Blackman, unless such premises shall be duly licensed under the provisions of Article IV, Junkyard Businesses, of this chapter, for a period of more than seven days continuously, and no person, firm or corporation shall permit any dismantled, partially dismantled or inoperable motor vehicle or parts thereof to remain outside of a fully enclosed building on any premises in the Charter Township of Blackman unless such premises is duly licensed under the provisions of the Township Zoning Ordinance, and such outside storage is specifically permitted for that use by the Township Zoning Ordinance.

**§ 55-76. Declaration of public nuisance.**

The presence of any dismantled, partially dismantled or inoperable motor vehicle or parts thereof outdoors on any premises in the Charter Township of Blackman not duly licensed under Article IV, Junkyard Businesses, of this chapter, is hereby declared to be a public nuisance.

**§ 55-77. Definitions.**

- A. As used in this article, the following terms shall have the meanings indicated:

**DISMANTLED AND PARTIALLY DISMANTLED MOTOR VEHICLE —**  
Any motor vehicle from which some part or parts which are ordinarily a component of such motor vehicle has been removed or is missing.

**INOPERABLE MOTOR VEHICLE —** Any motor vehicle which, by reason of dismantling, disrepair or other cause, is incapable of being propelled under its own power.

**MOTOR VEHICLE —** any wheeled vehicle which is self-propelled or intended to be self-propelled

- B. Any motor vehicle which does not bear a currently effective license issued by the State of Michigan or which does not comply with the State Motor Vehicle Code as required for operation on the public highways of this state shall be considered an inoperable motor vehicle.

**§ 55-78. Violations and penalties.**

Any person who violates this article shall be guilty of a misdemeanor, punishable by a fine of not more than \$500 or up to 90 days in jail, or both.

**§ 55-79. Enforcement responsibility.**

The Township Board, by its duly constituted officers, or the duly appointed attorney for the Township may cause complaint to be made for the violation of the provisions hereof.

**§ 55-80. Legal procedure.**

In addition, the Township Board, by its duly constituted officers, or any resident or property owner of the Township may institute appropriate court proceedings to enjoin, abate and remove any motor vehicle that violates the provisions of this article.

**§ 55-81. Cumulative penalties.**

The remedies and penalties provided herein are cumulative and in addition to other remedies provided.

**Part 10**

**Quarries and Gravel Pits**

**ARTICLE XIII**

**Quarries and Gravel Pits**

**§ 55-82. Intent.**

This article is intended to provide safety regulations for the operation of quarries to minimize accidents, protect children from an attractive nuisance, to minimize dust and air pollution from such operations, and to regulate hours of operation to minimize adverse effects upon neighboring uses.

**§ 55-83. Definitions.**

As used in this article, the following terms shall have the meanings indicated:

**QUARRY** — Any pit, excavation, or mining operation for the purpose of searching for or removing from the premises any earth, coal, rock, sand, gravel, clay, stone, slate, marble, or other nonmetallic mineral in excess of 50 cubic yards in any

calendar year, but shall not include an excavation preparatory to the construction of a structure or public highway.

**§ 55-84. Hours and days of operation.**

The removal, processing or hauling of material in operation of the quarry shall be conducted during times as set by the Township Board of Trustees.

**§ 55-85. Inspectors.**

The duly authorized officials or employees of the Charter Township of Blackman bearing proper credentials and identification, shall be permitted to enter upon all properties for the purpose of inspector observation, measurement, and all other duties necessary to enforce this article, in accordance with provisions of this article any time during reasonable or usual business hours.

**§ 55-86. Nuisance.**

Any violation of any provision of this article shall constitute a nuisance per se and subject the operator to revocation of his license after a hearing to establish the violation.

**§ 55-87. Notice to cease violation.**

Any person violating any provision of this article shall be notified in writing by the Township Supervisor, Township Building Inspector, Township Zoning Coordinator, or such person designated by the Township Supervisor to give such notices of the nature of such violation and allowed a reasonable time to correct such violation. Any officer, agent, or employee guilty of aiding or abetting a person in such violation, or being responsible therefor, refuses or neglects to take corrective action, shall be guilty as a principal.

**§ 55-88. Civil liability.**

Any person violating any of the provisions of this article shall be liable to the Charter Township of Blackman for any expense, loss or damage incurred by the Township by reason of such violation, and recovery therefor may be had in an appropriate action in any court of competent jurisdiction.

**§ 55-89. Abatement inequity.**

Any continued violation, after due notice as provided herein, shall be deemed a public nuisance, and may be abated by suit in equity by the Township in any court of competent jurisdiction. This remedy shall be in addition to any other available remedy.

**§ 55-90. Violations and penalties.**

Any person who violates any provision of this article shall, upon conviction thereof, be fined not more than \$500 or jailed for not more than 90 days, or by both.

**§ 55-91. License fee.**

The Township Board by resolution shall establish an annual license fee, not less than \$25.00, from time to time to defray the costs of administering the provisions of this article.

**Part 11****ARTICLE XIV****Outdoor Wood-Fired Boilers****§ 55-92. Title.**

The title of this article shall be known as the "Outdoor Wood-Fired Boilers Ordinance."

**§ 55-93. Purpose.**

The purpose of this article is to adopt a code and rules governing outdoor wood-fired boilers within the Charter Township of Blackman.

**§ 55-94. Provisions and use regulations; permit required.**

An outdoor wood-fired boiler may be installed and used in the Charter Township of Blackman only in accordance with all of the following provisions:

- A. The outdoor wood-fired boiler shall be installed and used only in an area zoned for agricultural use.
- B. The outdoor wood-fired boiler shall not be in use to burn refuse or lawn debris.
- C. The outdoor wood-fired boiler shall be located at least 100 feet from the nearest building which is not on the same property as the outdoor wood-fired boiler.
- D. The outdoor wood-fired boiler shall have a chimney that extends at least 15 feet above the ground surface. The chimney shall extend at least as high above the ground surface as the height of the roofs of all such residents. The Director of Public Safety or his/her designated person(s) may approve a lesser height on a case-by-case basis if necessary, to comply with manufacturer's recommendations and if the smoke from the lower chimney height does not create a nuisance for neighbors. This approval may be revoked by the Director of Public Safety or his/her designated person(s) upon compelling evidence.
- E. The outdoor wood-fired boiler shall be UL listed and the appropriate permits shall be obtained prior to installation.
- F. The owner of the outdoor wood-fired boiler shall obtain an annual



permit from the Township Building Department in accordance with this article. Any fees associated with such permit shall be set by Township resolution and may be changed from time to time as necessary but shall not be less than \$25.00 per year.

**§ 55-95. Violations and penalties.**

Any person who violates any provision of this article shall, upon conviction thereof, be fined not more than \$500 or jailed for not more than 90 days, or by both.

# I.T. RIGHT

Information Technology Solutions that  
Work for Local Government

5815 East Clark Rd Suite G  
Box 160  
48808 Bath  
United States

QUOTE

Number ITRQ16944  
Date Apr 13, 2020

**Sold To**

**Blackman Township**  
Francine Powell  
1996 W Parnall Road  
49201 Jackson

**Ship To**

**Blackman Township**  
Francine Powell  
1996 W Parnall Road  
49201 Jackson

**From The Desk Of**



**mallen**  
855-487-4448  
mallen@itright.com

**Phone** 517-990-8231  
**Fax**

**Phone** 517-990-8231  
**Fax**

Here is the quote you requested.

Terms	P.O. Number	Ship Via
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Line	Qty	Description	Unit Price	Ext. Price
1	3	PC Mid-range: - ASUS PRIME H310M-A - mATX - Intel H310 Chipset - 4x SATA3 6Gb/s - 1x M.2 - Six-Core Intel Core i5-9400 2.90GHz 9MB Cache - CRUCIAL 8GB PC4-19200 2400MHz - In Win Z589 - mATX Mini Tower - USB 3.0 - 350 Watt Power Supply - Black - Included Power Supply (Chassis must include power to select this option) - 250GB Crucial MX500 M.2 SATA 6.0Gb/s Solid State Drive - LG 24x Super Multi DVD+/-RW with M-DISC (SATA) - Integrated Video (Included with Motherboard) - Logitech Desktop MK120 Keyboard and Mouse - Microsoft Windows 10 Professional with Recovery Partition and DVD (DPK) (OA) - Three Year Warranty with Advanced Parts Replacement and RSL - Embed Serial # in BIOS via ASUS Tool	\$780.00	\$2,340.00
2	3	Office Home & Business 2019 Microsoft Corporation One-time purchase for 1 PC or Mac Classic 2019 versions of Word, Excel, PowerPoint, OneNote, and Outlook (Optional - SELECTED)	\$249.00	\$747.00
3	3	Office 365 Business Premium Annual license (Optional)	\$150.00	\$450.00
4		Laptop Option - Deputy Treasurer		

DECLINED

\* For orders over \$5000, payment for the hardware/software is required prior to processing the order.

Line	Qty	Description	Unit Price	Ext. Price
5	1	Certera 8518S Laptop - 15.6" 1920x1080 Full HD 16:9 Panel - Intel 8th Gen Core Processor - Intel UHD Graphics - Six-Core Intel Core i5-9400 2.90GHz 9MB Cache - Crucial 8GB PC4-19200 2400MHz DDR4 SODIMM - 250GB Crucial MX500 M.2 SATA 6.0Gb/s Solid State Drive - Intel HD Graphics (Integrated Graphics) - Intel Dual Band Wireless-AC 9560 (802.11ac) with Bluetooth (included) - Microsoft Windows 10 Professional with Recovery Partition and DVD (DPK) (OA) - 1 Year Notebook SourceCode Warranty	\$1,046.25	\$1,046.25
6	1	Office Home & Business 2019 Microsoft Corporation One-time purchase for 1 PC or Mac Classic 2019 versions of Word, Excel, PowerPoint, OneNote, and Outlook (Optional - SELECTED)	\$249.00	\$249.00
7	1	Office 365 Business Premium Annual license (Optional) Declined	\$150.00	\$150.00

\* For orders over \$5000, payment for the hardware/software is required prior to processing the order.

Please contact me if I can be of further assistance.

<b>SubTotal</b>	\$4,382.25
<b>Tax</b>	\$0.00
<b>Shipping</b>	\$0.00
<b>Total</b>	<b>\$4,382.25</b>

0.00  
~~1,046.25~~  
 0.00  
 0.00  
 0.00  
 2,747.00  
 747.00  
 1,046.25  
 249.00  
 1,046.25  
 0.00  
 4,382.25

\* For orders over \$5000, payment for the hardware/software is required prior to processing the order.



**Proposal for Blackman Township Public Safety**

**ID:**50161

**Date:** 4/15/2020

**To:**

Blackman Township  
Scott Grajewski  
1190 West Parnall Rd  
Jackson, MI 49201

**Job Location:**

Blackman Township Public  
Safety  
Scott Grajewski  
1996 W Parnall Rd  
Jackson, MI 49201

**Proposal By:**

Doug Warren  
DUCTZ of Mid Michigan  
1822 Spring Arbor Rd  
Jackson, MI 49203

**Email:**

sgrajewski@blackmantwp.c  
om

**Phone:** 517-499-6692

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The HVAC components specified for this project are inventoried below. This proposal contains highly accurate information about your project in three (3) separate sections and concludes with a final price for performing the services indicated. The first section supplies gross totals of each mechanical component to be serviced. The second section identifies the exact task to be performed for each component. The third section describes in a narrative format, each component and what tasks we will perform during servicing. This DUCTZ proposal integrates standards and guidelines from the National Air Duct Cleaners Association (NADCA), the Environmental Protection Agency (EPA) and the Indoor Air Quality Association (IAQA). A senior project manager holding both a Certified Air Duct Cleaning Specialist and a Certified Indoor Environmentalist designation conducts project oversight. Due to the exacting nature of our data and the labor it takes to prepare a proposal of this type we do not allow distribution of this data in any form unless express written permission is granted.

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**The following are the total amounts of each duct system component to be serviced:**

500 Linear feet of Metal Duct - Uninsulated  
3 Air Handler Unit(s) (2-5 Ton Range)

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**We will perform the following tasks:**

Cleaning of Components	3 x Air Handler Unit(s) (2-5 Ton Range)
DUCTZ BBJ Fresh Duct	3 x Air Handler Unit(s) (2-5 Ton Range)
Cleaning of Components	500 linear feet (estimated) of Metal Duct - Uninsulated

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**System Component and Task Specifications**

**Air Handler Unit(s) (2-5 Ton Range)**

The 2-5 ton designation identifies the physical size range of the cooling/heating unit.

### **Cleaning of Components**

All internal airside components including the evaporator coil, drain pan, blower wheel, and housing, heating components, and fiberglass liner are HEPA vacuumed. Wet or NADCA Type 2 cleaning methods are used for evaporator coils, blower components and drain pans using coil cleaner. Two applications of coil cleaner are used to loosen impacted particulate from within the coils.

Note: Not all evaporator coils can be restored to original condition. Some coils require restoration beyond this initial process. The process of reconditioning a coil from embedded particulate back to its original design criteria can take several separate cleanings over a period of time to dislodge embedded particulate. This determination can only be made after the initial restoration process has been completed.

During the cleaning process of this component we will be utilizing provisions from the following national standards:

NADCA ACR 2013:4.7 Air-Handling Unit (AHU) Cleaning: It is recommended that air-handling coils, fans, condensate pans, drains, and similar non-porous surfaces be wet cleaned in conjunction with mechanical methods.

4.12 Coil Surface Cleaning: When coil cleaning is performed, both upstream and downstream sides of each coil section shall be accessed for cleaning. When both sides of a coil are not accessible for cleaning then removal and/or replacement may be required.

4.12.1.3 When the metal fins of the coil are damaged, deteriorating or showing signs of corrosion, replacement may be necessary. If cleaning will result in further damage to the coil, replacement is recommended.

4.12.4 Type 2 Coil Cleaning (Wet Cleaning): Type 2 cleaning methods are appropriate for removing adhered debris on all coil, drain pan, and drain line surfaces. Type 2 cleaning shall be performed after the non-adhered substance has been removed using Type 1 methods. Type 2 cleaning may include the following methods:

4.12.4.1 The condensate drain pan and drain line shall be cleaned and flushed. The condensate drain pan shall be inspected to verify proper drainage operation before and after cleaning.

### **DUCTZ BBJ Fresh Duct**

Surfaces of the 2-5 ton air handler will be treated with DUCTZ BBJ FreshDuct Odor Eliminator. This product encapsulates odors at the source. The product is specially formulated to eliminate smoke, pet, human, cooking, spoilage, musty, and other foul odors on all types of HVAC surfaces.

With its special formulation, FreshDuct controls odors without using perfumes or oils that may add to indoor air pollution; it infiltrates and neutralizes odors at the source. FreshDuct contains BBJ Enviro-Gard, an encapsulation control agent that controls odors by both encapsulating and breaking down odor molecules, while time releasing a fresh fragrance. BBJ FreshDuct Odor Eliminator leaves the air fresh and clean. It is formulated with non-toxic and readily biodegradable ingredients meaning there is no need to evacuate the premises during application.



## **Metal Duct - Uninsulated**

This type of duct is constructed of galvanized metal with no inner or outer vapor barrier. They are generally found on cooling/heating systems that utilize a ceiling or free draw return. Metal duct surfaces allow the most aggressive tools to be employed during remediation.

### **Cleaning of Components**

The mechanical system is shut down during the cleaning process. Engineering controls will be established to prevent cross contamination. Ducts are accessed through existing service openings or fabricated openings created by DUCTZ. These openings allow maximum closure strength and preserve structural integrity of the duct system. HEPA-filtered contact vacuuming is combined with aggressive cleaning methods using air whips, air sweeps, pneumatic driven brushes, cable driven brushes and robotics. The cleaning is conducted with HEPA filtered negative air machines to prevent cross-contamination and capture particulate. The remediation process begins with mechanically dislodging debris from the duct walls. Air velocity is maintained within the duct to transport particles to the collection device. Various pneumatic sweeping tools assist in particle movement. This cleaning method is repeated section by section until national standards have been met.

During the cleaning process of this component we will be utilizing provisions from the following national standards:

NADCA ACR 2013:4.1 Negative Duct Pressurization: Prior to and throughout the duration of the cleaning process, the HVAC system and associated air duct shall be kept at an appropriate negative pressure differential relative to the indoor non-work area. This negative pressure differential shall be maintained between the portion of the HVAC duct system being cleaned and surrounding indoor occupant spaces.

4.1.1 Verifying Negative Pressure Differential: Under all circumstances, you shall verify pressurization differential during the project.

4.1.2 Equipment Exhausting Indoors: When utilizing vacuum collection equipment exhausting indoors it shall be HEPA-filtered and be capable of retaining dislodged debris.

4.1.3 Equipment Exhausting Outdoors: All equipment used to create negative duct pressurization that does not have HEPA filtration shall be exhausted outdoors.

4.8 Air Duct Cleaning: Air ducts shall be cleaned to remove all non-adhered substances and shall be capable of passing NADCA cleanliness verification tests.

4.8.1 Air ducts shall be accessed through service openings in the system that are large enough to accommodate mechanical cleaning procedures and allow for cleanliness verification.

4.8.2 Air ducts shall be cleaned using mechanical agitation methods to remove particulate, debris, and surface contamination.

4.8.3 Dislodged substances shall be captured with a vacuum collection device.

4.8.4 Cleaning activities shall not damage any HVAC components.

4.9 Dampers: Dampers and any air-directional mechanical devices shall have their position marked prior to cleaning and shall be restored to their marked position after cleaning.

ACCA HVAC Restoration 2007:5.9.8a "Interior surfaces of non porous rigid ducts (i.e., metal or PVC) shall be cleaned using proper aggressive techniques designed to dislodge accumulated debris on the interior surfaces without damaging the surfaces being cleaned. Tools and equipment used to clean surfaces should also be capable of suspending and moving dislodged fine particulate allowing it to be transported back to the high volume particulate collectors. This processes shall be accomplished though the use of cable, rod or pneumatic driven brushing tools, pneumatically powered air whipping devices, and/or direct contact brushing with either a HEPA filter canister vacuum or hand brushing while the duct is maintained at a pressure differential lower than the occupied or conditioned space. All internal surfaces of the duct must be physically cleaned to a visually uniform condition.

"Safety - DUCTZ is trained in lock-out/tag-out, MSDS, hazardous communications, safety, respirators, ladders, and other job-related issues. DUCTZ safety program manual is available to you upon request. We recommend pre-informing all building occupants when remediation will occur. Odor problems within a facility cannot always be eliminated. However, they are generally reduced when the HVAC unit or duct system is the cause. Security systems and/or protocols may be altered while performing our service. When alternative systems are needed due to these criteria, it will be the owners, owner's representative or contracting agent's responsibility to coordinate.

---

This job will be conducted as 1st weekday

The terms set forth in this proposal are valid through 5/15/2020

Payment terms: Net 30

The price to perform the stated work is	\$2,500.00
<b>Total Price</b>	<b>\$2,500.00</b>

Sales Tax Not Included

---

Accepted by:  
Scott Grajewski

Accepted by:  
DUCTZ of Mid Michigan  
License #7117147

---



## Proposal for Township Offices

**ID:**50160

**Date:** 4/15/2020

**To:**

Blackman Township  
1190 West Parnall Rd  
Jackson, MI 49201

**Job Location:**

Blackman Township  
Scott Grajewski  
1190 West Parnall Rd  
Jackson, MI 49201

**Proposal By:**

Doug Warren  
DUCTZ of Mid Michigan  
1822 Spring Arbor Rd  
Jackson, MI 49203

**Phone:** 517-789-5560

**Contact:** 517-789-5560

**Phone:** 517-499-6692

**Email:**

sgrajewski@blackmantwp.c  
om

---

The HVAC components specified for this project are inventoried below. This proposal contains highly accurate information about your project in three (3) separate sections and concludes with a final price for performing the services indicated. The first section supplies gross totals of each mechanical component to be serviced. The second section identifies the exact task to be performed for each component. The third section describes in a narrative format, each component and what tasks we will perform during servicing. This DUCTZ proposal integrates standards and guidelines from the National Air Duct Cleaners Association (NADCA), the Environmental Protection Agency (EPA) and the Indoor Air Quality Association (IAQA). A senior project manager holding both a Certified Air Duct Cleaning Specialist and a Certified Indoor Environmentalist designation conducts project oversight. Due to the exacting nature of our data and the labor it takes to prepare a proposal of this type we do not allow distribution of this data in any form unless express written permission is granted.

---

**The following are the total amounts of each duct system component to be serviced:**

500 Linear feet of Flexible Ductwork  
550 Linear feet of Metal Duct - Uninsulated  
3 Air Handler Unit(s) (2-5 Ton Range)  
75 Lay In Type Diffuser

---

**We will perform the following tasks:**

Cleaning of Components	3 x Air Handler Unit(s) (2-5 Ton Range)
DUCTZ BBJ Fresh Duct	3 x Air Handler Unit(s) (2-5 Ton Range)
Cleaning of Components	550 linear feet (estimated) of Metal Duct - Uninsulated
Cleaning of Components	500 linear feet (estimated) of Flexible Ductwork
Cleaning of Components	75 x Lay In Type Diffuser

---



## **System Component and Task Specifications**

### **Air Handler Unit(s) (2-5 Ton Range)**

The 2-5 ton designation identifies the physical size range of the cooling/heating unit.

#### **Cleaning of Components**

All internal airside components including the evaporator coil, drain pan, blower wheel, and housing, heating components, and fiberglass liner are HEPA vacuumed. Wet or NADCA Type 2 cleaning methods are used for evaporator coils, blower components and drain pans using coil cleaner. Two applications of coil cleaner are used to loosen impacted particulate from within the coils.

Note: Not all evaporator coils can be restored to original condition. Some coils require restoration beyond this initial process. The process of reconditioning a coil from embedded particulate back to its original design criteria can take several separate cleanings over a period of time to dislodge embedded particulate. This determination can only be made after the initial restoration process has been completed.

During the cleaning process of this component we will be utilizing provisions from the following national standards:

NADCA ACR 2013:4.7 Air-Handling Unit (AHU) Cleaning: It is recommended that air-handling coils, fans, condensate pans, drains, and similar non-porous surfaces be wet cleaned in conjunction with mechanical methods.

4.12 Coil Surface Cleaning: When coil cleaning is performed, both upstream and downstream sides of each coil section shall be accessed for cleaning. When both sides of a coil are not accessible for cleaning then removal and/or replacement may be required.

4.12.1.3 When the metal fins of the coil are damaged, deteriorating or showing signs of corrosion, replacement may be necessary. If cleaning will result in further damage to the coil, replacement is recommended.

4.12.4 Type 2 Coil Cleaning (Wet Cleaning): Type 2 cleaning methods are appropriate for removing adhered debris on all coil, drain pan, and drain line surfaces. Type 2 cleaning shall be performed after the non-adhered substance has been removed using Type 1 methods. Type 2 cleaning may include the following methods:

4.12.4.1 The condensate drain pan and drain line shall be cleaned and flushed. The condensate drain pan shall be inspected to verify proper drainage operation before and after cleaning.

#### **DUCTZ BBJ Fresh Duct**

Surfaces of the 2-5 ton air handler will be treated with DUCTZ BBJ FreshDuct Odor Eliminator. This product encapsulates odors at the source. The product is specially formulated to eliminate smoke, pet, human, cooking, spoilage, musty, and other foul odors on all types of HVAC surfaces.

With its special formulation, FreshDuct controls odors without using perfumes or oils that may add to indoor air pollution; it infiltrates and neutralizes odors at the source. FreshDuct contains BBJ Enviro-Gard, an encapsulation control agent that controls odors by both encapsulating and breaking down odor molecules, while time releasing a fresh fragrance. BBJ FreshDuct Odor

Eliminator leaves the air fresh and clean. It is formulated with non-toxic and readily biodegradable ingredients meaning there is no need to evacuate the premises during application.

### **Metal Duct - Uninsulated**

This type of duct is constructed of galvanized metal with no inner or outer vapor barrier. They are generally found on cooling/heating systems that utilize a ceiling or free draw return. Metal duct surfaces allow the most aggressive tools to be employed during remediation.

#### **Cleaning of Components**

The mechanical system is shut down during the cleaning process. Engineering controls will be established to prevent cross contamination. Ducts are accessed through existing service openings or fabricated openings created by DUCTZ. These openings allow maximum closure strength and preserve structural integrity of the duct system. HEPA-filtered contact vacuuming is combined with aggressive cleaning methods using air whips, air sweeps, pneumatic driven brushes, cable driven brushes and robotics. The cleaning is conducted with HEPA filtered negative air machines to prevent cross-contamination and capture particulate. The remediation process begins with mechanically dislodging debris from the duct walls. Air velocity is maintained within the duct to transport particles to the collection device. Various pneumatic sweeping tools assist in particle movement. This cleaning method is repeated section by section until national standards have been met.

During the cleaning process of this component we will be utilizing provisions from the following national standards:

NADCA ACR 2013:4.1 Negative Duct Pressurization: Prior to and throughout the duration of the cleaning process, the HVAC system and associated air duct shall be kept at an appropriate negative pressure differential relative to the indoor non-work area. This negative pressure differential shall be maintained between the portion of the HVAC duct system being cleaned and surrounding indoor occupant spaces.

4.1.1 Verifying Negative Pressure Differential: Under all circumstances, you shall verify pressurization differential during the project.

4.1.2 Equipment Exhausting Indoors: When utilizing vacuum collection equipment exhausting indoors it shall be HEPA-filtered and be capable of retaining dislodged debris.

4.1.3 Equipment Exhausting Outdoors: All equipment used to create negative duct pressurization that does not have HEPA filtration shall be exhausted outdoors.

4.8 Air Duct Cleaning: Air ducts shall be cleaned to remove all non-adhered substances and shall be capable of passing NADCA cleanliness verification tests.

4.8.1 Air ducts shall be accessed through service openings in the system that are large enough to accommodate mechanical cleaning procedures and allow for cleanliness verification.

4.8.2 Air ducts shall be cleaned using mechanical agitation methods to remove particulate, debris, and surface contamination.

4.8.3 Dislodged substances shall be captured with a vacuum collection device.

4.8.4 Cleaning activities shall not damage any HVAC components.

4.9 Dampers: Dampers and any air-directional mechanical devices shall have their position marked prior to cleaning and shall be restored to their marked position after cleaning.

ACCA HVAC Restoration 2007:5.9.8a "Interior surfaces of non porous rigid ducts (i.e., metal or PVC) shall be cleaned using proper aggressive techniques designed to dislodge accumulated debris on the interior surfaces without damaging the surfaces being cleaned. Tools and equipment used to clean surfaces should also be capable of suspending and moving dislodged fine particulate allowing it to be transported back to the high volume particulate collectors. This processes shall be accomplished though the use of cable, rod or pneumatic driven brushing tools, pneumatically powered air whipping devices, and/or direct contact brushing with either a HEPA filter canister vacuum or hand brushing while the duct is maintained at a pressure differential lower than the occupied or conditioned space. All internal surfaces of the duct must be physically cleaned to a visually uniform condition.

### **Flexible Ductwork**

Flexible ducts are composed of a spiral-wound wire wrapped with a Mylar or vinyl coating. Small ducts range in size from 4" to 12" in diameter.

#### **Cleaning of Components**

The mechanical system is shut down during the cleaning process. Engineering controls will be established to prevent cross contamination. Access to the flexible duct is made through the boot connection or trunk line connection point. Rotating cable-driven brushes initially dislodge debris adhering to the inner wall of the flex duct. Self-propelling air sweeping tools are used to move the dislodged debris toward the HEPA filtered negative air machines. Note: Flex ductwork is never cut or pierced by DUCTZ to gain access.

During the cleaning process of this component we will be utilizing provisions from the following national standards:

NADCA ACR 2013:4.1 Negative Duct Pressurization: Prior to and throughout the duration of the cleaning process, the HVAC system and associated air duct shall be kept at an appropriate negative pressure differential relative to the indoor non-work area. This negative pressure differential shall be maintained between the portion of the HVAC duct system being cleaned and surrounding indoor occupant spaces.

4.1.1 Verifying Negative Pressure Differential: Under all circumstances, you shall verify pressurization differential during the project.

4.1.2 Equipment Exhausting Indoors: When utilizing vacuum collection equipment exhausting indoors it shall be HEPA-filtered and be capable of retaining dislodged debris.

4.1.3 Equipment Exhausting Outdoors: All equipment used to create negative duct pressurization that does not have HEPA filtration shall be exhausted outdoors.

4.8 Air Duct Cleaning: Air ducts shall be cleaned to remove all non-adhered substances and shall be capable of passing NADCA cleanliness verification tests.

4.8.1 Air ducts shall be accessed through service openings in the system that are large enough to accommodate mechanical cleaning procedures and allow for cleanliness verification.

4.8.2 Air ducts shall be cleaned using mechanical agitation methods to remove particulate, debris, and surface contamination.

4.8.3 Dislodged substances shall be captured with a vacuum collection device.

4.8.4 Cleaning activities shall not damage any HVAC components.

4.9 Dampers: Dampers and any air-directional mechanical devices shall have their position marked prior to cleaning and shall be restored to their marked position after cleaning.

4.2.12 Flexible Duct Systems: Service openings shall not be made in flexible ductwork.

ACCA HVAC Restoration 2007:5.9.8c "Flexible type ducts containing particulate and debris should be cleaned using tools that will not damage the interior surface of the duct. Flexible ductwork with visible biological growth shall be replaced. Replacement flexible ductwork shall meet local/state/Federal code requirements and manufacturer's installation instructions upon reinstallation."

5.10.3 "Flexible ducts should not be penetrated (i.e., cut through the Mylar surface) for cleaning. Flexible ductwork shall be accessed from either end's connection point, if it can be accessed in a manner that does not compromise the integrity of the duct."

### **Lay In Type Diffuser**

A lay-in diffuser is a register or grille-like facing which is designed specifically to be suspended by drop-ceiling grid work and then attached to the branch run or main duct through a flexible duct. These diffusers have the boot attachment for the ductwork connection and the register facing all as one unit requiring unique cleaning. All diffusers, grilles, and registers are first-line indicators of either dirty mechanical systems or free-floating debris in the room air. Many employee complaints originate from this condition.

### **Cleaning of Components**

The mechanical system is shut down during the cleaning process. Engineering controls will be established to prevent cross contamination. The diffuser grille is removed from the flexible attachment. The open flexible ductwork is prepared to control cross contamination. The cleaning is conducted with HEPA filtered negative air machines to prevent cross-contamination and capture particulate. Diffusers are transported to central cleaning stations. When design allows, the lay-in diffuser will then have the front perforated facing removed to allow contact HEPA vacuuming of the molded fiberglass boot. A mild mixture of alkali cleaning solution is applied to diffusers followed by hand brushing or power washing.

During the cleaning process of this component we will be utilizing provisions from the following national standards:

NADCA ACR 2013:4.10 Registers, Grilles, Diffusers: It is recommended that all registers, grilles, diffusers and other air distribution devices be removed if possible, properly cleaned, and shall be restored to their previous position.

ACCA HVAC Restoration 2007:5.9.7 "All registers, diffusers or grilles shall be removed from the system for wet cleaning. The cleaning process shall include applying a detergent type cleaner, and physically brushing scrubbing all surfaces of the diffusers, and rinsing with clear water with a pressure greater than 30 psi while utilizing a focused water stream in a manner that does not damage the product."

"Safety - DUCTZ is trained in lock-out/tag-out, MSDS, hazardous communications, safety, respirators, ladders, and other job-related issues. DUCTZ safety program manual is available to you upon request. We recommend pre-informing all building occupants when remediation will occur. Odor problems within a facility cannot always be eliminated. However, they are generally reduced when the HVAC unit or duct system is the cause. Security systems and/or protocols may be altered while performing our service. When alternative systems are needed due to these criteria, it will be the owners, owner's representative or contracting agent's responsibility to coordinate.

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This job will be conducted as 1st - weekday

The terms set forth in this proposal are valid through 5/15/2020

Payment terms: Net 30

The price to perform the stated work is	\$3,970.00
<b>Total Price</b>	<b>\$3,970.00</b>

Sales Tax Not Included

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Accepted by:  
Scott Grajewski

Accepted by:  
DUCTZ of Mid Michigan  
**License #7117147**

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## Proactive Cleaning and Disinfection Protocol DUCTZ USA March 19, 2020 Version 1.2

### COVID HVAC CTEH Protocol Draft v1.2

#### 2.4 HVAC System and Associated Ductwork

**General Condition** - When a surface designated below has accumulated particulate, dirt, or debris covering internal surfaces (rendering the interior surface non-visible), the particulate shall be removed through HEPA contact vacuuming or washing before treating with a viral disinfection solution.

**General Condition** – Treated means using an atomizing process such as an electrostatic sprayer or fine mist sprayer to apply the virucidal disinfectant solution.

- **Filtration** - All pre-existing filters within an HVAC system shall be removed and discarded. The removed filters should not be re-inserted into the air handler or filter grille.
- **Filtered Return Grilles** - Filtered return type air grilles, registers, or diffusers (grilles) shall have the upstream and downstream side of the grille HEPA contact vacuumed, treated and wiped with the system de-energized. Upon re-energizing the unit, treat the return duct through each grille while the fan is operating, drawing the mist into the return line.
- **Non-Filtered Return Grilles** - All non-filtered grilles shall have the upstream side of the grille HEPA contact vacuumed, treated, and wiped with the system de-energized. Upon re-energizing the unit, apply treatment into the return duct while the fan is operating, drawing the solution into the return line.
- **Supply Grilles** - - All supply air grilles shall be HEPA contact vacuumed, treated, and wiped with the system de-energized.
- **Supply Plenum Attached to the Air Handler Unit** – Treat supply plenums after the coil and drain pan cleaning is complete and while the fan is operating.
- **Return Plenum Attached to the Air Handler Unit** –Plenums shall be treated with a virucidal disinfection solution while the fan is off.
- **Air Handlers** –
  - Each HVAC air handler shall have the evaporator coils and drain pans cleaned using an appropriate evaporator coil cleaner. Particulate impacted blower wheels and housings shall be considered for chemical cleaned as well.
  - Treat the HVAC cavity and internal components.
  - Degraded air handler internal fiberglass liner shall be HEPA contact vacuumed, treated, and reported for additional consideration.

Any Question concerning this protocol please contact

Tom Yacobellis ASCS CEIC CMRC DUCTZ National 727-222-9827

# SAFETY DATA SHEET

## SECTION 1 : PRODUCT IDENTIFICATION



**Product Name :** Bioesque Botanical Disinfectant Solution

**Product Use :** Surface Disinfectant

**Scent:** Lemongrass Grapefruit

**Supplier:** Natureal, LLC

**Address:** 150 East Palmetto Park Road, Suite 150, Boca Raton, FL 33432

**Telephone:** 954-895-7867

**Emergency phone:** (866) 898-0697

**E-Mail:** [info@bioesquesolutions.com](mailto:info@bioesquesolutions.com)

**Web site:** [www.bioesquesolutions.com](http://www.bioesquesolutions.com)

## SECTION 2 : HAZARD IDENTIFICATION

**WHMIS Class :** Exempt

**TSCA:** All the ingredients are listed or exempt from listing on the Chemical Substance Inventory.

## SECTION 3 : COMPOSITION/INFORMATION ON INGREDIENTS

<u>Ingredients</u>	<u>CAS#</u>	<u>Wt %</u>	<u>TLV</u>	<u>LC<sub>50</sub></u>	<u>LD<sub>50</sub></u>
Thymol	89-83-8	0.23	N/A	N/A	980 mg/Kg (oral, rat)

## SECTION 4 : FIRST AID MEASURES

**Eye:** Remove contact lenses. Rinse with plenty of water for several minutes, keeping eyelids open.

**Skin:** Rinse with water. Remove spoiled clothes and wash before wearing.

**Inhalation :** N/A

**Ingestion:** Seek medical attention if large quantities are ingested.

## SECTION 5 : FIRE FIGHTING MEASURES

**Flammability :** No

**Flash Point (ASTM D-93, °C) :** >100

**Hazardous Combustion Products:** Carbon oxides, sulfur oxides.

**Suitable extinguishing media:** As per surrounding fire.

**Special Fire Fighting Procedure:** As per surrounding fire.

## SECTION 6 : ACCIDENTAL RELEASE MEASURES

**Leak and Spill Procedure:** Stop leak, Rinse to drain or absorb with non-reactive adsorbent and dispose according to existing federal, state, provincial and municipal regulations. Resume cleaning by rinsing with water.

## SECTION 7 : HANDLING AND STORAGE

**Handling:** Follow standard safe handling of materials. Keep out of reach of children.

**Storage Requirements:** Keep in original tightly closed containers, in a room below 30 °C.

## SECTION 8 : EXPOSURE CONTROLS/PERSONAL PROTECTION

Follow standard safe handling of materials.

## SECTION 9 : PHYSICAL/CHEMICAL CHARACTERISTICS

Boiling Point (°C) : 100  
Vapor Pressure (mm Hg) : N/A  
Vapor Density (Air = 1) : N/A  
Solubility in water : complete  
Physical State : liquid  
Appearance: transparent to translucent  
Odour: spicy scent

Density (g/mL): 0.999 at 23 °C  
VOC (Wt %) : calculated approx. <1%  
Evaporation Rate (Water + 1) : water like  
pH (as supplied) : 7.0 to 8.5  
Viscosity : water like  
Odour Threshold (ppm) : N/A

## SECTION 10 : STABILITY AND REACTIVITY DATA

**Conditions for Chemical Instability:** This product is stable under normal conditions. It does not polymerize.

**Conditions to Avoid:** Excessive heat.

**Incompatible Materials:** Strong oxidizing agents, strong alkalis, strong acids.

**Hazardous Decomposition Products:** The thermal decomposition can produce carbon and sulfur oxides and other organic substances.

## SECTION 11 : TOXICOLOGICAL INFORMATION

**Routes of Entry:** Eyes, skin, ingestion, inhalation.

### EFFECTS OF ACUTE EXPOSURE :

**Acute Oral Toxicity:** LD50:>5000 mg/Kg (EPA Category IV).

**Acute Dermal Toxicity:** LD50:>5000 mg/Kg (EPA Category IV).

**Acute Inhalation Toxicity:** LC50:>2.01 mg/L (EPA Category IV).

**Acute Eye Irritation:** Minimal, all effects cleared in 24 hours (EPA Category IV).

**Acute Dermal Irritation:** Slight, no erythema or edema at 72 hours (EPA Category IV).

**Skin Sensitization:** Not a sensitizer (EPA Category IV).

Classified as a Category IV by the U.S. Environmental Protection Agency (EPA) per toxicity profile Review for all routes of exposure: no signal words, no precautionary statements or first aid statements required on product label.



**EFFECTS OF CHRONIC EXPOSURE :**

**Irritancy:** Frequent prolonged contact may result in dry skin, redness and dermatitis.

**Carcinogenicity/Mutagenicity:** No, not predictable.

**SECTION 12 : ECOLOGICAL INFORMATION**

**Biodegradability:** Readily Biodegradable (OECD 301E)

**Aquatic toxicity:** Not toxic to aquatic life (IC50 > 100 mg/L, report EPS 1 / RM / 24)

**Method:** Microtox® Acute Toxicity Test

**Test organism:** *Vibrio fischeri*

**Results:**

CI 50-5 min	560mg/l
IC 95 %-5 min	500-600 mg/L
CI 50-15 min	660 mg/L
IC 95 %-15 min	540-780 mg/L

**SECTION 13 : DISPOSAL CONSIDERATIONS**

**Waste Disposal:** Dispose according to existing federal, state/provincial and municipal regulations. This product is biodegradable.

**SECTION 14 : TRANSPORT INFORMATION**

**D.O.T.** Not regulated as dangerous goods.  
Not regulated for **IATA**.

**SECTION 15 : REGULATORY INFORMATION**

U.S. EPA registration: 87742-1-92595

California Proposition 65: No chemicals in this material are subject to the reporting requirements.

NSF Registration No. 157263

**SECTION 16 : OTHER INFORMATION**

SDS Date of preparation/revision: 2018-08-15

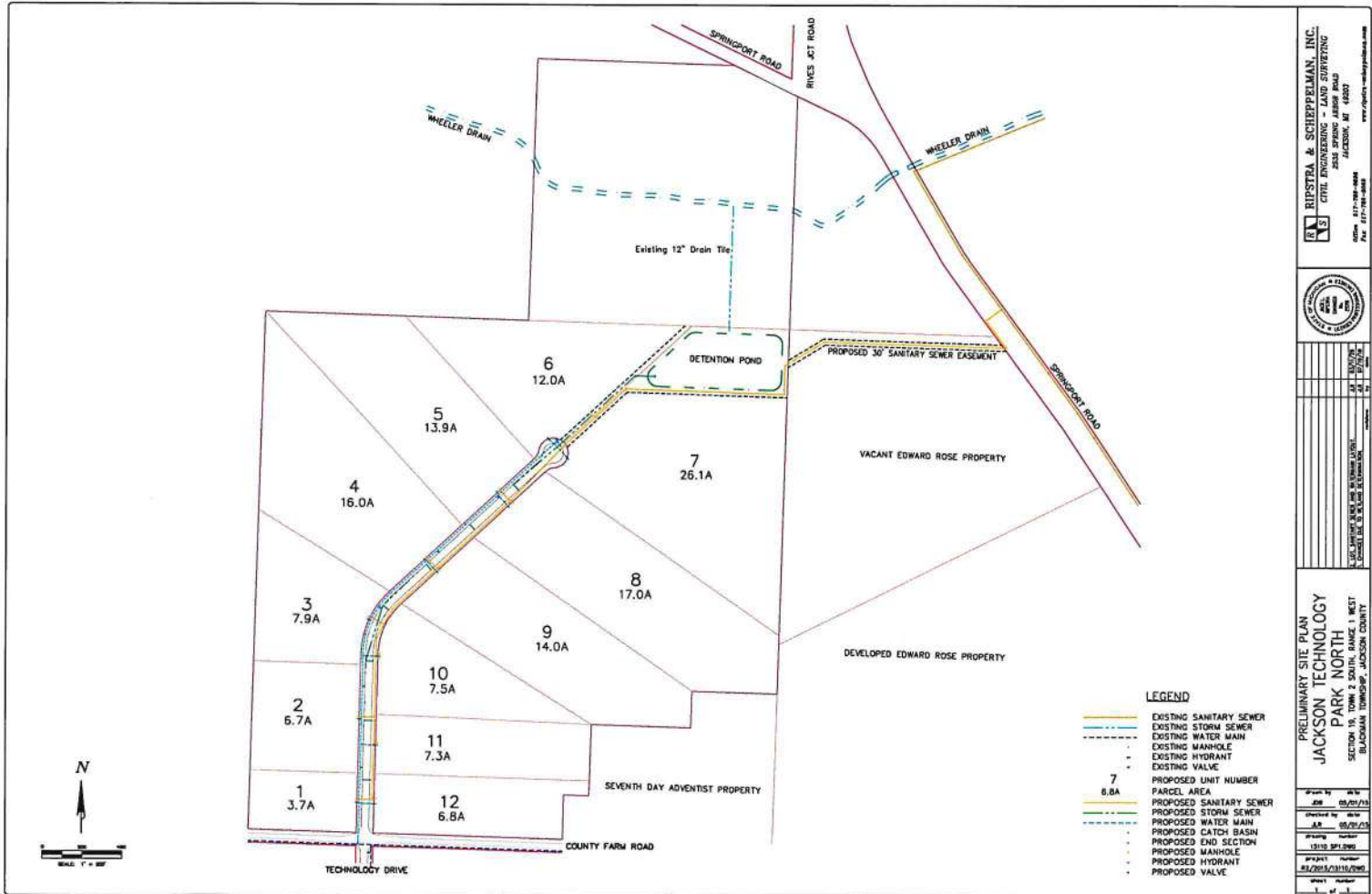
Prepared by: LABORATOIRE M2 Inc.

Phone : 1-866-898-0697



**Disclaimer**

Information for this material safety data sheet was obtained from sources considered technically accurate and reliable. While every effort has been made to ensure full disclosure of product hazards, in some cases data is not available and is so stated. Since conditions of actual product use are beyond control of the supplier, it is assumed that users of this material have been fully trained according to the mandatory requirements of WHMIS. No warranty, expressed or implied, is made and supplier will not be liable for any losses, injuries or consequential damages which may result from result from the use of or reliance on any information contained in this form. If user requires independent information on ingredients in this or any other material, we recommend contact with the Canadian Center for Occupational Health and Safety (CCOHS) in Hamilton, Ontario (1-800-263-8276) or CSST in Montreal (514-873-3990).



**RIPSTRA & SCHEPPELMAN, INC.**  
 CIVIL ENGINEERING - LAND SURVEYING  
 2633 SPRING AUBURN ROAD  
 JACKSON, MI 48807  
 Phone: 817-799-8888  
 Fax: 817-799-8888  
 www.rjsurvey.com



NO.	DATE	DESCRIPTION
1	03/20/13	PRELIMINARY SITE PLAN
2	03/20/13	REVISIONS
3	03/20/13	REVISIONS
4	03/20/13	REVISIONS
5	03/20/13	REVISIONS
6	03/20/13	REVISIONS
7	03/20/13	REVISIONS
8	03/20/13	REVISIONS
9	03/20/13	REVISIONS
10	03/20/13	REVISIONS
11	03/20/13	REVISIONS
12	03/20/13	REVISIONS

**PRELIMINARY SITE PLAN**  
**JACKSON TECHNOLOGY**  
**PARK NORTH**  
 SECTION 19, TOWN 2 SOUTH, RANGE 1 WEST  
 BLACKMAN TOWNSHIP, JACKSON COUNTY

DATE	BY	DESCRIPTION
03/20/13	JAS	PRELIMINARY SITE PLAN
03/20/13	JAS	REVISIONS
03/20/13	JAS	REVISIONS
03/20/13	JAS	REVISIONS
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