

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

CALL TO ORDER / PLEDGE OF ALLEGIANCE

BRIEF PUBLIC COMMENTS - (two-minute limit)

ADDITIONS / DELETIONS

MINUTES APPROVAL

1. Approval of the minutes for the Regular Board Meeting held on Monday, June 17, 2024

CONSENT AGENDA

1. Approval of payroll for the dates 6/7/24 in the amount of \$184,155.99 and for 6/21/24 in the amount of \$192,826.28.
2. Approve \$300,000.00 transfer of funds from General Fund to Public Safety Fund for the month of June 2024.
3. Receive Revenue and Expenditure Report for the month of June 2024

SUPERVISOR'S UPDATE

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TREASURER'S UPDATE

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CLERK'S UPDATE

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PUBLIC SAFETY

1. Public Safety Committee Meeting Minutes
2. Amend the Insurance Payment line of budget 205-000-687.000 to \$69,432.84
3. Amend the Reimbursable Expense line 205-345-936.000 of the Public Safety budget to \$76,047.32
4. Authorize the Director of Public Safety to purchase a 2024 Dodge Durango Pursuit AWD from LaFontaine CDJR-Lansing not to exceed the amount of \$44,628.00, under the State of Michigan bid to replace totaled-out vehicle from line 205-901-970.000
5. Authorize the Director of Public Safety to purchase Class A (Dress) Uniforms to include apparel for all PSO's/Sergeants and Command as budgeted from line 205-345-790.000, not to exceed \$14,834.09
6. Authorize the Director of Public Safety to fill vacant spot after Detective Merritt's retirement date of August 1<sup>st</sup>.
7. Authorize the removal, replacement, and installation of emergency equipment completed by Southern Michigan Upfitters in the amount, not to exceed \$7,831.35 from line 205-901-970.000
8. Public Safety Committee is in favor to have full board move forward with millage renewal language to submit to Jackson County Clerk's office for the November 5, 2024 election.
9. Approve Resolution #09-204-0715, a resolution of recognition.

PLANNING COMMISSION

1. Planning Commission Meeting Minutes
2. Approve Case# 1577 – Conditional Use Permit: Outdoor Storage at existing storage facility located at 2543 Shirley Dr., Parcel 000-08-12-456-001-00, Zoned C-2 (General Commercial), requested by Cindy Shultz. Conditions: That all motorized vehicles be parked on an impervious surface.

ZONING BOARD OF APPEALS

1. Zoning Board of Appeals Meeting Minutes

PARKS & RECREATION

1. Bids - Parnall Road Complex; Non-Motorized Path, South Phase

TECHNOLOGY COMMITTEE

- 3.

UTILITIES COMMITTEE

1. Improper discharge connections to municipal sewer – discussion

ORDINANCE REVIEW COMMITTEE

1. Disorderly Persons
2. Blight
3. Large Events
4. Special Events Permit Application

NEW BUSINESS

1. Approve Resolution #10-2024-0715; a resolution to designate the Township Clerk as the FOIA Coordinator for Blackman Charter Township.
2. Quotes for the exterior painting of Township Office and Public Safety buildings.
3. Rehmann 2023 Audit Report

BILLS

1. Approve payment of bills on the Board Invoice Post Audit Report dated 7/01/24 in the amount of \$209,255.94 and Board Invoice Report dated 7/16/24 in the amount of \$501,557.70

EXTENDED PUBLIC COMMENT (Three-minute limit)

OPEN DISCUSSION

1. Rear lower door, water drainage at township office – discussion
2. Blight tracking – discussion

ADJOURNMENT

Regular Board Meeting  
Blackman Charter Township  
June 17, 2024

The Blackman Charter Township Board convened at 6:00 p.m. on Monday, June 17, 2024 at the Township Hall, 1990 West Parnall Road, Jackson, Michigan.

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

**Members absent:** Pack

**Public Attendance:**

Ray Snell  
Deborah Nagy

Suellen Thomas  
Kelsey Guernsey

Jennifer Biddinger  
Pat Way

**CALL TO ORDER / PLEDGE OF ALLEGIANCE**

**BRIEF PUBLIC COMMENTS - (two-minute limit)**

1. **Kelsey Guernsey, Assistant Prosecuting Attorney**
  - a. Introduction - Candidate for Prosecuting Attorney in Jackson County.
2. **Ray Snell, 9<sup>th</sup> District County Commissioner**
  - a. Jackson County Jail millage on August ballot.
  - b. Airport improvements.
  - c. Jackson County Range
  - d. Info/Technology – reduction in costs
  - e. Grass Lake Park
  - f. Material Management by SOM
    - i. Unfunded mandate
    - ii. Discussing ways to reduce waste and compost

**ADDITIONS / DELETIONS**

1. Add Ray Printing Quote as item #3 under New Business  
Motion by Clerk Elwell, supported by Trustee Williams to approve the Board of Trustee agenda for the Regular Board Meeting held on Monday, June 17, 2024.  
***Unanimously approved by voice vote***

**MINUTES APPROVAL**

1. No changes/corrections.  
Motion by Treasurer Preston, supported by Trustee Ambs to approve the Board of Trustee minutes for the Regular Board Meeting held on Monday, May 20, 2024.  
***Unanimously approved by voice vote***

**CONSENT AGENDA**

1. Approval of payroll for the dates 05/10/24 in the amount of \$158,010.33 and for 05/24/24 in the amount of \$200,206.67.
2. Approve \$400,000.00 transfer of funds from General Fund to Public Safety Fund for the month of May 2024
3. Receive Revenue and Expenditure Report for the month of May 2024.  
Motioned by Clerk Elwell, supported by Treasurer Preston  
***Roll Call: Ayes - Elwell, Thomas, Williams, Ambs, Jancek, Preston***  
***Nays - None Motion Approved***

SUPERVISOR'S UPDATE

1. Attending several meetings
2. Cascades Amateur Radio
  - a. Use Marinos parking lot to conduct training
3. Possible Grant from EGLE
  - a. Testing for PFAS

TREASURER'S UPDATE

1. Rehmann Audit
  - a. Going well
  - b. Thanks to Nanette and Linda for their work assisting with the audit.

CLERK'S UPDATE

1. Election Update
  - a. Election Commission Meeting July 8, 2024
  - b. Public Accuracy Testing
  - c. Election Inspectors Certification Training
2. Parks survey

PUBLIC SAFETY

**SELL (12) TASER  
7'S TO A  
LICENSED FFL  
DEALER**

Motion by Trustee Williams, supported by Supervisor Jancek to authorize the Director of Public Safety to sell (12) Taser 7's with cartridges to a licensed FFL Dealer with revenue of sale to account 205.933.693.000.

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

**SELL LADDER #1  
FIRE APPARATUS  
(VIN #4P1CT02H  
93A002956)**

Motion by Trustee Williams, supported by Supervisor Jancek to authorize the Director of Public Safety to sell Old Ladder #1 Fire Apparatus (Vin #4P1CT02H93A002956) for Fair Market Value placing funds into account 205.933.693.000.

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

PLANNING COMMISSION

**CASE #1574:  
COND. USE  
PERMIT**

Motion by Treasurer Preston, supported by Trustee Thomas to approve Case #1574 – Conditional Use Permit; Used Car Dealership; 2412 Lansing Ave., Parcel 000-08-22-376-013-01, requested by Arsian Ghumman; with conditions: a maximum of 12 vehicles can be on the location at any time parked on an impervious surface only.

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

ZONING BOARD OF APPEALS

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PARKS & RECREATION

1. Thank you to Clerk Elwell for working on cameras at the park.
2. Continued work on park improvements
3. Large crowd at parks – discussion.
4. Solicit Funding and Naming

TECHNOLOGY COMMITTEE

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UTILITIES COMMITTEE

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ORDINANCE REVIEW COMMITTEE

1. Scheduled to meet on June 20, 2024
2. Disorderly person – grass clippings
3. Cemetery
4. Fireworks
5. Blight

NEW BUSINESS

**RESOLUTION  
#07-2024-0617  
SDM LICENSE  
LCC -**

Motion by Clerk Elwell, supported by Trustee Thomas to approve Resolution #07-2024-0617; a resolution to give Local Government Authorization for a Conditional License, New SDM license issued under MCL436.1533(5) with Sunday Sales Permit (AM) and Sunday Sales Permit (PM) – Mixed Spirit Drink; Multani #1, LLC located at 2900 E. Michigan Ave. Suite A, Jackson, MI 49202

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

**RESOLUTION  
#08-2024-0617  
TRANSFER  
LOCATION  
SDD LICENSE  
LCC -**

Motion by Trustee Thomas, supported by Trustee Williams to approve Resolution #08-2024-0617; a resolution to give Local Government Authorization for a Transfer Location Escrowed 2024 SDD license with Sunday Sales Permit (PM) for ADD License – Spirits, from 1319 E. Michigan Ave to 2900 E. Michigan Ave., Suite A, Jackson, MI 49202 to be held with SDM License; Transfer Governmental Unit under MCL 436.1531(22) from Jackson City to Blackman Township; Multani #1, LLC 2900 E. Michigan Ave. Suite A, Jackson, MI 49202

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

**RAY PRINTING  
ESTIMATE**

Motion by Supervisor Jancek, supported by Treasurer Preston to approve Ray Printing estimate for tax billing, newsletter, envelopes, and postage not to exceed \$5,488.00.

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

BILLS

Motion by Treasurer Preston, supported by Trustee Williams to approve payment of bills on the Board Invoice Report dated 6/18/24 in the amount of \$253,155.04 and the Board Invoice Post Audit Report dated 6/11/24 in the amount of \$138,399.69

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

EXTENDED PUBLIC COMMENT (Three-minute limit)

1. **Ray Snell, 9<sup>th</sup> District County Commissioner**
  - a. Parks Property
    - i. Improved facilities.
    - ii. Trail
    - iii. Funding using shared assets
    - iv. Grants
  - b. Jackson County Fair Schedule has been set.
    - i. No major talent scheduled
    - ii. Free Veteran day and free special needs day.

OPEN DISCUSSION

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*The Supervisor declared the meeting adjourned at 7:05pm.*

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**David Elwell, Township Clerk**

Blackman Charter Township  
Public Safety Committee

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Meeting Minutes-Wednesday, July 10<sup>th</sup>, 2024 @ 4:27 p.m.

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Members Present: Chairperson Williams, Mr. Pack, Mr. Ambs

Members Absent: None

Department Personnel: Director Grajewski

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Director Grajewski requested to replace Detective Merritt's position to maintain current staffing levels once his retirement is official on August 1<sup>st</sup>, 2024. After discussion, the committee in favor 3-0 to take to full Board of Trustees to maintain current staffing numbers after retirement date.

Amend the Insurance Payment line of the budget (205-000-687.000) to \$69,432.84. This would be the current budget amount and anticipated insurance reimbursement for the totaled-out patrol vehicle, to include the decommissioning, part replacement and labor. After discussion, the committee voted 3-0 to take requested amendment to the full Board of Trustee.

Amend the Reimbursable Expenses line (205-345-936.000) of the Public Safety budget to \$76,047.32. This is the current line item with the insurance payment received being moved from Insurance Payment line and transferred to reimbursable expenses. After discussion, the committee voted 3-0 to take requested amendment to the full Board of Trustee.

Director Grajewski requested to purchase a 2024 Dodge Durango Pursuit AWD from LaFontaine CDJR-Lansing in the amount not to exceed \$44,628.00, under the State of Michigan bid to replace the vehicle totaled-out from an accident. Our insurance company will be reimbursing us \$39,628 of that purchase. After discussion, the committee voted 3-0 to take the purchase to the full Board of Trustees.

Director Grajewski requested to have Southern Michigan Upfitters provide removal, replacement, and installation of equipment not to exceed the amount of \$7,831.35. Our insurance company will be

reimbursing the \$7,831.35 for work completed on the totaled-out vehicle. After discussion, the committee voted 3-0 to take the purchase to the full Board of Trustees.

Director Grajewski requested to purchase Class A Uniforms, to include hats/leather holsters, and additional apparel for all PSO's/Sergeants and Command, as budgeted from line (205-345-790-000), not to exceed \$14,834.09.

Director Grajewski showed the updated Public Safety Millage Renewal proposed language. The Committee advised in favor 3-0 to have the full board move forward to submit ballot language to Jackson County Clerk's office.

The Committee discussed the recognition and appreciation of former Public Safety Director James Southworth. It was discussed of recognizing retired Director Southworth at the July 15<sup>th</sup>, 2024, Board Meeting through a resolution. The Committee voted 3-0 to bring the resolution to the full Board of Trustees.

Director Grajewski let the Committee know that Northwest School District decided not to move forward with their request for an additional School Resource Officer. The School District stated that the funded was not provided by the State of Michigan this year as they anticipated.

The meeting was adjourned at 5:03 p.m.

Submitted by: Director Scott J Grajewski



# Instruction Ballot

Charter Township of Blackman

Jackson County, Michigan

General Election

November 5, 2024

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Instructions: To vote in favor of a proposal, place a cross (X) or check mark ( √ ) in the square to the right of the word "Yes"; to vote against a proposal, place a cross (X) or check mark ( √ ) in the square to the right of the word "No". Before returning the ballot, fold the ballot so that the face of the ballot is not exposed and so the numbered corner is visible.

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## Proposal A

Blackman Charter Township

### Public Safety Millage Renewal

Shall the expired previous voted increase in the tax limitation imposed under Article IX, Section 6 of the Michigan Constitution in the Charter Township of Blackman, of 2 mills (\$2.00 per \$1,000 of taxable value) be renewed at the original voted 2 mills (\$2.00 per \$1,000 of taxable value) and levied for 5 years, 2025 through 2029 inclusive, for the operations and equipment for the Township's Public Safety Department, raising an estimated \$1,285,505.45 in the first year the millage is levied?

Yes

No

Blackman Charter Township  
RESOLUTION #09-2024-0715

HONORING James A. Southworth, retired Director of Public Safety

**WHEREAS**, James A. Southworth was employed by Blackman Charter Township from January 6, 1972 through February 19, 1988, and

**WHEREAS**, James A. Southworth has held the positions of Officer, Lieutenant, Acting Chief of Police, Chief of Police, and then Director of Public Safety for Blackman Charter Township; and

**WHEREAS**, during his tenure with Blackman Charter Township, James planted the seeds of “Public Safety”, and began the process of growing the agency from approximately 15 firefighters and 6 police officers to a full-service Public Safety Department; and

**WHEREAS**, the Blackman board voted on April 20, 1981 to combine separate police and fire services into a Public Safety Department; and

**WHEREAS**, James A. Southworth guided the newly formed agency through the growing pains of cross training police officers and firefighters; initially two separate unions, and a community unfamiliar with the “Public Safety” concept; and

**WHEREAS**, this early and ongoing groundwork by James to assure the success of Public Safety has led us to our current Public Safety Department of 2024, which is comprised of 43 sworn staff, providing police, fire, and rescue services to both Blackman and Leoni Townships; and

**WHEREAS**, our Public Safety Department continues to serve our communities well, and is arguably recognized as a premier agency in the State of Michigan; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Blackman Charter Township Board recognizes and expresses its sincere appreciation to James A. Southworth for his establishment of and work toward the success of the Public Safety agency and concept for Blackman Charter Township.

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At a regular meeting of the Blackman Charter Township Board of Trustees, County of Jackson, State of Michigan, held in the Township Hall on February 12, 2024, at 6:00p.m., this resolution was presented by \_\_\_\_\_ and supported by \_\_\_\_\_

Upon a roll call vote, the following voted "AYE":

The following voted "NAY":

The following were absent:

The Supervisor declared this resolution adopted,

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Peter Jancek, Township Supervisor

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David Elwell, Township Clerk

I, David Elwell, the duly appointed and acting Clerk of the Charter Township of Blackman, hereby certify that the foregoing resolution was adopted by the Blackman Board by a roll call

MINUTES  
BLACKMAN CHARTER TOWNSHIP  
PLANNING COMMISSION  
1990 W. PARNALL RD.  
**MONDAY July 02, 2024**  
6:00PM

The Blackman Charter Township Planning Commission Convened at 6:00pm on Monday, July 02, 2024, at the Blackman Township Office.

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

Sign-in list of names present: In file

**MINUTES APPROVAL: June 24, 2024**

Motion by: **Grabert**, supported by: **Schroeder** to approve Minutes for Planning Commission meeting held 06/24/2024 with changes.

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

**CASE #1577 – CONDITIONAL USE**

**Outdoor Storage**

Address: 2543 Shirly Drive, Jackson, MI 49201

Parcel #000-08-21-456-001-00

Zoning: General Commercial (C-2)

Requested by: Cindy Shultz

Presented by: Cindy Shultz

-Outdoor Storage at existing storage facility

Public Comment: None

Motion by: **Preston** Seconded by **Frohm** to recommend approval of Case #1577 with conditions: that all motorized vehicles be parked on an impervious surface.

**Roll Calls: Ayes 5, Nays 0. Motions carried.**

**OTHER MATTERS REVIEWED:**

**Zoning Ordinance Update:**

-Zoning Ordinance review scheduled for next meeting.

**PUBLIC COMMENT:**

Michelle England – Discussion about stop sign needing to be placed at Springport & Shirly Dr for 127 off ramp. Preston to communicate with JDOT & MDOT citizen concern.

**TRUSTEE REPORT:** Various Items

**ZBA REPORT:** One item on previous meeting agenda and was approved for building area variance.

**OPEN DISCUSSION:** Meeting to be scheduled with Region 2

**ADJOURNMENT:** Motion by: **Decker**, supported by: **Schroeder**, adjourned at 6:43 pm

Minutes prepared by: Byron Schroeder, Secretary

Minutes Approved:

Byron P. Schroeder, Secretary

DRAFT



## BLACKMAN CHARTER TOWNSHIP

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

MINUTES  
BLACKMAN CHARTER TOWNSHIP  
Zoning Board of Appeals  
1990 W. PARNALL RD.  
**TUESDAY July 10, 2024**  
6:00PM

The Blackman Charter Township Zoning Board of Appeals Convened at 6:00pm on Tuesday, July 10, 2024 at the Blackman Township Office.

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

Sign-in list of names present: In file

**AGENDA MOTION: None**

**MINUTES APPROVAL: June 25, 2024**

Motion by: **Zinn** supported by: **Pack** to approve Minutes for the Zoning Board of Appeals meeting held 06/25/2024

**Roll Call: Ayes 3, - Motion Carried**

**CASE# 1579: VARIANCE**

Front Yard Setback

Address: 2110 Bondsteel Dr., Jackson, MI 49203

Parcel: #000-08-28-201-001-01

Requested by: Roy Tong

Presentation: Roy Tong

Comments: Adding an addition to existing building for storage of product and equipment.

Public Comment: None

Motion by: **Zinn**, Supported by: **Pack** to table variance case# 1579 for clarification of existing road row.

**Roll Call: Ayes 3, Nays 0. Motion Carried.**

**OLD BUSINESS: None**

**OTHER MATTERS REVIEWED: None**

**TRUSTEE REPORT: None**

**PC REPORT: Previous meeting for M&K Jetting to add new 8000sf building and was approved**

**PUBLIC COMMENT: None**

**ADJOURNMENT: Motion by: Schroeder, supported by: Zinn, adjourned at 6.35 pm**

Minutes prepared by: Byron Schroeder, Secretary

Minutes Approved:

Byron P. Schroeder, Secretary

DRAFT

PETE JANCEK, SUPERVISOR  
CHARTER TOWNSHIP OF BLACKMAN  
1990 W. PARNALL ROAD  
JACKSON, MICHIGAN 49201

Date of Bid Opening: 07/11/2024  
Time of Bid Opening: 10:00 a.m.

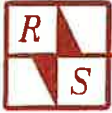
PARNALL ROAD COMPLEX  
NON-MOTORIZED PATH SOUTH PHASE

BIDDERS	TOTAL BID	BID DEPOSIT
* Bailey Excavating	\$ 173,648 <sup>82</sup>	5% <sub>0</sub>
Concord Excavating		
Mead Bros. Excavating		
RJT Construction		
* ISABELLA CORP.	\$ 167,859 <sup>08</sup>	5% <sub>0</sub>


7-11-24 1005Am  
7/11/24





**RIPSTRA & SCHEPPELMAN, INC.**  
**CIVIL ENGINEERING - LAND SURVEYING**

2535 SPRING ARBOR ROAD  
JACKSON, MI 49203  
OFFICE 517-789-9898  
FAX 517-789-6065  
[www.ripstra-schepelman.com](http://www.ripstra-schepelman.com)

July 12, 2024

Mr. Pete Jancek, Supervisor  
Charter Township of Blackman  
1990 W. Parnall Road  
Jackson, MI 49201

Re: Parnall Road Complex  
Non-Motorized Path South Phase  
Project #23105A

Dear Mr. Jancek:


Enclosed you will find the tabulation for the construction bids received on July 11, 2024 for the captioned project.

This office has reviewed the bids and recommends the contract be awarded to The Isabella Corporation in the amount of \$167,859.08 for the Parnall Road Complex Non-Motorized Path South Phase.

Enclosed you will find two copies of the Notice of Award. If the Blackman Township Board agrees with this recommendation to award the contract to The Isabella Corporation please sign and return one copy of the Notice of Award to this office.

If you have any questions or need additional information, please contact this office.

Sincerely,  
RIPSTRA & SCHEPPELMAN, INC.



Jack L. Ripstra, P.E.  
Project Manager

/ams  
Enclosures  
cc: The Isabella Corporation

BIDS RECEIVED 07/11/2024

	UNIT QUANTITY	THE ISABELLA CORPORATION		BAILEY EXCAVATING, INC.	
		UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1. 10' Wide 6" Concrete Path	S.F. 9,584	\$10.75	\$103,028.00	\$9.71	\$93,060.64
2. Sawcut and Remove Back of Curb	L.F. 60	\$16.00	\$960.00	\$85.00	\$5,100.00
3. 10' Wide, 3" of 21AA Limestone Path	S.Y. 664	\$16.54	\$10,982.56	\$15.56	\$10,331.84
4. 10' Wide, 6" of 21AA Limestone Path	S.Y. 1,538	\$25.54	\$39,280.52 *	\$17.93	\$27,576.34
5. Path Undercut and Backfill with 1" to 3" Limestone	C.Y. 30	\$45.00	\$1,350.00	\$105.00	\$3,150.00
6. 12" CSP Culvert - 16 Gauge	L.F. 24	\$42.00	\$1,008.00	\$95.00	\$2,280.00
7. 12" CSP End Section	EACH 2	\$300.00	\$600.00	\$850.00	\$1,700.00
8. Relocate "Police Safety Vehicles Only" Sign	EACH 1	\$150.00	\$150.00	\$450.00	\$450.00
9. Clear Trees and Brush	L.S. 1	\$4,500.00	\$4,500.00	\$5,000.00	\$5,000.00
10. Topsoil, Seed, Fertilize and Mulch	L.S. 1	\$6,000.00	\$6,000.00	\$25,000.00	\$25,000.00
*** TOTAL BID ***			\$167,859.08		\$173,648.82

\*Adjusted to Correct Multiplication Error

NOTICE OF AWARD

July 15, 2024

The Isabella Corporation  
2201 Commerce Drive  
Mt. Pleasant, MI 48858

Re: Parnall Road Complex  
Non-Motorized Path South Phase  
Contract #23105A

You are hereby notified that your bid, dated July 11, 2024 for the above contract has been considered. You are the apparent successful bidder and have been awarded a contract for the project in the amount of \$167,859.08.

Three copies each of the Contract, Performance Bond and Payment Bond accompany this Notice of Award.

Please deliver to Ripstra & Scheppelman, Inc. the following as soon as possible:

1. Three fully executed counterparts of the Contract.
2. Three fully executed counterparts of the Performance Bond and Payment Bond.
3. Three copies of the Proof of Insurance as specified in the Instructions to Bidders and the General Conditions. Parties to be specifically named as additional insured are:
  - A. Charter Township of Blackman, Its Employees and Agents
  - B. Ripstra & Scheppelman, Inc.

Upon fulfillment of these conditions, the Owner shall return to you one fully executed copy of the Contract Documents.

Sincerely,  
CHARTER TOWNSHIP OF BLACKMAN

Pete Jancek  
Supervisor

/ams  
Enclosures

*Blackman Charter Township, MI  
Friday, July 12, 2024*

## Chapter 36. Police

### Part 8. Peace and Good Order

#### Article XI. Disorderly Persons

[Amended 12-18-2017 by Ord. No. 129]

#### § 36-56. Purpose; offenses against persons or property.

The purpose of this article is to safeguard the health, well-being and welfare of the persons and property of the Charter Township of Blackman, to define offenses against persons and property, to provide penalties for committing offenses against persons or property in the Charter Township of Blackman and to repeal and replace Ordinance Numbers 39 and 71.

#### § 36-57. Definitions.

For the purpose of this article, the following terms shall have the following meanings respectively designated for each:

##### **ANIMAL**

Includes birds, fish, mammals and reptiles.

##### **LIVESTOCK**

Horses, cattle, swine, sheep, goats and fur-bearing animals, of either gender, being raised in captivity.

##### **OWNER**

The term "owner" and persons owning premises shall mean both the owner of title of record and those occupying or in possession of any property or premises. The term "owner," when applied to the proprietorship of any animal, means every person having a right of property in the animal, an authorized agent of the animal, and every person who keeps or harbors the animal or has it in his or her care, custody or control, and every person who permits the animal to remain on or about the premises occupied by himself or herself.

##### **PEACE OFFICER**

Any person employed or elected by the people of the Charter Township of Blackman, or by the State of Michigan or the County of Jackson, whose duty is to preserve the peace or to make an arrest or to enforce the law, and includes game, fish or forest wardens, members of the State Police, Conservation Officers or firefighters.

##### **PERSON**

Includes state and local officers and employees, individuals, corporations, copartnerships and associations.

##### **POULTRY**

All domestic fowl, ornamental birds and game birds possessed or being reared under the authority of a breeder's license pursuant to Act 191 of the Public Acts of 1929, as amended. (MCLA § 317.71 et seq.; MSA 13.1271 et seq.)<sup>[1]</sup>

**PROPERTY**

Tangible or intangible real or personal property.

**PUBLIC PLACE**

Any street, alley, sidewalk, park, public building, any place of business open to or frequented by the public, and any other place which is visible or accessible to the public.

**TOWNSHIP**

The Charter Township of Blackman.

[1] *Editor's Note: See now MCLA § 324.42701 et seq.*

**§ 36-58. Unlawful act.**

It shall be unlawful and punishable, as provided herein, for any person to be a disorderly person within the Charter Township of Blackman.

**§ 36-59. Disorderly person.**

A. A person is a disorderly person if the person is any of the following, or the person aids or abets another to do such an act or engage in any practice so as to be:

- (1) A person who is intoxicated in a public place;
- (2) A person who disturbs the public peace and quiet by engaging in a disturbance, fight, quarrel or altercation in a public place;
- (3) A person who obstructs, resists, impedes, hinders or opposes a peace officer in the discharge of his or her official duties;
- (4) A person who shall break or escape from the lawful custody of a public safety officer of the Township;
- (5) A person who furnishes a peace officer with false, forged, fictitious or misleading verbal or written information identifying the person as another person, if the person is detained for investigating a violation of a statute or Township ordinance;
- (6) A person who summons, as a joke or prank or otherwise, without any good reason therefor, by telephone or otherwise, the Public Safety Department or any public or private ambulance to go to any address where the service called for is not needed;
- (7) A person who makes a false report, by telephone or otherwise, to any public official which may reasonably be expected to cause the evacuation or closing of a building or place open to the public, or who knowingly makes a false statement or report to a peace officer;
- (8) A minor, under 16 years of age, who is in a public place or on the public street between the hours of 10:00 p.m. and 6:00 a.m.;<sup>[1]</sup>

[1] *Editor's Note: See also Part 3, Curfew, of this chapter.*

- (9) A person who commits an assault or an assault and battery against another;
- (10) A person who spits or expectorates on, at or toward another person, or who urinates or defecates in a public place;
- (11) A person who, without permission, peeps or peers into the windows of any inhabited place that he or she does not own or occupy;
- (12) A person who shall leave the outside of any building or dwelling in a place accessible to children any abandoned, unattended, available or discarded icebox, refrigerator or any other container of any kind

which has an airtight door or lock which may not be easily released for opening from the inside of such icebox, refrigerator, container or compartment;

- (13) A person who knowingly attends, frequents, operates or loiters in or about a place where gambling, the illegal sale of intoxicating liquor, controlled substances, or any other illegal business or occupation is permitted or conducted;
- (14) A person who maintains a gaming room, gaming table, or any policy or pool tickets used for gaming; knowingly allows a gaming table, or any policy or pool tickets to be kept, maintained, played or sold on any premises occupied or controlled by him or her except as permitted by law; conducts or attends any cock fight or dog fight; or places, receives or transmits any bet on the outcome of any race, contest, or game of any kind whatsoever;
- (15) A person who loiters, wanders, stands or remains idle in a public place so as to:
- (a) Obstruct a public street, highway, sidewalk, place or building by hindering, impeding or threatening to hinder or impede the free and uninterrupted passage of vehicles, traffic or pedestrians therein or thereon; or
  - (b) Obstruct or interfere with the free and uninterrupted use of property or business lawfully conducted by anyone in, upon, facing or fronting any such public street, highway, sidewalk, place or building so as to prevent the free and uninterrupted ingress or egress thereto or therefrom; and who refuses or fails to forthwith obey an order by a peace officer to cease such conduct and to move and disperse;
- (16) A person who willfully enters the lands or premises of another without lawful authority after having been forbidden to do so by the owner or occupant, agent or servant of the owner or occupant;
- (17) A person who willfully enters the lands or premises of another and who neglects or refuses to depart from the land or premises of another after being notified by the owner or occupant, agent or servant of the owner or occupant to depart therefrom;
- (18) A person who knowingly sells, gives or furnishes alcoholic beverages, beer, liquor or spirits to any person under the age of 21 years or to any drunken, intoxicated or disorderly person;<sup>[2]</sup>  
<sup>[2]</sup> *Editor's Note: See also Part 2, Alcohol, of this chapter.*
- (19) A person who possesses any open intoxicant or consumes any alcoholic beverages, beer, liquor or spirits while in or upon a public street, sidewalk or nonlicensed public place;
- (20) A person who, without consent of the owner or occupant, shall dump, deposit, place, throw or leave litter on public or private property;<sup>[3]</sup>  
<sup>[3]</sup> *Editor's Note: See also Part 5, Littering, of this chapter.*
- (21) A person who makes or continues any loud noise which annoys, disturbs, injures or endangers the comfort, repose, health, peace or safety of others within the limits of the Township, including, but not limited to:<sup>[4]</sup>
- (a) Sounding any horn or signal device on any automobile, motorcycle, bus, streetcar, or other vehicle for reason other than as a signal in response to an imminent danger and implemented as an immediate safety measure, for an unnecessary and unreasonable duration, or unreasonably loudly or harshly;
  - (b) Playing or amplifying any radio, phonograph, stereo, tape or disc player, or musical instrument in such a manner or with such volume so as to annoy or disturb the quiet, comfort or repose of persons in any place of business, or any dwelling, hotel or other type of residence, or of any persons in the immediate vicinity;
  - (c) Yelling, shouting or making any other noise on a public street or sidewalk at any time or place so as to annoy or disturb the quiet, comfort or repose of any persons in any place of business, or any dwelling, hotel or other type of residence, or of any persons in the immediate vicinity;
  - (d) Keeping any animal or bird which causes frequent or loud continued noise that disturbs the comfort or repose of any persons in the vicinity;

- (e) Blowing any whistle or siren, except as a warning of danger or upon request and authority of proper Township authorities;
  - (f) Discharging the exhaust of any steam engine, stationary internal-combustion engine, motor boat or motor vehicle into the open air, except through a muffler or other device which will effectively prevent loud or explosive noises therefrom;
  - (g) Intentionally squealing the tires of any motor vehicle;
  - (h) Erecting, excavating, demolishing, altering or repairing any building, or excavating streets and highways, other than between the hours of 7:00 a.m. and 10:00 p.m.;
  - (i) Creating loud and excessive noises in connection with the loading or unloading of any vehicle, or the opening and destruction of bales, boxes, crates and containers;
  - (j) Creating noise with any drum, loudspeaker or other instrument or device to attract attention to any performance, show or sale or display of merchandise.
- [4] *Editor's Note: See also Part 6, Noise, of this chapter.*
- (22) A person who disables or attempts to disable, in whole or in part, any motor vehicle owned or operated by another person, by any means, including but not limited to deflating tires attached to said motor vehicle, or placing a foreign substance in the motor vehicle's fuel tank;
  - (23) A person who throws or propels any snowball, rock, missile or object from any moving vehicle;
  - (24) A person less than 21 years of age who possesses any alcoholic beverage, beer, liquor or spirits;
  - (25) A person who maliciously telephones any other person for the purpose of harassing, molesting, threatening, intimidating or annoying such other person or his or her family, whether or not conversation ensues;
  - (26) Any person, 17 years of age or older, who shall accost, solicit or invite another in any public place, or in or from any building or vehicle, by word, gesture or any other means, to commit prostitution or to do any other lewd or immoral act;
  - (27) A person who invites, entices, coaxes, persuades or induces by threat, promise or false statement, any minor child under the age of 17 years to enter any motor vehicle or conveyance, or private property or place, except where the parent or guardian of that child has given that person express consent; this section shall not prohibit school personnel, peace officers or public health or social worker personnel from carrying out the normal duties of their employment;
  - (28) A person who carries a knife having a blade of three inches in length or more, whether in a sheath or not, in a public place or in a vehicle on a public roadway, right-of-way or place open to the public;
  - (29) A person who carries any firearm, air rifle, bow and arrow, slingshot, crossbow or other dangerous weapon in any public place, subject to the following exceptions:
    - (a) When it is in a case and is not loaded;
    - (b) When a bow or crossbow is unstrung or encased, or when it is being carried under the direct supervision of authorized public recreational personnel; or
    - (c) Where and as otherwise permitted by state law.
  - (30) Animals. A person who:
    - (a) Owns any animal and who permits the animal to run at large, except, however, that a dog engaged in hunting need not be leashed when under the reasonable control of its owner;
    - (b) Owns any dog of any age, licensed or unlicensed, wearing a collar or not wearing a collar, except a leader dog for a handicapped person accompanied by its owner, and who permits the dog to be within the confines of any public park when such park, by appropriate designation at its entrance, prohibits dogs;

- (c) Owns any dog at any time, licensed or unlicensed, which destroys property, real or personal, or trespasses in a damaging way on property of persons other than the owner;
- (d) Owns any dog, cat, livestock, poultry, or other animal at any time, licensed or unlicensed, which attacks or bites a person;
- (e) Owns any dog which shows vicious habits, including, but not limited to, charging, snarling, growling, etc., or which molests passersby when such persons are lawfully on a public highway, right-of-way or adjacent property;
- (f) Owns, keeps, houses, tethers or otherwise possesses or maintains any animal in such a way or manner or in such location whereby noises emanating from said animal, including, but not limited to, loud and frequent barking, howling or yelping, shall cause a disturbance or otherwise disrupt the peace, quiet and tranquility of persons within the limits of the Township, is a nuisance in the neighborhood in which the animal is kept, possessed or harbored. This section does not apply to kennels lawfully operating within the Township, except upon evidence of mistreatment of animals situated therein;
- (g) Owns any livestock or poultry which is kept, possessed, or harbored within the boundaries of any nonagricultural area within the Township;
- (h) Owns any dog or other animal which is not confined upon the premises of the owner between sunset and sunrise of the following day, except when the dog or other animal is otherwise under the reasonable control of the owner;
- (i) Removes a collar or a tag from any dog or any other animal without the permission of its owner, or decoys or entices any dog or other animal out of an enclosure or off the property of its owner, or seizes, molests or teases any dog or other animal while held or led by any person or while on the property of its owner.
- (j) Leaves any dog or cat in a vehicle, when the temperature outside is 70° F. or higher, unless climate controlled.
- (k) Fails to provide any animal with sufficient food, water, shelter, sanitary conditions, exercise and/or veterinary medical attention.

"Shelter" means adequate protection from the elements and weather conditions suitable for the age, species, and physical condition of the animal, so as to maintain the animal in a state of good health. Shelter, for livestock, includes structures or natural features such as trees or topography. Shelter, for a dog, includes one or more of the following:

[1] The residence of the dog's owner or other individual.

[2] A doghouse that is an enclosed structure with a roof and of appropriate dimensions for the breed and size of the dog. The doghouse shall have dry bedding when the outdoor temperature is or is predicted to drop below freezing.

[3] A structure, including a garage, barn, or shed, that is sufficiently insulated and ventilated to protect the dog from exposure to extreme temperatures or, if not sufficiently insulated and ventilated, contains a doghouse as provided under Subsection A(30(k)[1][b] that is accessible to the dog.

(31) A person who intentionally and maliciously kills, injures or maims any animal, livestock or poultry owned by another person. However, any person may kill any dog or other animal which he or she sees in the act of or actually attacking or wounding any person, livestock, poultry or other animal, and there shall be no liability on such person in damages or otherwise for such killing. In no event shall the provisions of this subsection exonerate a person from compliance with the criminal laws of this state, including, by way of example, the safe discharge of firearms;

(32) A person under 18 years of age that possesses or smokes cigarettes or cigars; or possesses or chews, sucks or inhales chewing tobacco or tobacco snuff; or possesses or uses tobacco in any form on a public



highway, street, alley, park or other lands used for public purposes, or in a public place of business or amusement;

(33) A person who sells, gives to, or in any way furnishes cigarettes, cigars, chewing tobacco, tobacco snuff or tobacco in any form to a person under 18 years of age;

(34) A person who is engaged in indecent or obscene conduct or indecent exposure of their person in a public place.

(35) A person who provides false information to a police officer.

(a) Except as provided in this section, a person who is informed by a police officer that he or she is conducting a criminal investigation shall not do any of the following:

[1] By any trick, scheme, or device, knowingly and willfully conceal from the police officer any material fact relating to the criminal investigation;

[2] Knowingly and willfully make any statement to the police officer that the person knows is false or misleading regarding a material fact in that criminal investigation;

[3] Knowingly and willfully issue or otherwise provide any writing or document to the police officer that the person knows is false or misleading regarding a material fact in that criminal investigation;

[a]

(b) This section does not apply to either of the following:

[1] Any statement made or action taken by an alleged victim of the crime being investigated by the police officer.

[2] A person who was acting under duress or out of a reasonable fear of physical harm to himself or herself or another person from a spouse or former spouse, a person with whom he or she has or has had a dating relationship, a person with whom he or she has had a child in common, or a resident or former resident of his or her household.

[a]

(c) This section does not prohibit a person from doing either of the following:

[1] Invoking the person's rights under the Fifth Amendment of the constitution of the United States or Section 17 of Article I of the State Constitution of 1963.

[2] Declining to speak to or otherwise communicate with a police officer concerning the criminal investigation.

(d) As used in this section, "dating relationship" means frequent, intimate associations primarily characterized by the expectation of affectional involvement. This term does not include a casual relationship or an ordinary fraternization between two persons in a business or social context.

## § 36-60. Exceptions.

None of the terms or prohibitions hereof shall apply to or be enforced against:

A. The operation of any vehicle of the Township while engaged upon necessary public business.

B. Excavation or repairs of bridges, streets, highways or water mains by or on behalf of the Township or state during the night when the public welfare and convenience renders it impossible to perform such work during the day.

## § 36-61. Parental responsibility.

No parent, guardian, or other person having charge, guardianship, custody or control of any minor under the age of 17 years shall encourage, knowingly permit or by inefficient control allow the minor to violate a provision of this article. Proof that the minor was convicted of violating this article shall be prima facie evidence that the minor's parent or guardian allowed or encouraged the minor to violate such section.

## § 36-62. Violations and penalties; remedies for violations.

Any person violating any provision of this article shall be deemed guilty of a misdemeanor. Penalties may be imposed up to 90 days' incarceration in the Jackson County Jail and/or fines up to \$500 plus the costs of prosecution. In addition, any violation of this article shall be deemed a nuisance per se, permitting the Township Board, its officers, agents or any private citizen who lives in the Township to take such action in any court of competent jurisdiction to cause the abatement of such nuisance, including injunctive relief.

## Article XII. Theft of Property

### § 36-63. Purpose.

This purpose of this article is to prohibit the theft of property.

### § 36-64. Title.

The title of this article shall be "Offenses Against Property."

### § 36-65. Purpose; protection of property.

The purpose of this article is to protect the property of the residents of the Charter Township of Blackman by prohibiting the theft of property.

### § 36-66. Larceny of property.

No person shall steal the property of another person.

### § 36-67. Retail fraud.

A person who does any of the following in a store or its immediate vicinity is guilty of retail fraud:

- A. While a store is open to the public, alters, transfers, removes and replaces, conceals or otherwise misrepresents the price at which property is offered for sale with the intent not to pay for the property or to pay less than the price at which the property is offered for sale.
- B. While a store is open to the public, steals property of the store that is offered for sale.
- C. With intent to defraud, obtains or attempts to obtain money or property from the store as a refund or exchange for property that was not paid for and belongs to the store.

### § 36-68. Violations and penalties.

Any person violating any section of this article shall be guilty of a misdemeanor punishable by a fine of not more than \$500 or by imprisonment in the county jail for a period of not exceeding 90 days, or both such fine and

imprisonment.

## § 36-69. Enforcement.

This article shall be enforced by the Public Safety Department of the Charter Township of Blackman.

ARTICLE XI  
**Disorderly Persons [Amended 12-18-  
 2017 by Ord. No. 129 ]**

**§ 36-56. Purpose; offenses against persons or property.**

The purpose of this article is to safeguard the health, well-being and welfare of the persons and property of the Charter Township of Blackman, to define offenses against persons and property, to provide penalties for committing offenses against persons or property in the Charter Township of Blackman and to repeal and replace Ordinance Numbers 39 and 71.

**§ 36-57. Definitions.**

For the purpose of this article, the following terms shall have the following meanings respectively designated for each:

**ANIMAL** — Includes birds, fish, mammals and reptiles.

**LIVESTOCK** — Horses, cattle, swine, sheep, goats and fur-bearing animals, of either gender, being raised in captivity.

**OWNER** — The term "owner" and persons owning premises shall mean both the owner of title of record and those occupying or in possession of any property or premises. The term "owner," when applied to the proprietorship of any animal, means every person having a right of property in the animal, an authorized agent of the animal, and every person who keeps or harbors the animal or has it in his or her care, custody or control, and every person who permits the animal to remain on or about the premises occupied by himself or herself.

**PEACE OFFICER** — Any person employed or elected by the people of the Charter Township of Blackman, or by the State of Michigan or the County of Jackson, whose duty is to preserve the peace or to make an arrest or to enforce the law, and includes game, fish or forest wardens, members of the State Police, Conservation Officers or firefighters.

**PERSON** — Includes state and local officers and employees, individuals, corporations, co-partnerships and associations.

**POULTRY** — All domestic fowl, ornamental birds and game birds possessed or being reared under the authority of a breeder's license pursuant to Act 191 of the Public Acts of 1929, as amended. (MCLA § 317.71 et seq.; MSA 13.1271 et seq.)<sup>1</sup>

**PROPERTY** — Tangible or intangible real or personal property.

**PUBLIC PLACE** — Any street, alley, sidewalk, park, public building, any place of business open to or frequented by the public, and any other place which is visible or accessible to the public.

**TOWNSHIP** — The Charter Township of Blackman.

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<sup>1</sup>. Editor's Note: See now MCLA § 324.42701 et seq.

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**§ 36-58. Unlawful act.**

It shall be unlawful and punishable, as provided herein, for any person to be a disorderly person 36-58 within the Charter Township of Blackman.

**§ 36-59. Disorderly person.**

A. A person is a disorderly person if the person is any of the following, or the person aids or abets another to do such an act or engage in any practice so as to be:

- (1) A person who is intoxicated in a public place;
- (2) A person who disturbs the public peace and quiet by engaging in a disturbance, fight, quarrel or altercation in a public place;
- (3) A person who obstructs, resists, impedes, hinders or opposes a peace officer in the discharge of his or her official duties;
- (4) A person who shall break or escape from the lawful custody of a public safety officer of the Township;
- (5) A person who furnishes a peace officer with false, forged, fictitious or misleading verbal or written information identifying the person as another person, if the person is detained for investigating a violation of a statute or Township ordinance;
- (6) A person who summons, as a joke or prank or otherwise, without any good reason therefor, by telephone or otherwise, the Public Safety Department or any public or private ambulance to go to any address where the service called for is not needed;
- (7) A person who makes a false report, by telephone or otherwise, to any public official which may reasonably be expected to cause the evacuation or closing of a building or place open to the public, or who knowingly makes a false statement or report to a peace officer;
- (8) A minor, under 16 years of age, who is in a public place or on the public street between the hours of 10:00 p.m. and 6:00 a.m.;<sup>2</sup>
- (9) A person who commits an assault or an assault and battery against another;
- (10) A person who spits or expectorates on, at or toward another person, or who urinates or defecates in a public place;
- (11) A person who, without permission, peeps or peers into the windows of any inhabited place that he or she does not own or occupy;
- (12) A person who shall leave the outside of any building or dwelling in a place accessible to children any abandoned, unattended, available or discarded icebox, refrigerator or any other container of any kind which has an airtight door or lock which may not be easily

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<sup>2</sup>. Editor's Note: See also Part 3, Curfew, of this chapter.

released for opening from the inside of such icebox, refrigerator, container or compartment;

- (13) A person who knowingly attends, frequents, operates or loiters in or about a place where gambling, the illegal sale of intoxicating liquor, controlled substances, or any other illegal business or occupation is permitted or conducted;
- (14) A person who maintains a gaming room, gaming table, or any policy or pool tickets used for gaming; knowingly allows a gaming table, or any policy or pool tickets to be kept, maintained, played or sold on any premises occupied or controlled by him or her except as permitted by law; conducts or attends any cock fight or dog fight; or places, receives or transmits any bet on the outcome of any race, contest, or game of any kind whatsoever;
- (15) A person who loiters, wanders, stands or remains idle in a public place so as to:
  - (a) Obstruct a public street, highway, sidewalk, place or building by hindering, impeding or threatening to hinder or impede the free and uninterrupted passage of vehicles, traffic or pedestrians therein or thereon; or
  - (b) Obstruct or interfere with the free and uninterrupted use of property or business lawfully conducted by anyone in, upon, facing or fronting any such public street, highway, sidewalk, place or building so as to prevent the free and uninterrupted ingress or egress thereto or therefrom; and who refuses or fails to forthwith obey an order by a peace officer to cease such conduct and to move and disperse;
- (16) A person who willfully enters the lands or premises of another without lawful authority after having been forbidden to do so by the owner or occupant, agent or servant of the owner or occupant;
- (17) A person who willfully enters the lands or premises of another and who neglects or refuses to depart from the land or premises of another after being notified by the owner or occupant, agent or servant of the owner or occupant to depart therefrom;
- (18) A person who knowingly sells, gives or furnishes alcoholic beverages, beer, liquor or spirits to any person under the age of 21 years or to any drunken, intoxicated or disorderly person;<sup>3</sup>
- (19) A person who possesses any open intoxicant or consumes any alcoholic beverages, beer, liquor or spirits while in or upon a public street, sidewalk or nonlicensed public place;
- (20) A person who, without consent of the owner or occupant, shall dump, deposit, place, throw or leave litter on public or private property;<sup>4</sup>

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<sup>3</sup> . Editor's Note: See also Part 2, Alcohol, of this chapter.

<sup>4</sup> . Editor's Note: See also Part 5, Littering, of this chapter.

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- (21) A person who makes or continues any loud noise which annoys, disturbs, injures or endangers the comfort, repose, health, peace or safety of others within the limits of the Township, including, but not limited to:<sup>5</sup>
- (a) Sounding any horn or signal device on any automobile, motorcycle, bus, streetcar, or other vehicle for reason other than as a signal in response to an imminent danger and implemented as an immediate safety measure, for an unnecessary and unreasonable duration, or unreasonably loudly or harshly;
  - (b) Playing or amplifying any radio, phonograph, stereo, tape or disc player, or musical instrument in such a manner or with such volume so as to annoy or disturb the quiet, comfort or repose of persons in any place of business, or any dwelling, hotel or other type of residence, or of any persons in the immediate vicinity;
  - (c) Yelling, shouting or making any other noise on a public street or sidewalk at any time or place so as to annoy or disturb the quiet, comfort or repose of any persons in any place of business, or any dwelling, hotel or other type of residence, or of any persons in the immediate vicinity;
  - (d) Keeping any animal or bird which causes frequent or loud continued noise that disturbs the comfort or repose of any persons in the vicinity;
  - (e) Blowing any whistle or siren, except as a warning of danger or upon request and authority of proper Township authorities;
  - (f) Discharging the exhaust of any steam engine, stationary internal-combustion engine, motor boat or motor vehicle into the open air, except through a muffler or other device which will effectively prevent loud or explosive noises therefrom;
  - (g) Intentionally squealing the tires of any motor vehicle;
  - (h) Erecting, excavating, demolishing, altering or repairing any building, or excavating streets and highways, other than between the hours of 7:00 a.m. and 10:00 p.m.;
  - (i) Creating loud and excessive noises in connection with the loading or unloading of any vehicle, or the opening and destruction of bales, boxes, crates and containers;
  - (j) Creating noise with any drum, loudspeaker or other instrument or device to attract attention to any performance, show or sale or display of merchandise.
- (22) A person who disables or attempts to disable, in whole or in part, any motor vehicle owned or operated by another person, by any means, including but not limited to deflating tires attached to said motor vehicle, or placing a foreign substance in the motor vehicle's fuel tank;
- (23) A person who throws or propels any snowball, rock, missile or object from any moving vehicle;
- (24) A person less than 21 years of age who possesses any alcoholic beverage, beer, liquor

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<sup>5</sup>. Editor's Note: See also Part 6, Noise, of this chapter.

§ 36-59

or spirits;

- (25) A person who maliciously telephones any other person for the purpose of harassing, molesting, threatening, intimidating or annoying such other person or his or her family, whether or not conversation ensues;
- (26) Any person, 17 years of age or older, who shall accost, solicit or invite another in any public place, or in or from any building or vehicle, by word, gesture or any other means, to commit prostitution or to do any other lewd or immoral act;
- (27) A person who invites, entices, coaxes, persuades or induces by threat, promise or false statement, any minor child under the age of 17 years to enter any motor vehicle or conveyance, or private property or place, except where the parent or guardian of that child has given that person express consent; this section shall not prohibit school personnel, peace officers or public health or social worker personnel from carrying out the normal duties of their employment;
- (28) A person who carries a knife having a blade of three inches in length or more, whether in a sheath or not, in a public place or in a vehicle on a public roadway, right-of-way or place open to the public;
- (29) A person who carries any firearm, air rifle, bow and arrow, slingshot, crossbow or other dangerous weapon in any public place, subject to the following exceptions:
  - (a) When it is in a case and is not loaded;
  - (b) When a bow or crossbow is unstrung or encased, or when it is being carried under the direct supervision of authorized public recreational personnel; or (c) Where and as otherwise permitted by state law.
- (30) Animals. A person who:
  - (a) Owns any animal and who permits the animal to run at large, except, however, that a dog engaged in hunting need not be leashed when under the reasonable control of its owner;
  - (b) Owns any dog of any age, licensed or unlicensed, wearing a collar or not wearing a collar, except a leader dog for a handicapped person accompanied by its owner, and who permits the dog to be within the confines of any public park when such park, by appropriate designation at its entrance, prohibits dogs;
  - (c) Owns any dog at any time, licensed or unlicensed, which destroys property, real or personal, or trespasses in a damaging way on property of persons other than the owner;
  - (d) Owns any dog, cat, livestock, poultry, or other animal at any time, licensed or unlicensed, which attacks or bites a person;
  - (e) Owns any dog which shows vicious habits, including, but not limited to, charging, snarling, growling, etc., or which molests passersby when such persons are lawfully on a public highway, right-of-way or adjacent property;



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- (f) Owns, keeps, houses, tethers or otherwise possesses or maintains any animal in such a way or manner or in such location whereby noises emanating from said animal, including, but not limited to, loud and frequent barking, howling or yelping, shall cause a disturbance or otherwise disrupt the peace, quiet and tranquility of persons within the limits of the Township, is a nuisance in the neighborhood in which the animal is kept, possessed or harbored. This section does not apply to kennels lawfully operating within the Township, except upon evidence of mistreatment of animals situated therein;
- (g) Owns any livestock or poultry which is kept, possessed, or harbored within the boundaries of any nonagricultural area within the Township;
- (h) Owns any dog or other animal which is not confined upon the premises of the owner between sunset and sunrise of the following day, except when the dog or other animal is otherwise under the reasonable control of the owner;
- (i) Removes a collar or a tag from any dog or any other animal without the permission of its owner, or decoys or entices any dog or other animal out of an enclosure or off the property of its owner, or seizes, molests or teases any dog or other animal while held or led by any person or while on the property of its owner.
- (j) Leaves any dog or cat in a vehicle, when the temperature outside is 70° F. or higher, unless climate controlled.
- (k) Fails to provide any animal with sufficient food, water, shelter, sanitary conditions, exercise and/or veterinary medical attention.

"Shelter" means adequate protection from the elements and weather conditions suitable for the age, species, and physical condition of the animal, so as to maintain the animal in a state of good health. Shelter, for livestock, includes structures or natural features such as trees or topography. Shelter, for a dog, includes one or more of the following:

- [1] The residence of the dog's owner or other individual.
- [2] A doghouse that is an enclosed structure with a roof and of appropriate dimensions for the breed and size of the dog. The doghouse shall have dry bedding when the outdoor temperature is or is predicted to drop below freezing.
- [3] A structure, including a garage, barn, or shed, that is sufficiently insulated and ventilated to protect the dog from exposure to extreme temperatures or, if not sufficiently insulated and ventilated, contains a doghouse as provided under Subsection A(30(k)[1][b] that is accessible to the dog.

- (31) A person who intentionally and maliciously kills, injures or maims any animal, livestock or poultry owned by another person. However, any person may kill any dog or other animal which he or she sees in the act of or actually attacking or wounding any person, livestock, poultry or other animal, and there shall be no liability on such person in damages or otherwise for such killing. In no event shall the provisions of this subsection exonerate a person from compliance with the criminal laws of this state, including, by way of example, the safe discharge of firearms;

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(32) A person under 18 years of age that possesses or smokes cigarettes or cigars; or possesses or chews, sucks or inhales chewing tobacco or tobacco snuff; or possesses or uses tobacco in any form on a public highway, street, alley, park or other lands used for public purposes, or in a public place of business or amusement;

(33) A person who sells, gives to, or in any way furnishes cigarettes, cigars, chewing tobacco, tobacco snuff or tobacco in any form to a person under 18 years of age;

(34) A person who is engaged in indecent or obscene conduct or indecent exposure of their person in a public place.

(35) A person who provides false information to a police officer.

(a) Except as provided in this section, a person who is informed by a police officer that he or she is conducting a criminal investigation shall not do any of the following:

- [1] By any trick, scheme, or device, knowingly and willfully conceal from the police officer any material fact relating to the criminal investigation;
- [2] Knowingly and willfully make any statement to the police officer that the person knows is false or misleading regarding a material fact in that criminal investigation;
- [3] Knowingly and willfully issue or otherwise provide any writing or document to the police officer that the person knows is false or misleading regarding a material fact in that criminal investigation;

(b) This section does not apply to either of the following:[a]

- [1] Any statement made or action taken by an alleged victim of the crime being investigated by the police officer.
- [2] A person who was acting under duress or out of a reasonable fear of physical harm to himself or herself or another person from a spouse or former spouse, a person with whom he or she has or has had a dating relationship, a person with whom he or she has had a child in common, or a resident or former resident of his or her household.

(c) This section does not prohibit a person from doing either of the following:[a]

- [1] Invoking the person's rights under the Fifth Amendment of the constitution of the United States or Section 17 of Article I of the State Constitution of 1963.
- [2] Declining to speak to or otherwise communicate with a police officer concerning the criminal investigation.

(d) As used in this section, "dating relationship" means frequent, intimate associations primarily characterized by the expectation of affectional involvement. This term does not include a casual relationship or an ordinary fraternization between two persons in a business or social context.

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(36) A person who rakes, places, or mows fallen tree leaves or grass clippings onto the pavement or into the gutter of any public street or permits grass clippings from mower swaths to remain upon public sidewalks, street pavements, or gutters of any public street, or on an abutting property not owned or occupied by said person.

**§ 36-60. Exceptions.**

None of the terms or prohibitions hereof shall apply to or be enforced against:

- A. The operation of any vehicle of the Township while engaged upon necessary public business.
- B. Excavation or repairs of bridges, streets, highways or water mains by or on behalf of the

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Township or state during the night when the public welfare and convenience renders it impossible to perform such work during the day.

**§ 36-61. Parental responsibility.**

No parent, guardian, or other person having charge, guardianship, custody or control of any minor under the age of 17 years shall encourage, knowingly permit or by inefficient control allow the minor to violate a provision of this article. Proof that the minor was convicted of violating this article shall be prima facie evidence that the minor's parent or guardian allowed or encouraged the minor to violate such section.

**§ 36-62. Violations and penalties; remedies for violations.**

Any person violating any provision of this article shall be deemed guilty of a misdemeanor. Penalties may be imposed up to 90 days' incarceration in the Jackson County Jail and/or fines up to \$500 plus the costs of prosecution. In addition, any violation of this article shall be deemed a nuisance per se, permitting the Township Board, its officers, agents or any private citizen who lives in the Township to take such action in any court of competent jurisdiction to cause the abatement of such nuisance, including injunctive relief.

Blackman Charter Township, MI  
Friday, July 12, 2024

## Chapter 55. Property Use

### Part 2. Blight

#### Article II. Blight Elimination.

[Adopted 8-2-2004 by Ord. No. 106; amended in its entirety 4-20-2020]

##### § 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,<sup>[1]</sup> 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.

[1] *Editor's Note: See MCLA § 125.71 et seq.*

##### § 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 six 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 timeline 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, within 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. Storefronts 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.

## BLIGHT ORDINANCE

An ordinance to prevent, reduce or eliminate blight, blighting factors or causes of blight within Blackman Charter Township, Jackson County, Michigan; to provide for the enforcement hereof; and to provide penalties for the violation hereof. Pursuant to the enacting authority therefore provided by Public Act 344 of 1945, as amended, the Blighted Area Rehabilitation Act (MCL 125.71, *et seq.*).

THE CHARTER TOWNSHIP OF BLACKMAN, JACKSON COUNTY, MICHIGAN,  
ORDAINS:

### **Section 1: Purpose**

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

### **Section 2: Causes of Blight or Blighting Factors**

It is 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 neighborhoods. On and after the effective date of this ordinance, no person, firm, limited liability company, corporation, or business entity of any kind shall maintain or permit to be maintained any of these causes of blight or blighting factors upon any property in Blackman Charter Township owned, leased, rented, or occupied by such person, firm or corporation.

A. In any area zoned for residential purposes, the storage upon any property of junk automobiles, except in a completely enclosed building. For the purpose of this ordinance, the term "junk automobiles" shall include any motor vehicle which is not licensed for use upon the highways of the State of Michigan, and

shall also include, whether so licensed or not, any motor vehicle which is inoperative.

B. In any area zoned for residential purposes, the storage upon any property of building materials unless there is in force a valid building permit issued by Blackman Charter Township for construction upon said property and said materials are intended for use in connection with such construction. Building materials shall include but shall 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, landscaping materials, or any other materials used in constructing any structure.

C. In any area, the storage or accumulation of junk, trash, rubbish 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 7 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 no longer habitable, if a dwelling, nor useful for any other purpose of 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 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 a reasonable time.

### **Section 3: Enforcement and Penalties**

A. This ordinance shall be enforced by such persons who shall be so designated by the Township Board.

B. The owner, if possible, and the occupant of any property upon which any of the causes of blight or blighting factors set forth in Section 2 is found to exist shall be notified in writing to remove or eliminate such causes of blight or blighting factors from such property within 7 days after service of the notice upon him. Such notice may be served personally or by certified mail, return receipt requested as well as 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 to comply with such notice within the time allowed by the owner and/or occupant shall constitute a violation of this ordinance.

D. Any violation of any provision of this subchapter is declared to be a nuisance, and the township may institute appropriate court proceeding to enjoin, abate, and remove any such nuisance.

E. Any person found to be in violation of this chapter shall be responsible for a municipal civil infraction as defined by law and shall be subject to a civil fine of not less than \$100 and not more than \$500 as determined by the court. In addition, such person shall be deemed to be responsible for costs, which may include all expenses to which the township has been put as a result of the municipal civil infraction. In no case, however, shall costs of less than \$100, nor more than \$500, be ordered. A person found to be in violation shall also be subject to such additional sanctions and judicial orders as are authorized under Michigan law. The term PERSON shall be deemed to include partnerships, limited liability companies, corporations, and other legal entities.

### **Section 4: Effective Date and Adoption**

**This ordinance shall become effective thirty (30) days after its publication as required by law.**

## BLACKMAN CHARTER TOWNSHIP LARGE EVENTS ORDINANCE

The Township Board of Trustees finds and declares that the interests of the public health, safety, and welfare of the citizens of the Township require the regulation of assemblages of large numbers of people in excess of those normally drawing upon the health, sanitation, fire, police, transportation, utility, and other public services regularly provided in the Township.

### BLACKMAN CHARTER TOWNSHIP ORDAINS:

#### Section 1. Definitions.

The following terms, as used in this Ordinance, are hereby defined to mean:

“Course Map” shall mean an illustration of all areas of the Township where participants of an event may occupy for purposes of the given event.

“Event” shall mean an organized and open to the general public event where **two hundred fifty (250)** people or more will be in attendance at one time and held on either public or private real property or on the roads within the Township and may be held at one or more sites; provided, **however, an event shall not include an activity of any size that is sponsored by an elementary or secondary school recognized as such by the State of Michigan for purposes of supporting that entity and held on school premises or as otherwise authorized in the zoning ordinance.**

“Permittee” shall mean any person, entity and/or sponsor to whom a permit is issued pursuant to this Ordinance.

“Person” shall mean any natural person, partnership, corporation, limited liability company, association, organization, or other legal entity.

“Site(s)” shall mean the location(s) where the event is to be held.

“Sponsor” shall mean any person or entity that organizes, promotes, conducts, or causes to be organized promoted or conducted an event.

“Temporary Structure” shall mean any structure erected or placed for the use of an event which is transient in nature and easily removed without causing undo harm to any site hosting an event subject to this ordinance.

“Township” shall mean Blackman Charter Township.

“Township Board” shall mean the Supervisor, Clerk, Treasurer, and four Trustees of Blackman Charter Township or its designated representative(s).

## Section 2. Permit Requirements.

### 2.1 Necessity of Permit

A person shall not sponsor, maintain, conduct, **promote** or permit an event in Blackman Charter Township without first obtaining an approval from the Township Board for each such event and obtaining a permit for the approved event from the Blackman Charter Township Zoning Administrator.

### 2.2 Application for Permit

No later than **one hundred twenty (120) days** before the proposed event, the person or sponsor(s) of the event shall submit in writing an application for an event permit to the Building & Zoning Department on such forms and in such manner as the Township prescribes. If the person or sponsor(s) fails to provide all the information required by this Ordinance, then the application shall be deemed incomplete, shall not be processed, and may be denied by the Building & Zoning Department on that basis. The application shall contain:

- (1) The name(s), address(es) and telephone number(s) of the sponsor(s) of the proposed event.
- (2) If the event is to be held on private property, the name(s), address(es) and telephone number(s) of the owner or lessee whose presence will be required during the event.
- (3) The date(s) and estimated hours of the proposed event.
- (4) A description of the kind, character and type of the event proposed.
- (5) The address or location of the site(s) at which the proposed event will be held, including a written statement from the real property owner consenting to the use of his or her property for the proposed event.
- (6) An estimate of the maximum number of people expected to attend (including staff, vendors, and volunteers) the proposed event.
- (7) A copy of the notice required to be sent per Section 2.7 of this ordinance.
- (8) A rendering of all signage proposed as part of the event with dimensions and in compliance with Blackman Charter Township Zoning Ordinance requirements.
- (9) A written statement that indicates how the sponsor(s) plans to provide for the following:
  - (a) Police and fire protection.
  - (b) Medical facilities and services; including emergency vehicles and equipment.
  - (c) Food and water supply facilities.
  - (d) Health and sanitation facilities.
  - (e) Vehicle access and parking facilities.
  - (f) Cleanup and waste disposal.
  - (g) Noise control & trespass.
  - (h) Road closures
  - (i) Insurance or bonding arrangements.
  - (j) A list of the names and addresses of all persons to whom the public notification document is to be sent as per Section 2.7 of this Ordinance.

(10) A site plan, drawn to scale, illustrating the following uses as part of the proposed event:

- (a) Parcel boundaries of the site(s).
- (b) Location of event area on the site(s).
- (c) Location of parking areas and ingress/egress as required by Section 2.3 of this Ordinance.
- (d) Location of sanitary facilities.
- (e) Location and number of temporary structures.
- (f) Location of medical facilities.
- (g) Location of waste disposal facilities.
- (h) A course map, if applicable, of the event including the location and description of what activities will take place upon those areas of the Township subject to the proposed event.
- (i) Location of all signage on site(s) and along the event's course.

#### 2.3 Parking requirements

- (1) One (1) parking space is required for every three (3) persons attending/participating in the event.
- (2) Parking spaces shall measure a minimum of ten (10) feet by thirty (30) feet in size.
- (3) All parking spaces shall be located on the event site(s).

#### 2.4 Pre-Application Meeting

Prior to any official application being accepted by the Building & Zoning Department the applicant must meet with the Township staff. This meeting will be scheduled with the assistance of the Building & Zoning Department and shall include other permitting agencies and services as necessary.

#### 2.5 Emergency Services

Large outdoor events may require additional emergency services. The event sponsor shall be responsible for all expenses incurred as a result of contracting the required emergency services.

#### 2.6 Road Closures

Any proposed road closures within Blackman Charter Township will require the support and approval of the Township Board and the Jackson County Department of Transportation.

#### 2.7 Public Notification

Following application for an event, and at least fifteen (15) days prior to the meeting of the Township Board where the application will be discussed the applicant shall send by first class mail a written notice of the of the hearing to all owners and occupants of real property within 300 feet of the of the site(s). The notice shall contain the following information:

- (a) The location of the proposed event and its course, if applicable.
- (b) The date(s) and time(s) of the proposed event.
- (c) The date, time, and location of the public hearing where the application will be discussed.

(d) A statement that the site plan and application for the proposed event is available for public inspection at the Township offices.

Upon granting of the permit and at least fifteen (15) days but not more than thirty (30) days prior to the event the applicant shall send by first class mail a written notice of the approved event to all owners and occupants of real property within 300 feet of the of the site(s). The notice shall contain the following information:

(a) The location of the proposed event and its course, if applicable.

(b) An estimate of the maximum number of people expected to attend the event.

(c) The date(s) and time(s) of the proposed event.

(d) A statement that the site plan and application for the proposed event is available for public inspection at the Township offices.

## 2.6 Additional Permit Approvals

Any event (including temporary structures and/or accessory equipment) which may be subject to any local, State, or Federal regulations shall provide approved permits for closure of roadways, sales of alcohol, usage of public facilities, and sanitation requirements. Any site or business within the Township which has a Conditional Use Permit must also continue compliance with the regulations outlined in that permit.

## 2.7 Application Fee

Each application for an event permit shall be accompanied by a nonrefundable fee in an amount established by the Township Board.

## 2.8 Action on Application

After receiving a complete application for an event permit and the appropriate fee, the Township Board shall consider the information contained in the application and shall, if necessary, investigate or cause to be investigated the circumstances surrounding the proposed event, including the suitability of the site(s) location and course for the proposed event, the time span of the proposed event, the number of people anticipated to attend, whether there is a conflict with other uses of the site(s), the increased demands on the Township, including law enforcement, fire services, and emergency medical resources, and the sponsor's plans to provide adequate food and water facilities, bathroom facilities, disposal of solid waste and garbage, vehicle parking and access to the site(s).

Within sixty (60) days after receiving a complete application (as determined and stated in writing by staff) for an event permit, the Township Board shall consider the application and approve the event, unless after considering the above factors, it finds that holding the event as proposed in the application would be detrimental to the public health, safety, and welfare of the Township.

If the Township Board denies or revokes an event permit, the Planning & Zoning Department shall send by certified mail written notice and the reasons for such actions to the sponsor(s) of the event.

## 2.9 Basis for Determination

The Township Board shall find that each proposed event meets the following standards:

- (a) That the sponsor can legally apply for an event permit.
- (b) That the event meets the requirements of Blackman Charter Township for fire and police protection, water supply, sewage disposal or treatment, storm drainage and other public facilities and services.
- (c) That the event meets the standards of all other governmental agencies where applicable, and the approval of these agencies has been obtained or is assured.
- (d) That the parking layout will not adversely affect the flow of traffic within the site, or to and from the adjacent streets.
- (e) That vehicular and pedestrian traffic within the site(s) and course, and in relation to streets and sidewalks serving the site, shall be safe and convenient.
- (f) That outdoor storage of garbage is located so as to not be a nuisance to the subject property or neighboring properties and a plan for removal upon completion of the event is outlined.
- (g) That the sponsor(s) have an adequate plan to assure that all signage approved in conjunction with the event be removed within 24 hours of the end of the event.
- (h) That the event will not have a substantially negative impact on township or county resources or on adjacent properties. When considering this standard, the Township Board shall consider the type, time of year, and impact of the proposed event as well as the impacts and number of previously approved events in the same calendar year and shall apply this standard in a manner to avoid overuse of township or county resources or to avoid repetitive, negative impacts on the same adjacent property or properties. In addition, the Township Board shall find adequate evidence that each event will:
  - (i) Not be hazardous to existing uses in the same general vicinity.
  - (ii) Be served adequately by essential facilities and services such as highways, streets, police, fire protection, drainage structures, refuse disposal, and water and sewage facilities.
  - (iii) Not create additional requirements at public cost for public facilities and services.

## 2.10 Insurance and Conditions

- (a) The sponsor shall maintain general liability insurance of no less than \$1,000,000.00 (one million dollars) naming Blackman Charter Township as an additional insured and shall as a condition of receiving a permit under this Ordinance, provide a copy of the insurance policy binder as well as the name, telephone number and, if applicable, email address of the name of the insurance company agent who issued the insurance policy.
- (b) The Township Board may attach reasonable condition with the approval of an event under this Ordinance. Any such condition shall be imposed to ensure continuing compliance with the requirements of this Ordinance.

## Section 2.11 Annual Permit Renewal

If the event is to happen on an annual basis and in the same location a permit may be issued upon review by Building & Zoning staff for up to two subsequent years after initial permit request provided the applicant provides the following information:

- (a) Number of participants expected, and that number does not exceed permitted participants by more than ten (10) percent; and
- (b) Any changes to initial permit application.

### Section 3. Violations.

#### 3.1 Municipal Civil Infractions

Any person who violates any provision of this Ordinance or any condition imposed under this Ordinance shall be responsible for a municipal civil infraction and shall be subject to a fine of not more than Five Hundred and 00/100 (\$500.00) Dollars. Each day this Ordinance is violated shall be considered as a separate violation.

#### 3.2 Enforcement Official

The Township Supervisor, Zoning Administrator, and all Township Public Safety Officers are hereby designated as the authorized Township officials to issue municipal civil infraction citations directing alleged violators of this Ordinance to appear in court.

#### 3.3 Nuisance Per Se

A violation of this Ordinance is hereby declared to be a nuisance per se and is declared to be offensive to the public health, safety, and welfare.

#### 3.4 Civil Remedies

In addition to enforcing this Ordinance through the use of a municipal civil infraction proceeding, the Township may initiate proceedings in the Circuit Court to abate or eliminate the nuisance per se or any other violation of this Ordinance.

### Section 4. Conflicts With Other Ordinances.

To the extent that any section of this Ordinance conflicts with the provisions of any Ordinance adopted by Blackman Charter Township, the provisions of the other Ordinance shall supersede and govern.

### Section 5. Severability.

If any portion of this Ordinance shall be found to be invalid by any court of competent jurisdiction and venue, the remaining provisions of this Ordinance shall be severable and valid.

### Section 6 . Effective Date.

This Ordinance shall become effective thirty (30) days after being published in a newspaper of general circulation within the Township.



## Blackman Charter Township

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

## Special Events Permit Application

Fee \_\_\_\_\_

<b>:: FOR OFFICIAL USE ONLY ::</b>	
<input type="checkbox"/> <b>\$100 application fee</b> (must be paid by cash or check when application is submitted). <i>Fee is non-refundable. Application will not be processed until payment is received.</i>	
<input type="checkbox"/> Completed <b>Application Form</b>	Date: _____
<input type="checkbox"/> Obtained all <b>Township approvals</b>	Date: _____
<input type="checkbox"/> Copy of <b>Applicant's Driver's License</b> (or other identification)	
<input type="checkbox"/> Copies of <b>Certificate(s) of Liability Insurance</b> (if applicable)	
<input type="checkbox"/> Copy of <b>Misc. Use of ROW Permit</b> for road closure(s) (if applicable)	
<input type="checkbox"/> Copy of <b>Liquor License</b> (if applicable)	
<input type="checkbox"/> Copy of <b>Temporary Food Establishment Permit</b> (if applicable)	
<input type="checkbox"/> Copy of Map/Diagram of <b>Proposed Site Plan / Set-up / Parking</b>	
<input type="checkbox"/> Obtained <b>Security / Traffic Control / EMS / Fire Safety</b> services, as required. (Circle all that apply.)	

<b>Applicant Information</b>		
<b>(Please Print)</b>		
Applicant Name _____		
Street Address _____		
City _____	State _____	Zip Code _____
Home Telephone No. _____	Cell Phone _____	
Work Telephone No. _____	Email _____	

<b>Organization / Business Sponsoring Event</b>			
<b>(Please Print)</b>			
Name of Organization / Business _____		Contact Person _____	
Street Address _____	City _____	State _____	Zip Code _____
Email _____	Office No. _____	Fax No. _____	Cell Phone _____

<b>Contact Person(s) on Day(s) of Event</b>			
<b>(Please Print)</b>		<b>(Please Print)</b>	
Contact Person No. 1 (Primary Contact) _____		Contact Person No. 2 (Secondary Contact) _____	
Telephone No. _____	Cell Phone _____	Telephone No. _____	Cell Phone _____
Email _____		Email _____	

<b>Event Details</b>			
<b>(Please Print)</b>			
Name of Event _____	Start Date <u>  </u> / <u>  </u> / <u>  </u>	End Date <u>  </u> / <u>  </u> / <u>  </u>	Estimated Attendance (Include volunteers & participants) _____
Hours of Event (List hours of each day separately, if multi-day event) _____	Estimated Time for Set-Up _____	Estimated Time for Clean-Up _____	
Location of Event _____	Purpose of Event _____	Property Zoning Classification _____	

<b>Brief Description of Event</b>	
Type of Event: _____	Map attached: <input type="checkbox"/> Yes (Include locations for parking, food/beverage, booths, tents, rest areas, stages, first aid, etc.) <input type="checkbox"/> No

<b>:: FOR OFFICIAL USE ::</b>	<b>Time Stamp</b>
Received By: _____ (Initials)	_____

**LOGISTICS SECTION**

**UTILITY NEEDS:** (List items needed) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Will additional electrical supply be required? \_\_\_\_\_

\_\_\_\_\_

**SANITATION / RESTROOM FACILITIES:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**BOOTHS / TENTS / AWNINGS:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**PICNIC TABLES / REFUSE BARRELS:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**BARRICADES / TRAFFIC CONES / SIGNS:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Are signs township approved? \_\_\_\_\_

Township Approval Date: \_\_\_\_\_

**CLEAN-UP PROCEDURES:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**HOSPITALITY SECTION**

**FOOD & BEVERAGES:**

Will food and/or beverages be served?  Yes  No

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

**ALCOHOLIC BEVERAGES:**

Will alcoholic beverages be served?  Yes  No

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

**:: FOR OFFICIAL USE ONLY ::**

Date Stamp of JCHD Application: \_\_\_\_\_

Copy of Temporary Food Permit Application: \_\_\_\_\_  
A copy of the Temporary Food Application to be submitted upon approval of the Jackson County Health Department

.....

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

**:: FOR OFFICIAL USE ONLY ::**

Date Approved by MLCC: \_\_\_\_\_

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

.....

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

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

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

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

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

**PUBLIC SAFETY SECTION**

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

**SECURITY:** Will security be on-site for event?  Yes  
 No  
If so, for how long? \_\_\_\_\_  
Will security be armed?  Yes  
 No  
Will security be uniformed or non-uniformed? \_\_\_\_\_  
\_\_\_\_\_  
If private security, provide contact information: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PARKING:** How many staff will handle parking? \_\_\_\_\_  
How many parking spaces will be available? \_\_\_\_\_  
Where are parking locations? \_\_\_\_\_  
\_\_\_\_\_  
If on adjacent properties, is approval obtained? \_\_\_\_\_  
List all property owners who have authorized parking: \_\_\_\_\_  
\_\_\_\_\_  
Are Parking Permits Required? \_\_\_\_\_ If yes, are copies attached? \_\_\_\_\_ No. of Permits \_\_\_\_\_

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

**CROWD CONTROL / FIRE SAFETY:**  
How will crowd control be maintained? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
If indoor event, will occupancy limit be exceeded?  Yes  
 No  
Will FD be required to remain on-site?  Yes  
 No  
If yes, indicate timeframe FD is needed: \_\_\_\_\_  
\_\_\_\_\_  
Will a medical standby be required?  Yes  
 No  
Will fire lanes and hydrants be accessible?  Yes  
 No  
Will there be open flames or pyrotechnics? If yes, list items below:  
\_\_\_\_\_  
\_\_\_\_\_  
Will this event have a large amount of combustible material? If yes, what type and amount? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ROAD CLOSINGS:** List road(s) to be closed: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**:: FOR OFFICIAL USE ONLY ::**

Date JCDOT approved : \_\_\_\_\_  
Permit No./Resolution No: \_\_\_\_\_ / \_\_\_\_\_  
(Copy of Road Closure Permit to be submitted upon approval of JCDOT)  
.....  
If a public road(s) must be closed for this event, a "Miscellaneous Use of Right-of-Way Permit" must be obtained from the Jackson County Department of Transportation





RESOLUTION #10-2024-0715  
FREEDOM OF INFORMATION ACT POLICY

WHEREAS Blackman Charter Township is a public body within the meaning of the Freedom of Information Act, as amended, being Public Act 442 of 1976 (known as "The Act"); and

WHEREAS the declared public policy of the State of Michigan, as set forth in Public Act 442 of 1976 of the Act, is that all persons, except those persons incarcerated in state or local correctional facilities, are entitled to full and complete information regarding governmental, decision-making in a manner consistent with the provisions of the Act; and

WHEREAS, in its capacity as a public body, Blackman Charter Township creates, possesses and maintains certain records which fit within the definition of the term "public records", as that term is defined and used in the Act; and

WHEREAS Blackman Charter Township is required by the provisions of the Act to grant requests by person or corporations desiring to inspect or receive copies of public records which describe the public record sought sufficiently to enable the public body to find the public record, except as provided in PA 442, 1976; and

WHEREAS The Act permits a public body to charge a fee for providing a copy of public records as enumerated therein and requires that it establish and publish procedures and guidelines to implement the provisions of the Act regarding the calculations of costs and the applicable procedures and guidelines; and

WHEREAS Blackman Charter Township desires to establish procedures, guidelines and fees in accordance with and pursuant to the provisions of the Act for application to and for use in connection with requests received by it pursuant to the Act for the inspection or receipt of copies of public records including but not necessarily limited to, the actual cost of labor incurred in the examination, review, separation and deletion, duplication and mailing of non-exempt public records in response to requests for copies of said public records, and, in appropriate circumstances, the actual cost of labor incurred in the search, examination, review and the deletion and separation of exempt from non-exempt material as provided for in PA 442 of 1976;

**NOW, THEREFORE, BLACKMAN CHARTER TOWNSHIP RESOLVES THAT:**

1. The Township Clerk is hereby designated as the FOIA Coordinator for Blackman Charter Township.
2. The office of the FOIA Coordinator shall be deemed to be located in the Office of the Clerk.  
Mailing address: 1990 W. Parnall Road, Jackson, MI 49201, E-mail address:  
clerk@blackmantwp.com, Phone: 517-788-4345. Township Office hours -  
-----
3. The FOIA Coordinator is hereby empowered to designate another individual to act on his or her behalf in accepting and processing requests for public records, and in approving a denial under the pertinent sections of the Act.
4. Any person seeking to inspect or receive a copy of a public record shall submit his or her request for a public record or records in writing to the FOIA Coordinator or his or her designee. The word "writing" as used in this resolution means handwriting, typewriting, printing, Photostatting, photographing, photocopying, and every other means of recording, and includes letters, words, pictures, sounds, or symbols, or combination thereof, and papers, maps, magnetic or paper tapes, photographic films or prints, microfilm, microfiche, magnetic or punched cards, discs, drums, or other means of recording or retaining meaningful content. The words "written request" as used in this resolution shall mean and include a writing that asks for information, and includes a writing

transmitted by electronic mail or other electronic means.

5. Each such written request shall be submitted to the FOIA Coordinator, or his or her designee, by delivering or causing the delivery of such request to the Township Clerk's office.
6. Each such written request which is delivered in person or by ordinary or certified mail shall be deemed to have been received on the date it is delivered to the FOIA Coordinator, or his or her designee, and such receipt shall be documented as to the time at and date on which it was received in the clerk's office.
7. Each such written request which is delivered by electronic mail or other electronic means shall be deemed to have been received on the next business day after the electronic transmission is made and delivered to the FOIA Coordinator, or his or her designee, and such receipt shall be documented as to the time at and date on which it was received in the clerk's office.
8. Each such written request shall be retained by the FOIA Coordinator on file for not less than one year.
9. Each such request shall describe the public record or records requested sufficiently to enable the clerk to find said public record.
10. After searching for and, if possible, locating the requested public record or records, said public record or records shall be examined and reviewed by the FOIA Coordinator, or his or her designee, and separated and deleted from other public records not included in said request.
11. Any requested public record or records that is or are found shall be first searched, examined and reviewed by the FOIA Coordinator, or his or her designee, to determine if it is or they are wholly exempt from disclosure or, if it contains or they contain both exempt and non-exempt material.
12. If the public record or records is or are determined to contain both exempt and non-exempt material; the non-exempt material shall be separated from the exempt material and the non-exempt material shall be made available for the requesting person's examination and copying.
13. All public records determined to be exempt in whole or in part shall be denied to the requesting person in a written Notice of Denial provided to him or her.
14. All responses to requests for inspection or copies of public records shall be made immediately, if reasonably possible, but in no case more than 5 business days after the day the request is received, unless an extension as allowed by law has been requested and shall:
  - a. Grant the request;
  - b. Deny the request in writing provided to the requesting person, or
  - c. Grant the request in part and issue a written notice to the requesting person denying the request in part,
  - d. Issue a notice extending for not more than 10 business days the period during which the Township shall respond to the request; provided, that not more than 1 notice of extension the period for response is issued, it shall contain the reasons for such extension and the date by which the Township will grant the request, deny the request in writing provided to the requesting person, or grant the request in part and issue a written notices to the requesting person denying the request in part.
15. A written Notice of Denial shall contain:
  - a. An explanation of the basis under the Act or other statute for the determination that the public record, or the portion thereof, is exempt from disclosure, if that is the reason for denying the request or a portion of the request;
  - b. A certificate that the public record does not exist under the name given by the requesting person

- or by another name reasonably known to the public body, if that is the reason for denying the request or a portion thereof.
- c. A description of a public record or information on a public record which is separated or deleted as provided in the "Act" if a separation or deletion is made.
  - d. A full explanation of the requesting person's right to do either of the following:
    - i. Submit a written appeal to the Township Board that specifically states the word "appeal" and identifies the reason or reasons for reversal of the disclosure denial: or
    - ii. Seek judicial review within 180 days after the Township's final determination to deny a request under the "Act". Notification of the right to judicial review shall include notification of the right to receive attorney's fees and damages as provided in the "Act" if, after judicial review, the circuit court determines that the Township has not complied with the provisions of the "Act" and orders disclosure of all or a portion of a public record.
    - iii. the signature of the FOIA Coordinator or such other person as he or she might designate in writing.
16. In the event of a written appeal to the Township Board, the Board shall, within 10 days after receiving the written appeal, do 1 of the following:
- a. Reverse the disclosure denial,
  - b. issue a written notice to the requesting person upholding the disclosure denial,
  - c. reverse the disclosure denial in part and issue a written notice to the requesting person upholding the disclosure denial in part, or
  - d. under unusual circumstances (as where there is a need to search for, collect, or appropriately examine or review a voluminous amount of separate and distinct public records pursuant from numerous field offices, facilities, or other establishments which are located apart from the Township), a notice extending for not more than 10 business days the period during which the Charter Township of Blackman shall respond to the appeal may be issued; provided, however, that not more than 1 such notice may issue for such an extension for a particular request.
17. All copies of public records shall be mailed to the requesting person unless personally picked up by the requesting person at the Clerk's office after being notified of their availability.
18. A requesting person who is granted a right to inspect a requested public record or records shall be furnished a reasonable opportunity for inspection and examination of such public record or records together with reasonable facilities for making memoranda or abstracts from same during usual business hours. Such inspections and examinations shall be conducted by the requesting person in the presence of such employees of Blackman Charter Township and under such conditions as the FOIA Coordinator, or his or her designee, might require in order to protect its public records and to prevent excessive and unreasonable interference with the discharge of municipal functions.
19. The following fees shall be charged by Blackman Charter Township and paid by the requesting person in connection with request to inspect or copy public records pursuant to the Freedom of Information Act:
- a. Photocopy expense: \$.10 per page or actual costs
  - b. Labor costs associated with: photocopying records, and any permitted or required searches, examinations, reviews, separation and deletions of material shall be assessed to and paid by the requesting person at the hourly rate paid to the lowest paid public body employee in the employ of Blackman Charter Township who is capable of retrieving the information necessary to comply with the request; which said rate shall be disclosed to the requesting person at the time the identity of lowest paid public-body employee who is capable of retrieving the requested information if determined and said fees are calculated.
  - c. Actual mailing costs.
20. Notwithstanding anything contained herein to the contrary, no fee shall be charged for searching, examining, reviewing, and deleting and separating exempt from non-exempt material unless failure



to charge a fee would result in unreasonably high costs to the public body because of the nature of the request in the particular instance, such as, by way of example, cases requiring advice from legal counsel, additional staffing or other direct expenses not in the ordinary course of business.

21. In case where the estimated actual cost to the Township of responding to a request for the inspection or receiving of a copy of a public record exceeds \$50.00, a good faith deposit equal to ½ of the estimated cost of such response shall be required at the time of the request is received.
22. A copy of a public record shall be furnished, without charge for the first \$20.00 of the fee for each request, to an individual who submits an affidavit that he or she is then receiving public assistance or, if not receiving public assistance, stating facts showing inability to pay the cost because of being indigent.
23. Notwithstanding anything contained herein to the contrary, all information and records of the type specifically described in "The Act", as amended, are hereby declared to be exempt from disclosure as a public record under either this Resolution or the Act.

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At a regular meeting of the Blackman Charter Township Board of Trustees, County of Jackson, State of Michigan, held in the Township Hall on February 12, 2024, at 6:00p.m., this resolution was presented by \_\_\_\_\_ and supported by \_\_\_\_\_

Upon a roll call vote, the following voted "AYE":

The following voted "NAY":

The following were absent:

The Supervisor declared this resolution adopted,

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Peter Jancek, Township Supervisor

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David Elwell, Township Clerk

I, David Elwell, the duly appointed and acting Clerk of the Charter Township of Blackman, hereby certify that the foregoing resolution was adopted by the Blackman Board by a roll call



Mike Richards Painting  
8919 Staghorn Trail  
Parma, MI 49269  
(517) 740-6621

**Date:** JUNE 30, 2023

**To:** Mr. Darin McIntosh  
Blackman Township  
1990 Parnell Rd.  
Jackson, Michigan 49201

**Attn:** Mr. McIntosh

Re: I will Power Wash, scrape all loose paint, caulk cracks in block, prime and paint 2 coats as discussed. I will match same colors as much as possible. This bid includes the Fire Dept. and township building. I will also paint all metal doors on both buildings.

**Total Amount of Bid: (including labor and Materials) \$18,500.00**

**I look forward to working for you.**

A handwritten signature in cursive script that reads "Mike Richards".

Mike Richards  
Mike Richards painting

**Quote #348**

# Bill Chown

328 Cherokee Ln, Jackson, MI 49202  
(517) 812-4459

**DATE**

**BILL TO**

Blackman Twp Public Safety and  
Public Safety Administration Office  
1990 W Parnell Rd, Jackson, MI 49201  
1996 Parnell Rd, Jackson, MI 49201

**FOR**

Painting Services

**Details**

**AMOUNT**

Power wash exterior of both buildings. Scrape as needed on block. Caulk all block joints as needed with proper concrete caulk. Caulk around all windows and door jams as needed. Apply finish coat of Sherwin Williams exterior paints. Color to be determined with owners. All labor and material included. **\$18,500.00**

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**TOTAL \$18,500.00**

Make all checks payable to Bill Chown

If you have any questions concerning this invoice, use the following contact information:

Bill Chown, (517) 812-4459

**THANK YOU FOR YOUR BUSINESS!**

<b>Project / Job Title:</b>	<b>Blackman Township Buildings: Township Building &amp; Public Safety</b>		
<b>Trade Contractor Name:</b>	<b>Touch of Color of Mid Michigan / Painting Contractor</b>		
<b>Submitted By:</b>	<b>Fred Kennedy, Owner</b>	<b>Contact Number:</b>	<b>517-358-5509</b>
<b>Date Submitted:</b>	<b>7/2/2024</b>		

<b>Item #</b>	<b>Scope of Work - Description for Township Office Building</b>	<b>Pricing</b>
1	Power wash and Scrape of all Loose Paint from Building	<b>\$15,853</b>
2	Cut out loose Caulk around all windowes and re caulk	
3	We will Caulk all mortor joints that have crackes in them	
4	Painting two top coats of all Metal siding Facai ,sofft ,and gutters.	
5	Bonding primer on all block walls. Will also aply Block filler on all Porce block.	
6	Two Top Coats of Egg shell finish on all wall	
7	Painting of 6 Ballards	<b>\$600</b>
8	Paintin of 7 Large over head doors	<b>\$3,500</b>
9	Painting of 4 Service Doors	<b>\$700</b>
10	Paint metal ownig over Basement entry	<b>\$300</b>
<b>Subtotal for Township Office Building =</b>		<b>\$20,953</b>

<b>Item #</b>	<b>Scope of Work - Description for Public Safety Building</b>	<b>Pricing</b>
1	Power wash ans scrape any loose paint of	<b>\$7,000</b>
	Paint all Facia ,soffit and gutters.	
	Two top coats of paint only on Blocks that are already Painted	
	Cut out old Caulk and re Caulk 15 window	
	Caulk all Mortar Joints that have crackes in them	
2	Paint 1 service door	<b>\$175</b>
3	Paint 2 Ballards	<b>\$200</b>
4	Clean up of own work each day	
5	Labor sufficient to complete job within project timeline; paid at prevailing wage rate	
6	Sherwin Williams Paint and Primers and Caulk used on project Egg Shell on all wall Satin on all Metal	

7	One Year Warranty on all work specified for project	
8	Extra add ons after primer coat of work is completed in designated areas per schedule timeline will be subject to additional cost and require a completed change order prior to commencement of work. For example, moving a wall, drywall patches, installation of difussers after primer coat has already been applied to the surface.	
	Subtotal for Public Safety Building =	
	<b>Total for both =</b>	<b>\$28,328</b>

\$7,375

**INDEPENDENT AUDITORS' COMMUNICATION WITH THOSE CHARGED WITH GOVERNANCE**

June 28, 2024

Board of Trustees  
Blackman Charter Township  
Jackson County, Michigan

We have audited the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of **Blackman Charter Township, Michigan** (the "Township"), as of and for the year ended December 31, 2023, and have issued our report thereon dated June 28, 2024. Professional standards require that we advise you of the following matters relating to our audit.

**Our Responsibility in Relation to the Financial Statement Audit**

As communicated in our engagement letter dated December 15, 2023, our responsibility, as described by professional standards, is to form and express opinions about whether the financial statements that have been prepared by management with your oversight are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of the Township solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

We have provided our findings regarding internal control over financial reporting and compliance noted during our audit in a separate letter to you dated June 28, 2024. In addition, we noted a certain other matter which is included in Attachment A to this letter.



### **Planned Scope and Timing of the Audit**

We performed the audit according to the planned scope and timing previously communicated to you in our engagement letter.

### **Compliance with All Ethics Requirements Regarding Independence**

The engagement team, others in our firm, as appropriate, and our firm has complied with all relevant ethical requirements regarding independence.

### **Qualitative Aspects of the Township's Significant Accounting Practices**

#### *Significant Accounting Policies*

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the Township is included in Note 1 to the financial statements.

There have been no initial selections of accounting policies and no changes in significant accounting policies or their application during the year.

No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

#### *Significant Accounting Estimates*

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

The most sensitive accounting estimates affecting the financial statements were:

- The assumptions used in the actuarial valuations of the other postemployment benefits plan are based on historical trends and industry standards.

We evaluated the key factors and assumptions used to develop these estimates and determined that they are reasonable in relation to the basic financial statements taken as a whole and in relation to the applicable opinion units.

In addition, the financial statements include a net pension liability and other related amounts, which are dependent on estimates made by the plan. These estimates are based on historical trends and industry standards but are not within the control of management.

#### **Significant Difficulties Encountered During the Audit**

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

#### **Uncorrected and Corrected Misstatements**

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole and each applicable opinion unit. In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. None of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

The schedule of adjustments passed is included with management's written representations in Attachment C to this letter, and summarizes uncorrected financial statement misstatements whose effects in the current and prior periods, as determined by management, are immaterial, both individually and in the aggregate, to the financial statements taken as a whole and each applicable opinion unit.

#### **Disagreements with Management**

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the Township's financial statements or the auditors' report. No such disagreements arose during the course of the audit.

#### **Representations Requested from Management**

We have requested certain written representations from management, which are included in Attachment C to this letter.

#### **Management's Consultations with Other Accountants**

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.



**Other Significant Matters, Findings, or Issues**

In the normal course of our professional association with the Township, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, operating and regulatory conditions affecting the entity, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the Township's auditors.

**Other Information in Documents Containing Audited Financial Statements**

Our responsibility for the supplementary information accompanying the financial statements, as described by professional standards, is to evaluate the presentation of the supplementary information in relation to the financial statements as a whole and to report on whether the supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole. We made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

**Upcoming Changes in Accounting Standards**

Generally accepted accounting principles (GAAP) are continually changing in order to promote the usability and enhance the applicability of information included in external financial reporting. While it would not be practical to include an in-depth discussion of every upcoming change in professional standards, Attachment B to this letter contains a brief overview of recent pronouncements of the Governmental Accounting Standards Board (GASB) and their related effective dates. Management is responsible for reviewing these standards, determining their applicability, and implementing them in future accounting periods.

This information is intended solely for the use of the governing body and management of the **Blackman Charter Township, Michigan** and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in black ink that reads "Lehman Johnson LLC". The signature is written in a cursive, flowing style.

# BLACKMAN CHARTER TOWNSHIP, MICHIGAN

## ■ Attachment A - Comments and Recommendations

For the December 31, 2023 Audit

During our audit, we became aware of a certain other matter that is an opportunity for strengthening internal control and/or improving operating efficiency. This memorandum summarizes our comment and recommendation regarding this matter. Our consideration of the Township's internal control over financial reporting is described in our report, dated June 28, 2024, issued in accordance with *Government Auditing Standards*. This memorandum does not affect that report or our report dated June 28, 2024, on the financial statements of ***Blackman Charter Township, Michigan***.

### *Sewer Fund Receivable with Leoni Township*

The Township has an amount recorded as due from other governments from Leoni Township related to a sewer main break which occurred in 2020. The Township is currently in negotiation with Leoni Township as to the amount of that receivable which will be collected. As the Township currently has no allowance for uncollectible amounts on its ledger, there is a potential that the sewer fund has overstated its assets with respect to the amount which will be collected. We recommend that the Township work with Leoni Township to resolve this matter as soon as possible and update its ledger to reflect the amount to be collected once the appropriate financial responsibility has been fully determined.

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# BLACKMAN CHARTER TOWNSHIP, MICHIGAN

## ■ Attachment B – Upcoming Changes in Accounting Standards / Regulations

For the December 31, 2023 Audit

The following pronouncements of the Governmental Accounting Standards Board (GASB) have been released recently and may be applicable to the Township in the near future. We encourage management to review the following information and determine which standard(s) may be applicable to the Township. For the complete text of these and other GASB standards, visit [www.gasb.org](http://www.gasb.org) and click on the “Standards & Guidance” tab. If you have questions regarding the applicability, timing, or implementation approach for any of these standards, please contact your audit team.

### **GASB 100 ■ Accounting Changes and Error Corrections**

*Effective 06/15/2024 (your FY 2024)*

This standard clarifies the presentation and disclosure requirements for prior period adjustments to beginning net position.

### **GASB 101 ■ Compensated Absences**

*Effective 12/15/2024 (your FY 2024)*

This standard revises the liability governments record for compensated absences payable to include any sick, vacation, personal time, or other PTO reasonably expected to be used by employees or paid out to them at termination.

### **GASB 102 ■ Certain Risk Disclosures**

*Effective 06/15/2025 (your FY 2025)*

This standard requires governments to disclose essential information about risks related to vulnerabilities due to certain concentrations or constraints.

### **GASB 103 ■ Financial Reporting Model Improvements**

*Effective 06/15/2026 (your FY 2026)*

This standard establishes new accounting and financial reporting requirements—or modifies existing requirements—related to the following: a. management’s discussion and analysis (MD&A), b. unusual or infrequent items, c. presentation of the proprietary fund statement of revenues, expenses, and changes in fund net position, d. information about major component units in basic financial statements, e. budgetary comparison information, and f. financial trends information in the statistical section.



# BLACKMAN CHARTER TOWNSHIP, MICHIGAN

## ■ Attachment C – Management Representations

For the December 31, 2023 Audit

The following pages contain the written representations that we requested from management.



## BLACKMAN CHARTER TOWNSHIP

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

June 28, 2024

Rehmann Robson  
675 Robinson Road  
Jackson, MI 49203

This representation letter is provided in connection with your audit of the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of **Blackman Charter Township, Michigan** (the "Township"), as of and for the year ended December 31, 2023, and the related notes to the financial statements, for the purpose of expressing opinions on whether the basic financial statements present fairly, in all material respects, the financial position, results of operations, and cash flows, where applicable, and the respective budgetary comparison for the general fund and the major special revenue fund of the Township in conformity with accounting principles generally accepted for governments in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in the light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement.

We confirm that, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves as of June 28, 2024.

### Financial Statements

1. We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated December 15, 2023, for the preparation and fair presentation of the financial statements of the various opinion units referred to above in accordance with U.S. GAAP.
2. The financial statements referred to above have been fairly presented in accordance with U.S. GAAP, and include all properly classified funds, required supplementary information, and notes to the basic financial statements.
3. We have reviewed and approved the various adjusting journal entries that were proposed by you for recording in our books and records and reflected in the financial statements.
4. With respect to the nonattest services provided, which include any assistance you provided in drafting the financial statements and related notes, proposing standard, adjusting or conversion journal entries, assistance with maintaining/updating a GASB 68 template for pension, assistance with human resources consulting services, and assistance with 1099 filing, we have performed the following:
  - a. Made all management decisions and performed all management functions;
  - b. Assigned a competent individual to oversee the services;

- c. Evaluated the adequacy of the services performed;
  - d. Evaluated and accepted responsibility for the result of the service performed; and
  - e. Established and maintained internal controls, including monitoring ongoing activities.
5. We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
  6. We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
  7. Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.
  8. Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of U.S. GAAP. For the purposes of this letter, related parties mean members of the governing body; board members; administrative officials; immediate families of administrative officials, board members, and members of the governing body; and any companies affiliated with or owned by such individuals.
  9. All events subsequent to the date of the financial statements and for which U.S. GAAP requires adjustment or disclosure have been adjusted or disclosed.
  10. The effects of all known actual or possible litigation and claims have been accounted for and disclosed in accordance with U.S. GAAP.
  11. The effects of uncorrected misstatements summarized in the attached schedule and aggregated by you during the current engagement are immaterial, both individually and in the aggregate, to the applicable opinion units and to the financial statements as a whole.
  12. With regard to items reported at fair value:
    - a. The underlying assumptions are reasonable, and they appropriately reflect management's intent and ability to carry out its stated courses of action.
    - b. The measurement methods and related assumptions used in determining fair value are appropriate in the circumstances and have been consistently applied.
    - c. The disclosures related to fair values are complete, adequate, and in conformity with U.S. GAAP.
    - d. There are no subsequent events that require adjustments to the fair value measurements and disclosures included in the financial statements.
  13. All component units, as well as joint ventures with an equity interest, are included and other joint ventures and related organizations are properly disclosed.
  14. All funds and activities are properly classified.
  15. All funds that meet the quantitative GASB criteria for presentation as major are identified and presented as such and all other funds that are presented as major are considered important to financial statement users.
  16. All components of net position and fund balance classifications have been properly reported.
  17. All revenues within the statement of activities have been properly classified as program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
  18. All expenses have been properly classified in or allocated to functions and programs in the statement of activities, and allocations, if any, have been made on a reasonable basis.

19. All interfund and intra-entity transactions and balances have been properly classified and reported.
20. Deposit and investment risks have been properly and fully disclosed.
21. Capital assets, including infrastructure assets, are properly capitalized, reported, and if applicable, depreciated.
22. All required supplementary information is measured and presented within the prescribed guidelines.
23. We believe that the actuarial assumptions and methods used to measure pension and other postemployment benefit liabilities and costs for financial accounting purposes are appropriate in the circumstances.
24. We are responsible for the fair presentation of the Township's net pension liability as calculated by the Municipal Employees' Retirement System of Michigan (MERS) and related amounts. We provided MERS with complete and accurate information regarding the Township's participation in the plan, and have reviewed the information provided by MERS for inclusion in the Township's financial statements.
25. There were no omissions from the participants' data provided to the single-employer OPEB Plan's actuary for the purpose of determining the actuarial present value of the Plan's benefit obligations and the other actuarially determined amounts in the financial statements.
26. The single-employer OPEB Plan's administrator agrees with the actuarial methods and assumptions and methods used by the actuary for funding purposes and for determining the Plan's benefit obligations and has no knowledge or belief that such methods or assumptions are inappropriate in the circumstances. We did not give any, nor cause any, instructions to be given to the Plan's actuary with respect to the values of amounts derived, and we are not aware of any matters that have impacted the independence or objectivity of the Plan's actuary.
27. The following have been properly recorded and disclosed in the financial statements:
  - a. The actuarial methods or assumptions used in calculating amounts recorded or disclosures in the financial statements.
  - b. Changes in the single-employer OPEB Plan's provisions between the actuarial valuation date and the date of this letter.
28. All required filings of the single-employer OPEB Plan's documents with the appropriate agencies have been made.
29. The single-employer OPEB Plan (and the trust established by the Plan) is qualified under the appropriate section of the internal revenue code and we intend to continue as a qualified plan (and trust). The Plan sponsor has operated the Plan in a manner that did not jeopardize this tax status.
30. The single-employer OPEB Plan has complied with the Department of Labor's regulations concerning the timely remittance of participants' contributions to trusts containing assets of the Plan.
31. The single-employer OPEB Plan's management has obtained and reviewed the relevant service auditor's SOC-1 reports and management is performing the applicable user control.

#### **Information Provided**

32. We have provided you with:
  - a. Access to all information, of which we are aware that is relevant to the preparation and fair presentation of the financial statements of the various opinion units referred to above, such as records, documentation, meeting minutes, and other matters;
  - b. Additional information that you have requested from us for the purpose of the audit; and

- c. Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
33. All transactions have been recorded in the accounting records and are reflected in the financial statements.
  34. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
  35. We have no knowledge of any fraud or suspected fraud that affects the entity and involves:
    - a. Management;
    - b. Employees who have significant roles in internal control; or
    - c. Others where the fraud could have a material effect on the financial statements.
  36. We have no knowledge of any instances, that have occurred or are likely to have occurred, of fraud and noncompliance with provisions of laws and regulations that have a material effect on the financial statements or other financial data significant to the audit objectives, and any other instances that warrant the attention of those charged with governance, whether communicated by employees, former employees, vendors (contractors), regulators, or others.
  37. We have no knowledge of any instances that have occurred or are likely to have occurred, of noncompliance with provisions of contracts and grant agreements that has a material effect on the determination of financial statement amounts or other financial data significant to the audit objectives.
  38. We have no knowledge of any instances that have occurred or are likely to have occurred of abuse that could be quantitatively or qualitatively material to the financial statements or other financial data significant to the audit objectives.
  39. We have a process to track the status of audit findings and recommendations.
  40. We have identified for you all previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
  41. We have provided views on your reported audit findings, conclusions, and recommendations, as well as our planned corrective actions, for the report.
  42. We are not aware of any pending or threatened litigation and claims whose effects should be considered when preparing the financial statements.
  43. We have disclosed to you the identity of the entity's related parties and all the related party relationships and transactions of which we are aware.
  44. There have been no communications from regulatory agencies concerning noncompliance with or deficiencies in accounting, internal control, or financial reporting practices.
  45. The government has no plans or intentions that may materially affect the carrying value or classification of assets and liabilities.
  46. We have disclosed to you all guarantees, whether written or oral, under which the government is contingently liable.
  47. We have identified and disclosed to you the laws, regulations, and provisions of contracts and grant agreements that could have a direct and material effect on financial statement amounts, including legal and contractual provisions for reporting specific activities in separate funds.
  48. There are no:



- a. Violations or possible violations of laws or regulations, or provisions of contracts or grant agreements whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency, including applicable budget laws and regulations.
  - b. Unasserted claims or assessments that our lawyer has advised are probable of assertion and must be disclosed in accordance with GASB Statement No. 62, *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*.
  - c. Other liabilities or gain or loss contingencies that are required to be accrued or disclosed by GASB Statement No. 62.
49. The Township has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset or future revenue been pledged as collateral, except as disclosed to you.
50. We have complied with all aspects of grant agreements and other contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
51. We have disclosed to you all significant estimates and material concentrations known to management that are required to be disclosed in accordance with GASB Statement No. 62. Significant estimates are estimates at the balance sheet date that could change materially within the next year. Concentrations refer to volumes of business, revenues, available sources of supply, or markets or geographic areas for which events could occur that would significantly disrupt normal finances within the next year.

#### **Supplementary Information in Relation to the Financial Statements as a Whole**

52. With respect to the supplementary information accompanying the financial statements:
- a. We acknowledge our responsibility for the presentation of the supplementary information in accordance with accounting principles generally accepted in the United States of America.
  - b. We believe the supplementary information, including its form and content, is fairly presented in accordance with accounting principles generally accepted in the United States of America.
  - c. The methods of measurement or presentation have not changed from those used in the prior period.
  - d. We believe the significant assumptions or interpretations underlying the measurement or presentation of the supplementary information, and the basis for our assumptions and interpretations, are reasonable and appropriate in the circumstances.

#### **Required Supplementary Information**

53. With respect to the required supplementary information accompanying the financial statements:
- a. We acknowledge our responsibility for the presentation of the required supplementary information in accordance with accounting principles generally accepted in the United States of America.
  - b. We believe the required supplementary information, including its form and content, is measured and fairly presented in accordance with accounting principles generally accepted in the United States of America.
  - c. The methods of measurement or presentation have not changed from those used in the prior period.

- d. We believe the significant assumptions or interpretations underlying the measurement or presentation of the required supplementary information, and the basis for our assumptions and interpretations, are reasonable and appropriate in the circumstances.



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Phil Preston, Township Treasurer



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David K. Ewell, Township Clerk

## BLACKMAN CHARTER TOWNSHIP, MICHIGAN

### Schedule of Adjustments Passed (SOAP)

For the December 31, 2023 Audit

In accordance with generally accepted auditing standards, we have prepared the following schedule of proposed audit adjustments, which we believe are immaterial both individually and in the aggregate. We are providing this schedule to both management and those charged with governance to receive their assurance that they agree that the amounts listed below are not material to the financial statements, either individually or in the aggregate, and do not need to be recorded.

	Effect of Passed Adjustment - Over(Under)Statement				
	Assets	Liabilities	Beginning Equity	Revenues	Expenses/ Expenditures
<b>General fund</b>					
Unrecorded lease payable proceeds and capital outlay	\$ -	\$ -	\$ -	\$ (11,645)	\$ (11,645)
<b>Street lighting fund</b>					
Special assessment unavailable revenue recorded at amount of total assessment not at amount of outstanding collection	\$ -	\$ 21,681	\$ -	\$ (21,681)	\$ -
<b>Governmental activities</b>					
Cumulative effect of items noted above	\$ -	\$ 21,681	\$ -	\$ (33,326)	\$ (11,645)
Elimination of fund proceeds and outlay	-	-	-	11,645	11,645
Special assessment unavailable revenue not recorded as revenue at government wide level in prior year	-	-	(119,771)	119,771	-
Unrecorded lease payable asset/liability	(11,645)	(11,645)	-	-	-
<b>Total governmental activities</b>	<b>\$ (11,645)</b>	<b>\$ 10,036</b>	<b>\$ (119,771)</b>	<b>\$ 98,090</b>	<b>\$ -</b>
<b>Misstatement as a percentage of total assets and deferred outflows - governmental activities</b>					
	-0.03%	0.02%	-0.29%	0.24%	0.00%
<b>Sewer fund</b>					
Amount due from other governments which is unlikely to be fully collectable and no allowance is currently recorded	\$ 394,254	\$ -	\$ 394,254	\$ -	\$ -
Investment balance not updated for December statement	(8,493)	-	-	(8,493)	-
<b>Total business-type activities</b>	<b>\$ 385,761</b>	<b>\$ -</b>	<b>\$ 394,254</b>	<b>\$ (8,493)</b>	<b>\$ -</b>
<b>Misstatement as a percentage of total assets and deferred outflows - business-type activities</b>					
	1.46%	0.00%	1.50%	-0.03%	0.00%

