

MHP ADVISORY BOARD AGENDA

Date: Thursday, April 8, 2021

Time: 6PM

Location: Zoom

Call to Order: 6PM

Pledge of Allegiance

Approval of Minutes: February 11, 2021

Approval of Agenda

Public Comments

Board Comments

Manager's Report

Business:

- Stairway – Ed
- Community Action Outreach Update – Tracy
- Community Garden Update– Judi
- Rules Review – Michelle
- Directory- approve spending
- Playground Area and Swing
- Vice Chairperson Discussion
- Goals for upcoming Budget Report
- Thank you to DPW and Michelle for the Light Globes
- Water Meter Update

Close:

- Next Meeting Date: May 13, 2021
- Public Comment
- Board Comment
- Adjournment

LEXINGTON NORTH SHORES
ADVISORY BOARD MEETING MINUTES
2/11/2021 - ZOOM VIRTUAL MEETING

DRAFT

CALL TO ORDER: By Chairperson Judi Resk at 6:09 PM

PLEDGE TO THE FLAG: Members and audience

ROLL CALL:

Present: Judi Resk, Kathy Parraghi, Tootie Reckinger, Tracy Zysk, Peggy Moran, and Ed Jarosz (late, joined at 7:24 PM)

Absent: No one

Others: Holly Tatman, Village Manager; Michelle Irwin, Park Manager; Dina Wurmlinger; Pauline Balan; Sue, Ted Schatzberg, two others identified only by telephone numbers, and Judy Vandewarker, Recorder

APPROVAL OF MINUTES: Minutes of the meeting of 1/14/2021 were approved as presented, on a motion by Parraghi, seconded by Moran, and carried with all ayes.

APPROVAL OF AGENDA: The agenda was approved on a motion by Parraghi, supported by Moran, and carried with all ayes.

PUBLIC COMMENT: None

BOARD COMMENT: None

MANAGER'S REPORT: See agenda packet for complete report.

- ⑩ Still gathering resident paperwork
- ⑩ Working with Greg Stover on a tree bid
- ⑩ Working on updating the Rules & Regulations
- ⑩ Suggestions for park improvements

BUSINESS

Stairway Repairs

Jarosz talked to Sheriff Rich who plans to resurrect the work crew, and he will arrange for them to power wash and then paint the stairways.

Community Action Outreach Group - Zysk explained the purpose of this new group will be to provide support for residents who request it, and overall beautification of the park. Zysk volunteered to draft a letter to provide awareness, recruit volunteers, and develop a list of projects. Irwin suggested mailing it along with the updated Rules & Regulations would be a good way to spread the word. Moran also volunteered to join the group.

Community Garden

Anyone interested in volunteering to work on a community garden project is encouraged to talk to Irwin or Resk about it. There is a model to use (from the Village Garden), and an announcement will be placed in the newsletter and on the Facebook page about it.

Rules & Regulations

4K - Underline "easily visible from the road." Do not add "Make sure the number is clear and easy to read."

5 4 add (ie: metal bracket attached to trailer). as presented.

5L - Add "Conditions" page (addendum to contract) to cover items to be met before a unit is bought or sold. Then the Village Manager will not sign off until the conditions have been resolved.

6 16 Strike "ORD - Campfires shall be in an enclosed fire pit which must have a lid and be a minimum of four feet (4') from any mobile."

Add: "There shall be no open fires. Fireworks are not allowed anywhere in the park or beach areas."

Add 6 17. All recreational fire pits need Lexington Fire Department approval. They must be in an enclosed fire pit and placed safely from all structures."

7 4 Add "(including leaves and grass clippings)." as presented.

9 B - Strike as presented.

9 G - Replace "\$???" with "\$150." Underline "All other non-permitted motorized watercraft shall not be parked or stored in the Park." as presented.

9 I - Strike "The use or operation of motorized recreational scooters, recreational vehicles, dirt bikes, snowmobiles, go carts, model airplanes, non-licensed/non-permitted golf carts, and remote-controlled devices are prohibited in the park." Add: "The use of

dirt bikes, snowmobiles, go carts and non-licensed non-permitted golf carts are prohibited in the park." as presented.

Jarosz moved to take the revised Rules and Regulations to Council for discussion. Zysk seconded, and the motion carried with all ayes.

Goals

Irwin began checking into playground equipment and possible available grants. She is seeking suggestions for goals from anyone interested. Resk is looking into the community garden on Union Street.

PUBLIC COMMENT:

- ⑩ Concern about fire pits and people sitting in chairs out on the road around them creating a safety hazard for motorists.
- ⑩ Do some more checking into the \$150/season fee for boat parking.
- ⑩ Community garden on Union Street is awesome.
- ⑩ Perhaps have a Project Saturday for the Community Outreach Project, and encourage volunteers to sign up for it.
- ⑩ A vacant lot by the sidewalk area might make a nice spot for community garden.
- ⑩ Pg 6 18 - Blight Ordinance could be the place to cover "conditions" page.
- ⑩ Pg 9 G - Should read: "Boats and jet skis must only be stored in designated area with permit."
- ⑩ Pg 9 I - Add "remote controlled" devices for safety.
- ⑩ Pg 10 - Clubhouse Use fees quoted are different than those on the website.

BOARD COMMENT:

Parraghi: Golf carts are allowed if they have a permit.

Jarosz: Check into Community Garden. There is a lot more to it than you might think.

ADJOURNMENT:

Meeting was adjourned at 8:04 PM on a motion by Jarosz, seconded by Parraghi, and carried with all ayes.

Next Meeting: 6:00 PM Thursday, March 11, 2021

Respectfully submitted:
Judy Vandewarker, Recorder

2/15/2021

LNS Manager's Report

4/8/21

Bids for the tree located at lot 30 was due in by March 5, 2021, we did not receive a single bid we are looking into a few different options to resolve this issue.

I have been answering many questions in regards to the water meters that will be placed on each home here in the Park. I have been getting together information that will be going out to residents soon that will help them with many of the questions that they have. We are hoping to make this transition as easy as possible on all residents.

We are still working on narrowing the scope on future projects that people would like to see happen around here. The DPW just put the lenses that were purchased for all the light poles on and they look spectacular. It was definitely a project that was well worth completing. The light posts are freshly painted and now have clear lenses on the top, and they look like a million dollars.

I am working Tuesday and Thursdays, 16 hours in the main office to assist with tasks that need to be completed and to work on cross training. We have recently changed to working two days a week in the main office so all training can occur.

The brochure is ready to go to print I am looking into professional printing for it. We are going to be adding some additional marketing things at the clubhouse.

I will be off in the near future to resolve some health issues that I am facing. The Village offices will be able to assist you with whatever your needs are or I will return your calls or emails, when I am able to.

Total Number of lots 171- 34 Lakefront, 122 Single, 7 -1.5 Lots, 8 Double Lots

Lexington North Shores

Rules and Regulations

~~Effective July 1, 2020 approved by Council January 27, 2020~~

Effective July 1, 2021 approved by Council February 22, 2021

These Rules and Regulations govern the Lexington North Shores Mobile Home Community and are prepared in accordance with the Village of Lexington to provide all tenants residing in the Park, with reasonable and responsible guidelines to follow. The Park has been instructed by the Village of Lexington and the State of Michigan to enforce these Rules and Regulations in a fair, nondiscriminatory uniform manner.

To govern the policies and procedures stated in the Park Rules and Regulations, the Village of Lexington has adopted the following procedures for all violations that are consistent with the Village Ordinance Grade A violations and enforcement time line. Violations will follow the table below unless otherwise specified by the Village Ordinances:

- 1st Written Notice **10 days are given for resident to correct problem; if not corrected then**
- 2nd Written Notice and a \$50.00 fine. **Residents have 5 more days to correct problem and still have to pay fine**
- 3rd Written Notice and a \$100.00 fine. **Residents have 5 more days to correct problem and still have to pay fine**
- 4th Written Notice and \$250.00 fine. **Review and make determination for possible eviction**

It is expected that all residents will correct the violation within the amount of time noted. Failure to correct the violations, recurrent violations or continual violations will lead to eviction proceedings. Should a fine be placed on a violation the resident will have 30 days to pay it, any payment received late will be assessed a late fee. Any violations that receive a written warning will be kept on file as part of a permanent record and may result in fines depending on whether the rule or regulation has been cited in the past.

These rules are for the benefit of the residents in the community. Not every situation can be predetermined therefore, it is important that a sense of cooperation and respect for neighbors and their property be respected. There is also an expectation that each resident will conform to the community standards and rules.

The Mobile Home Buyers and Residents Handbook explains the Michigan Mobile Home Commission Act and your rights and responsibilities. A copy is available in the Village Office for your review or help online at <https://michiganlegalhelp.org>

Rent Rates

Rent rates for lots are available at the Village Office. Rent rates will be reviewed yearly based on the Bureau of Labor standards table for consumer price index (CPI) for Midwest Urban Class. Rent rates will be increased based on the Bureau of Labor standard table.

The rent adjustment will not exceed the CPI percentage change for the December to December period ending 12/31 of the prior year. The percentage difference will be applied to the base rent and will be effective July 1st of each year. Tenants will be notified 30 days prior to rent change.

Utilities include water, sewer, garbage and recycling pickup. Utility rates may change at any time with a 30-day written notice.

Application for Residency

All persons (18 years of age and older) desiring to purchase a mobile home, lease a lot, or reside in the park must first apply for residency and be approved by the Landlord prior to occupying the mobile home. A non-refundable application fee of \$50 per person (18 years of age and older) is required. A criterion for nonqualified applicants includes the following:

- A. Unsatisfactory credit history, proof of income or criminal background check.
- B. Previous eviction from this Park or any other rental community.
- C. Previous non-compliance with the Park Rules.
- D. Refusal to comply with the Rules and Regulations or to sign a Lease Agreement.
- E. Failure to meet mobile home standards for occupancy ratios of:

- 1. 1 bedroom home — 2 occupants (Maximum)
- 2. 2 bedroom home — 4 occupants (Maximum)
- 3. 3 bedroom home — 6 occupants (Maximum)

Security Deposit

- A. All new tenants entering the park will be required to pay a security deposit equal to one month's rent.
- B. A security deposit is required in addition to the first month's rent at the time of the Lease Agreement being signed. The deposit will be returned when the tenant leaves the Park and:
 - 1. Mobile is in compliance with Michigan Mobile Home Laws and the Rules and Regulations of this Park.
 - 2. All arrearages, if any, have been paid in full.
 - 3. The lot is inspected by the Landlord and is in neat and clean condition free of debris. If the lot is unacceptable the Landlord will make arrangements for the lot to be cleaned and the charge will be deducted from the Security Deposit.
 - 4. A written release is signed by Landlord and the Tenant.

Financial and Legal Responsibilities

- A. Rent is due by the 5th of the month. A late fee of \$35 will be added to the rental amount on the 15th and will be due that month with the rent payment. Nonpayment by the 15th of month will result in written legal notice.
- B. All payments must be made by personal check, cashier's check, money order, or auto withdraw through the Village office.
- C. A charge of \$35.00 for non-sufficient fund checks will be applied. If two or more NSF checks are received during the lease, future payments by personal check will not be allowed. The tenant must pay by a cashier's check or money order.

Utilities

- A. Before purchase/occupancy of any existing or new mobile home, it must be in compliance with the Village Zoning Rules and Regulations. Water lines, sewer lines, electric, and gas must be hooked up within 30 days by a licensed and insured contractor. One may not occupy a mobile home until ALL utilities are CONNECTED—and a permit to occupy is issued.
- B. Mobiles not equipped with heat tape must notify the village to have the water shut off at the curb box, and are responsible to have their plumbing, and village riser winterized from October 31, thru April 15. Winterizing the riser will consist of removing the cross fitting, or upper plug fitting, and pumping the water out of the line below frost level. After the water has been removed from the line it shall be filled with non-toxic RV antifreeze and the removed fittings are to be reinstalled. If there is any freeze damage to the water lines and OR to the riser, the repair will be at the expense of the resident, both above and below ground level. The Landlord reserves the right to discontinue water service to the home. If the water needs to be turned off in an emergency, due to tenant negligence or non-compliance with the park rules, there will be a fee of \$50 to shut off and \$50 to turn on after all repairs are made. Tenants will not be allowed to turn on or shut off their water at the curb box. All mobiles must permit access to the risers for emergency purposes. Starting January 1, 2020 all new mobiles, as well as mobiles that receive plumbing alterations, must install a shutoff valve at the riser, before the plumbing to the mobile begins.
- C. The Village Office must be notified when the mobile home is winterized each year.
- D. All curb boxes must be exposed, and easily accessible by village staff. Grass, dirt, cement, decks, porches, or any other elements may not cover them, nor hinder its access or use.
- E. Tenants shall be responsible for repairs and connection to utilities which include the following:
 - 1. Electric wiring from the breaker at the electric pedestal to the home.
 - 2. Sewer connection from the sewer cleanout to the home.
 - 3. Water connection from the riser to the home. (If damage is caused by the tenants neglect beyond the riser, it is the tenant's responsibility for any and all repairs, above or below ground.
 - 4. Gas connection from the gas shut off valve to the home.

- F. The tenant shall maintain electrical, sewer, water and gas lines in a safe and leak proof condition. There shall be no alterations to any utility lines or equipment by any tenant. A licensed contractor must work on these utilities.
- G. Tenants should not dispose of sanitary napkins, disposable diapers, wipes, or other nondegradable items by flushing them down the toilet. The tenant will be responsible for cleaning a blockage to the sewer line.
- H. Relocation of any utility is the expense of the tenant when requesting the relocation.

Mobile Home Guidelines

- A. Prior to a replacement of any mobile home with another, the tenant must submit an application to the Landlord for approval to move the old mobile home off and the new mobile home onto the site. (if any state permits are required those will be at the expense of the tenant)
- B. No tenant may sublet his/her mobile home, take in boarders, or permit anyone other than persons or pets listed on their Lease Agreement to live on the premises. Additional persons listed on the lease will be subject to a background check and approval by the Landlord. Mobile homes may not be rented, loaned, or used by anyone for any purpose other than granted in the Lease. No tenant may own more than one mobile at a given time. Exceptions may be made to those tenants in the process of selling a mobile.
- C. All mobile homes new to the Park must be a minimum of 600 sq. ft (exceptions may be granted for Park Model Units). Mobiles must be HUD approved. If the mobile is older than 10 years, a licensed Mobile Home Inspector must inspect it before entering the Park. All required repairs must be made and a re-inspection done before occupancy or being moved into the Park.
- D. Each tenant must carry adequate "Fire and Extended Coverage"(\$100,000) insurance on his/her mobile home and must maintain reasonable general public liability insurance. Each tenant will be required to provide proof of insurance to the Landlord when the policy renews each year.
- E. Each mobile must be equipped with a fire extinguisher, a centrally located smoke detector, and a smoke detector in each bedroom.
- F. Any mobile coming into the park must have gutters installed. Also, if a mobile is going to be moved from one site to another in the park, gutters must be installed on the mobile 30 days after it has been moved. Gutters shall have downspouts directed to the road.
- G. The Village Office must be supplied with a copy of the title for proof of ownership.
- H. Whenever there is a change in ownership of a mobile home, the new owner must submit an application to the landlord for approval. A credit background check will be required. Should the original owner entrust the mobile to a friend/relative, they must be approved to live in the Park, if they are not then they must sell or remove the trailer per state.
- I. A tenant's shed must meet all set-back and zoning requirements and must not exceed a total of 80 sq. feet. Its placement shall not block utilities or access to underneath the trailer. Lot size **will not** be taken into consideration. Double lots will not be allowed to have two sheds.
- J. Metals sheds shall no longer be used in the park, when replacing a shed, it must be of some other material, i.e.: vinyl.
- K. Every home shall have a numerical lot number on the exterior **easily visible** from the road.

- L. All mobile homes should be properly maintained. Tenants are required to keep trailers updated and consistent with the Park's vision; aesthetics and appeal.
 - a. Making sure HUD approved electrical
 - b. Lap siding
 - c. Pitched Roof

Home Site

Any changes or additions to the home or site, must comply with Village Zoning Rules and Regulations. Please contact the Landlord and/or the Zoning Administrator before making any changes or additions. Please keep an alternate number on file, if there is an issue and Village Official cannot reach you, they may contact the alternative number in regards to your lot.

Please refer to Sec. 5.7-5.10 of the Village of Lexington Zoning Ordinance.

1. ORD- Obstructions- there shall be no obstructions of any form within ten (10) feet of the adjacent mobile home, including an attached structure that may be used for living space.
2. ORD- Mobile homes must be kept in a well-maintained condition. The lot shall be kept neat, mowed and clear of debris. Grass cannot be any taller than 6 inches high.
3. ORD- The storage of flammable, combustible or hazardous material under the mobile home is prohibited. The use of ancillary propane, fuel oil, or kerosene heaters in the mobile home is prohibited. Propane cylinders for outdoor grills are allowed.
4. ORD- Air conditioners must be in good condition and free of rust, loose covers and faulty connections. All window and wall units must be self-supported. (ie: metal bracket attached to trailer)
5. ORD- No outside aerials or towers are permitted. Satellite dishes and digital antennas up to 24" in diameter attached to the mobile are permissible.
6. ORD- No windows or doors should be covered with foil, paper, cardboard or metal.
7. ORD- Free standing steps must be constructed of pre-cast concrete, vented fiberglass, metal or treated lumber and must include handrails. A permit is required for new/or replacement steps. Steps installed in conjunction with a new set up are included in the original permit.
8. ORD- Ice and snow removal from sidewalks and driveways is the sole responsibility of the tenant.
9. ORD- Decks and porches must be of a design approved by the Village and shall include a handrail. A permit is required.
10. ORD- Screened-in porches must be factory installed and readily removable. A permit is required.
 - a. Only collapsible or umbrella type clotheslines are permitted in the park. Placement shall be near the rear of the lot. Clotheslines must be collapsed after use.
 - b. Utility trailers, pop up campers, and pickup campers are NOT allowed to be in the Park. A tenant may however, erect a tent on their lot for use for up to 48 hours.
11. ORD- A temporary canopy may be erected for recreational use only. It may not be used for a sleeping area. The canopy must be removed when the tenants are not in residence.
12. ORD- Children's swing sets are not permitted.
13. ORD- Skirting is required on all mobiles and must be kept well maintained. The skirting may be of aluminum or vinyl and must be installed within 30 days of the installation of the mobile.

14. ORD- Spray painting of any kind is expressly prohibited
15. ORD- All renovations or repairs of a mobile must be completed by a licensed contractor. (All contractors must be registered with the Park Manager prior to doing any work.)
16. ~~ORD- Campfires shall be in an enclosed fire pit which must have a lid and be a minimum of four feet (4') from any mobile.~~ There shall be no open fires. Fireworks are not allowed anywhere in the park or beach areas.
17. All recreational firepits need Lexington Fire Department approval, they must be in an enclosed firepit and placed safely from all structures. Must be in compliance with Village burning ordinances.
18. ORD- Blight- An ordinance to prevent, reduce or eliminate blight, blighting factors or causes within the Village of Lexington.
 - a. The storage of items in an unsightly manner is prohibited. There is to be no covered storage of any kind. Example: Tarps.
 - b. Conducting a noticeable commercial business from any residence within the Park is prohibited.

Remodeling/Construction Per Village Zoning Ordinance

- A. Mobile Home Parks shall be subject to a preliminary site plan review per the requirements and in accordance with PA 96 of 1987, as amended.
- B. Any work done to the exterior (siding, painting, trim...) of the mobile shall be approved by the LNS Manager. If the manager does not approve of the renovation, the tenant may appeal the changes to the Advisory Board.

Landscaping

The Following Rules are Per Village Zoning Ordinance
(See Sec. 5.7.5-5.7.6 of Zoning Ordinance)

5.7.5. Mobile home parks shall be landscaped as follows:

1. If the mobile home park abuts an existing residential development, the park shall be required to provide screening along the park boundary abutting the residential development.
2. If the park abuts a non-residential development, the park need not provide screening.
3. In all cases, however, a park shall provide screening along the park boundary abutting a public right-of-way.

The landscaping shall consist of evergreen trees or shrubs a minimum three (3') feet in height, and should be spaced so they provide a continuous screen at maturity. Alternative screening devices may be utilized if they conceal the mobile home park as effectively as the required landscaping described above.

5.7.6. Mobile Home Lots (individual) shall be landscaped as follows:

1. Small shrubbery and flowers and/or flower pots are allowed. Any/all shrubbery, flowers, the lawn etc. must be maintained by the tenant.
2. The planting of a tree requires an approval from the Park Manager who may seek the advice of the Village's environmental committee for location as well as species. Miss Dig must be called prior to the placement of a tree. If the tenant fails to phone, any/all damage to underground utilities shall be the sole responsibility of the tenant.
3. Hardscape landscaping in the park (i.e. Driveways, sidewalks, paver paths, paver or concrete patios) are permitted only with a Land Use Permit and an approved site plan. The resident assumes responsibility for repairs if it interferes with the Village's ability to maintain utilities. The village will do within reason whatever necessary to avoid damages to the resident's property and can assist with repairs within reason. Prior to any digging or prep work for landscaping Miss Dig must be called to identify all the underground utilities. If the tenant fails to phone, and damage to the underground utilities occurs it shall be the sole responsibility of the tenant.
4. Dumping of any refuse over the bluff is prohibited. (including leaves and grass clippings)

5.7.7. Mobile Home Parks shall be subject to preliminary site plan review per the requirements and in accordance with PA 96 of 1987, as amended.

5.7.8. A permit shall not be required for the construction or erection of canopies or awnings which are open on three (3) sides. A Land Use Permit and a building permit shall be required before the construction of any screened, glassed in, or otherwise enclosed awning or canopy attached to the mobile. The setback requirement for enclosed and attached structures from an adjacent hard wall is ten (10) feet.

5.7.9. Set Back Requirements

District	Front	Side	Rear	Other
Mobile Home	10 feet to the street	10 feet to the next mobile	4 feet to the rear P/L	
Sheds	10 feet to the street	4 feet to the next mobile	4 feet to the rear P/L	Not to exceed 80 sq. ft.
Deck	10 feet to the street	4 feet to the next mobile	4 feet to the rear P/L	On double frontage lots: front 10 ft. from the street; side 4ft. from the street
Club House	25 feet	10 feet	15 feet	Height: not to exceed 35 ft.

Garbage Pickup

- A. Rubbish and trash must be placed in garbage bags and put in a covered container at the curbside no earlier than 12:00 P.M. the day before pick up and no later than 6:00 A.M. the day of pick up. The empty containers must be removed from curb side no later than 12:00 P.M. the day after pick up. Any large article to be picked must be prearranged with the garbage company in advance. (877)609-6753
- B. Yard waste must be placed in cans or containers clearly marked with an "X", or in brown compost bags. Pickup is every Monday beginning with the first Monday in April through November.
- C. Recyclables will be picked up each Monday also. Please place the bin alongside the other garbage receptacles. It will be emptied and left for continued use.
- D. Dates of pickup may be subject to change due to holiday schedules or a change to hauler contract – tenants would be notified

Mail Delivery

All tenants are provided with an individual mailbox which requires a \$10 deposit. The maintenance of the mailbox is the sole responsibility of the Landlord. It is necessary for the tenants to contact the Landlord for any repairs. In the event of lost keys, the Landlord will replace the lock on the tenant's mailbox for a charge of \$50, which covers the cost of the lock and 1 new key.

Conduct

- A. Tenants are responsible for their conduct and damage caused or created by themselves, members of their household, or that of their guests on any property within the Park.
- B. Quiet time is from 11pm-8:00am. Exceptions may be made with permission of manager, ie: construction
- C. If the Police are called to a residence 3 or more times within a 12-month period for a complaint against the tenant, members of their household, or their guests, the tenants will be subject up to and including eviction
- D. ORD - The curfew for Minors under the age of 17 is 11:00pm to 6:00am, pursuant to the Village Ordinance section 38-71.

Selling or Transferring Mobile Homes

- A. An application for sale of the unit must be completed and submitted to the Village office. In order for mobiles to be sold or transferred to another and remain in the Park, it must pass an inspection. A fee will be charged by the inspector for each inspection. If it fails, another inspection is required within 30 days. Inspection must be passed before the mobile will be added to the "FOR SALE" listing in the Village Office. If the unit does not pass inspection within 90 days of first application the mobile home must be removed from the park at owner's expense.
- B. Prospective buyers must first fill out an application at the Village Office and be approved to reside in the Park before completion of the sale. Should the home be vacant while in the process of selling, the owner is responsible for all maintenance and rent.
- C. Land contracts, rent with the option to buy or similar transactions are NOT allowed!
- D. Before occupancy, the purchaser must pay the first month's rent and the security deposit(equal to one month's rent).

Vehicle Regulations

- A. All vehicles must be parked off the streets. Only 2 vehicles are allowed to park on a single lot, 3 vehicles on a corner lot, a lot and a half, and a double lot (only if room permits). Parking on another tenant's lot without permission is prohibited! Written permission to park on another tenant's lot is required. Temporary parking in front of a lot that is vacant is only allowed by permit.
- B. ~~No parking is allowed directly in front of the Clubhouse during normal business hours except for conducting Park business or picking up mail. Please encourage visitors to use the parking in the front of the Park.~~
- C. Speed limits are posted! Any tenant receiving 2 warnings for exceeding the speed limit within a 6-month period is subject up to and including eviction. The Landlord will issue a warning letter to the resident of the lot to which the speeder is residing and/or visiting.
- D. Remember to caution your guests about speed limits.
- E. Heavy mechanical work on vehicles in the Park is prohibited. Minor maintenance, except oil or other fluid exchanges, is allowed.
- F. All vehicles parked in the Park must have a valid license plate.
- G. Boats and jet skis may be stored in designated area with permit. Seasonal permits available first come first serve for a cost of \$???, (board suggested a minimum of \$150) May 1st through November 1st. Trailer size is limited. All other non-permitted motorized watercraft shall not be parked or stored in the Park.
- H. Lights and reflectors must be used on all non-motorized vehicles.
- I. ~~The use or operation of motorized recreational scooters, recreational vehicles, dirt bikes, snowmobiles, go-carts, model airplanes, non-licensed/non permitted golf carts, and remote-controlled devices are prohibited in the park. The use of dirt bikes, snowmobiles, go carts and non-license non permitted golf carts are prohibited in the Park.~~
- J. Large Trucks are not permitted to be parked on-site or in any other designated parking areas within the Park, with the exception of pickups or vans of 1 ton or less.
- K. No overnight parking of commercial vehicles or contractor's equipment unless approved by the Landlord for a limited period of time and a permit is issued.
- L. Golf carts are NOT allowed unless they are licensed by the Secretary of State and insured, or a permit from the Village of Lexington police department. Operators must have a valid Driver's License.

Beach Conduct

Access to the beach is only permitted along the paved footpath or the bluff stairways. No one is allowed to climb the bluff for any reason. No lifeguard is on duty, residents and visitors swim at their own risk.

- A. The beach is closed between the hours of 11pm and 6:00am.
- B. Fires are not allowed on the beach.
- C. No child under the age of 12 should be permitted to use the beach without adult or guardian supervision.
- D. Glass containers and bottles are prohibited on the beach. A designated litter barrel is to be used for all litter.

- E. A buffer of 100 ft. created by a watercraft must exist between any swimmer and the use of any watercraft. Overnight storage of watercraft on the beach is prohibited.
- F. No pets are allowed on the beach above the high-water mark.
- G. Storage sheds or structures of any kind are not allowed on the beach.

• Pets

- A. House pets are the only animals allowed in the Park. Pets must be registered with the Village Office and need to be listed on the Lease.
- B. 2 dogs per household will be permitted.
- C. No animal shall be housed or penned outdoors. Animal shelters, houses and pens are prohibited. Visiting pets are the responsibility of the tenant and must be registered with the Village Office if it is there for more than seven days.
- D. All pets, including cats, must be on a leash at all times when outside of the mobile home. No pets are allowed to remain outside unattended.
- E. Animals are not allowed on the beach (above the high-water mark) or on the playground.
- F. All pets must be properly inoculated and proof supplied to the Park Office by when the previous record has expired.
- G. Any animal that has bitten or attacked a person within the Park, shall be immediately removed from the Park permanently.
- H. All pet owners must immediately remove droppings deposited by their pets in a sanitary manner.

Clubhouse Use

The clubhouse may be rented by residents for a \$40 rental fee plus a \$100 deposit.(needs to be updated with the Village fees) The deposit will be refunded if hall is cleaned up after use. Reservations can be made at the Village Office.

CAUSE FOR TERMINATION OF LEASE REVISED JUDICATURE ACT OF 1961 (EXCERPT)

Act 236 of 1961 of the Mobile Home Park Commission Acts.600.5775 "just cause" required for termination of tenancy; "just cause" defined; change of rental payments or terms or conditions of tenancy.

Sec. 5775

- A. The tenancy of a tenant in a mobile home park shall not be terminated unless there is just cause for the termination.
- B. For the purpose of this chapter, "just cause" means 1 or more of the following:
 - Use of the mobile home site by the tenant for an unlawful purpose.
 - 1. Failure by a tenant to comply with a lease or agreement by which the tenant holds the premises or with a rule of regulation of the mobile home park, adopted pursuant to the lease or agreement, which rule or regulation is reasonably related to any of the following:
 - a) The health, safety, or welfare of the mobile home park, its employees, or tenants.

- b) The quiet enjoyment of the other tenants of the mobile home park.
 - 2. Maintaining the physical condition or appearance of the mobile home park or the mobile homes located in the mobile home park to protect the value of the mobile home park or to maintain its aesthetic quality or appearance.
 - 3. Intentional physical injury by the tenant to the personnel or other tenants of the mobile home park, or intentional physical damage by the tenant to the property of the mobile home park or of its tenants.
 - 4. Failure of the tenant to comply with a local ordinance, state law, or governmental rule or regulation relating to mobile homes.
 - 5. Failure of the tenant to make timely payment of rent or other charges under the lease or rental agreement by which the tenant holds the premises on three or more occasions during any 12-month period, for which failure of the owner or operator has served a written demand for possession for nonpayment of rent pursuant to section 5714(1)(a) and the tenant has failed or refused to pay the rent or other charges within the time period stated in the written demand for possession. The written demand for possession shall provide a notice to the tenant in substantially the following form: "Notice: Three or more late payments of rent during any 12-month period is just cause to evict you." Nothing in this subdivision shall prohibit a tenant from asserting, and the court from considering, any meritorious defenses to late payment of rent or other charges.
 - 6. Conduct by the tenant upon the mobile home premises which constitutes a substantial annoyance to other tenants or to the mobile home park, after notice and an opportunity to cure.
 - 7. Failure of the tenant to maintain the mobile home or mobile home site in a reasonable condition consistent with aesthetics appropriate to the park.
 - 8. Condemnation of the mobile home park.
 - 9. Changes in the use of substantive nature of the mobile home park.
 - 10. Public health and safety violations by the tenant.
- C. This section does not prohibit a change of the rental payments or the terms and conditions of tenancy in a mobile home park following the termination or expiration of a written lease agreement for the mobile home site.



February 17, 2021

Subject: Open burning and recreational fires in the Lexington Mobile Home Park

Michelle,

In reference to our phone call, this letter is to better explain the issue of recreational fires in the park.

In accordance with the Village of Lexington ordinances Article IV, Sec. 34-106 and Sec. 34-113 through Sec. 34-119, I have determined that many practices in the park are in violation of these ordinances and pose a severe threat to life safety and property in the mobile home community if not addressed immediately.

As in our previous communications, the State of Michigan does not regulate the distance from structures in their guidelines, neither does the Mobile Home Association of Michigan and therefore it is left up to the local agency responsible for Fire Control. The distance referenced in your park ordinances violate the Village ordinances and need be changed to conform to the Village ordinances. The recreational burning that has been observed previously in the park is a danger to property and life safety.

As discussed earlier, there are options for the residents of the Mobile Home park that cannot overcome the prohibited burning requirements set forth in Article IV, SEC. 34-118. Those are approved propane outdoor firepits, enclosed clay pot fireplaces with a chimney, and enclosed outdoor fireplaces with a chimney, all of which will need to be inspected and approved by the fire department. There are resident owned lots that can meet the requirements of Sec. 34-118 and will be allowed to have recreational fires in accordance with Sec. 34-115.

There are also Village owned unused lots or areas in the park that may be designated as areas for recreational fires, and I encourage the Park and the Village to examine these areas and develop a Mobile Home Community recreational burning area or areas, that can be used by the residents that wish to have a recreational fire but are not able to comply with the ordinances on their own lots.

Please understand that I believe this is in the best interest for the Lexington Mobile Home community and the Village of Lexington. These changes are necessary to preserve life and property of all residents of the Lexington Mobile Home Park.

Sincerely,

A handwritten signature in black ink, appearing to read "Keefe A. Radtke".

Chief Keefe A. Radtke

Lexington Fire Department

ARTICLE IV. OPEN BURNING

Sec. 34-106. Definitions

The following definitions shall apply in the interpretation of this section.

"Construction and demolition waste" means building waste materials, including but not limited to waste shingles, insulation, lumber, treated wood, painted wood, wiring, plastics, packaging, and rubble that results from construction, remodeling, repair, and demolition operations on a house, commercial or industrial building, or other structure.

"Commercial district" any district or area within the Village zoned to allow business to participate in commercial activities, including areas with the following zoning designations C-1, C-2, CBD.

"Open burning" means kindling or maintaining a fire where the products of combustion are emitted directly into the ambient air without passing through a stack or a chimney. This includes burning in a burn barrel, patio wood-burning unit or other similar device.

"Patio wood-burning unit" means a chimney, patio warmer, or other portable wood-burning device used for outdoor recreation and/or heating.

"Recreation fire" means the outdoor burning of logs, brush, and other similar materials for the purpose of food preparation or recreation, recreation fires may include campfires or bonfires.

"Refuse" means any waste material, including waste resulting from the processing, handling, preparation, sale or consumption of food. Refuse does not include tree or bush trimming debris, yard debris and/or lawn/grass clippings..

"Smudge fire" means the burning of wet combustibles which emits a dense smoke.

"Tree or bush trimming debris" means debris associated with trimming of trees and/or bushes, but does not include yard debris or lawn/grass clippings.

"Village" means the Village of Lexington.

"Yard debris" means debris generally associated with cleaning and maintaining a residential property, such as leaves, twigs and branches. Yard debris does not include lawn/grass clippings.

Sec. 34-107 thru 34-112 are repealed and held in reserve.

Sec. 34-113. Violation Penalty

(a) Any person who violates any provision of this Article shall be responsible for a civil infraction.

(b) If the fire department is summoned to or extinguishes a burn taking place in violation of this Article, the Village shall impose a fire run fee against the person or persons responsible for the violation equal to the amount charged to townships as stated in their contracts.

Sec. 34-114. General Prohibition on Open Burning.

Open burning is prohibited in the Village unless specifically permitted by this Article.

Sec. 34-115. Approved Burning I No Burning Permit Required

The following types of open burning are approved within the Village and do not require a permit:

(a) Recreation fires in residential districts which are not on the beach and which:

- (1) are in a container with a cover;
- (2) are in a defined containment area;
- (3) are contained within a fireplace or patio-wood burning unit; or
- (4) are contained within a fire pit.

Recreation fires under this section shall not exceed an area of three feet by three feet by three feet and must be attended at all times by an adult.

(b) Barbecuing grilling using charcoal, propane, or natural gas so long as the fire is contained.

(c) With prior written approval from the Village Manager, employees of the Department of Public Works, Lexington Municipal Mobile Home Park, or Fire Department may conduct controlled burns.

Sec. 34-116. Approved Burning I Burning Permit Required

(a) The following types of open burning are permitted in residential or commercial districts if a burning permit is obtained prior to the burning:

(1) Recreation fires on the beach. Lakefront property owners may obtain a burning permit, valid for sixty days, to hold recreation fires on the beach.

(i) If a permit is obtained as provided herein, prior to starting any recreation fire on the beach, Central Dispatch must be called and provide authorization to burn for that particular day. If Central Dispatch does not provide authorization for a particular day, recreation fires on the beach are not permitted.

(ii) Recreation fires on the beach shall not exceed four feet in height or four feet in diameter from any two opposing points.

(iii) All recreation fires on the beach must be attended by an adult at all times.

(2) Burning of tree or bush trimming debris on lots with over 100 foot widths and an area over 12,000 square feet.

(i) Such burning is permitted only in December.

(ii) Burning of tree or bush trimming debris is limited to a maximum area of six feet in height by six feet in diameter from any two opposing points.

(iii) All burning of tree or brush trimming debris must be attended by an adult at all times.

(b) Any person who conducts or allows burning in violation of this section is responsible for a Grade B Civil Infraction.

Sec. 34-117. *Burning of Yard Debris*

(a) Burning of yard debris is allowed to take place in December and only after issuance of burning permit.

(1) Burning of yard debris under this section shall not exceed an area of three feet by three feet by three feet and must be attended at all times by an adult.

(b) If the Village, in its sole determination, has arranged for satisfactory alternatives for leaf pick up, the Village Council may suspend issuance of burning permits for the purpose of burning leaves.

Sec. 34-118. *Prohibited Burning*

The following open burning is prohibited in the Village:

(a) Burning of refuse, construction and demolition waste, and/or lawn/grass clippings.

(b) Burning of any substance which causes dense smoke, emits foul or obnoxious odors, or emits hazardous or toxic by-products.

(c) Burning in any area within 20 feet of a street or building, except recreational and controlled defoliation fires conducted by the Department of Public Works or Fire Department with the prior approval of the Village Manager.

(d) Smudge fires.

(e) Any burning within in the Village in violation of this section is a Grade C civil infraction.

Sect. 34-119. *Commercial Burning*

- (a) Open burning is prohibited in all commercial or industrial districts unless within a State approved incinerator or unless otherwise specifically provided for herein.
- (b) Any burning in violation of this section is a Grade D civil infraction.

ILLICIT DISCHARGE

AND

CONNECTION ORDINANCE

CHAPTER 341 ENVIRONMENT, SECTION 34 -120 TO END.

VILLAGE OF LEXINGTON, COUNTY OF SANILAC, MICHIGAN

ADOPTED BY THE LEXINGTON VILLAGE COUNCIL JANUARY 22, 2007

13. Skirting is required on all mobiles. The skirting may be of aluminum or vinyl and must be installed within 30 days of the installation of the mobile.
14. All mobiles are required to have life, safety and habitability inspection every five (5) years. The cost of the inspection Fifty Dollars (\$50) will be the obligation of the tenant and shall be paid within ten days (10) of billing. Any safety deficiencies shall be corrected within ninety days (90) of the inspection. Verification of corrections will be copied to the Village. Written notice will be sent by the Village prior to the inspection to establish an appointment time.
15. Spray painting of any kind is expressly prohibited.
16. All renovations or repairs of a mobile must be completed by a licensed contractor.
17. Campfires shall be in an enclosed fire pit which must have a lid and be a minimum of four feet (4') from any mobile. There shall be no open fires. Fireworks are not allowed anywhere in the Park.

Section 5.8 Day Care Facilities.

5.8.1. Intent.

It is the intent of this section to establish standards for day care facilities which will ensure compatibility with adjacent land uses and maintain the character of the neighborhood.

5.8.2. Application of Regulations.

1. A State licensed Family Day Care Home shall be considered a residential use of property and a permitted use in all residential districts. Family Day Care Homes shall be prohibited in all other districts.
2. The Village Council may, by issuance of a special land use permit, authorize the establishment of Group Day Care Homes and Day Care Centers as specified in District regulations and subject to the standards herein.

5.8.3. Standards for Group Day Care Homes.

Group Day Care Homes shall be considered as special land use subject to the requirements and standards of Section 3.3 and the following additional standards:

1. The subject parcel shall meet the minimum lot area requirements for the zoning district in which it is located.
2. The property is maintained in a manner that is consistent with the character of the neighborhood.
3. There shall be an outdoor play area of at least five hundred (500) square feet provided on the premises. Said play area shall not be located within the front yard setback. This requirement may be waived by the Planning Commission if a public play area is within five hundred (500) feet of the subject parcel.
4. All outdoor play areas shall be enclosed by a fence that is designed to discourage climbing, and is at least four (4) feet in height, but no higher than six (6) feet.
5. The hours of operation do not exceed sixteen (16) hours within a twenty-four (24) hour period. Activity between the hours of 10:00 p.m. and 6:00 a.m. shall be limited so that the drop-off and pick-up of children is not disruptive to neighboring residents.

From: Ed Jarosz
Sent: Tuesday, March 30, 2021 5:46 PM
To: Judi Resk
Subject: Boats

Flowing is a list of local storage yards that provide both outside and inside storage. All are within 5 miles of North Shores

Village lock up.
10x20 \$70.00 month
810-941-7090

Lakeshore storage
10x20 &0.00 month
Outside \$30.00 month
810-397-2770

Loctite storage
10x20 \$70.00 month
Outside \$30.00 month
810-648-4773

Mcnulty storage
10x20 \$65.00 month
Outside \$30.00 month
810-359-7951, 810-359-5451

Croswell storage
10x20 \$70.00 month
Outside \$30.00
810-359240

Lexington storage
810-841-0075
Shoreview mini
810-359-5880

**Quote Provided To:**

Beth Grohman
7227 HURON AVE
Lexington, MI, 48450
(810) 359-8631

Date:

02/23/2021

Here's your quote to review.

Thanks for choosing Staples® Copy & Print. The details of your quote are below, but if you have any changes, just let us know. We look forward to working with you.

Quote Confirmation**Quote Number:** 2222459466**Quote Expire On:** 04/24/2021**Quote Provided By:**

Store Number: 331
4303 24th Avenue
Fort Gratiot, MI 48059
(810) 385-6980

Store Hours:

Sunday: 11:00 AM - 06:00 PM
Mon - Fri: 09:00 AM - 08:00 PM
Saturday: 10:00 AM - 07:00 PM

Job 1 of 1 - Documents

SKU	Description	Qty	Price
1980563	Documents	200	505.20

Order Summary**Total Price:** \$505.20

- 20%
\$ 404.16

**Quote Provided To:****Date:**

02/23/2021

Beth Grohman
7227 HURON AVE
Lexington, MI, 48450
(810) 359-8631

Here's your quote to review.

Thanks for choosing Staples® Copy & Print. The details of your quote are below, but if you have any changes, just let us know. We look forward to working with you.

Quote Confirmation**Quote Number:** 2222459522**Quote Expire On:** 04/24/2021**Quote Provided By:**

Store Number: 331
4303 24th Avenue
Fort Gratiot, MI 48059
(810) 385-6980

Store Hours:

Sunday: 11:00 AM - 06:00 PM
Mon - Fri: 09:00 AM - 08:00 PM
Saturday: 10:00 AM - 07:00 PM

Job 1 of 1 - Documents

SKU	Description	Qty	Price
1980563	Documents	200	226.60

Order Summary**Total Price:**

\$226.60

- 20%
4/81.28



Printing and Marketing Services

Quotation

No: 4707

Date: 03/04/21

SHIP TO:

< Same as Bill To >

Michelle Irwin
VILLAGE OF LEXINGTON
7227 HURON
LEXINGTON MI 48450

Acct No	Ordered by	Phone	P.O. No	Prepared by	Sales Rep	Ship By
220	Michelle Irwin	810-359-8308	MHP Manager	LEAH		Pickup
Quantity	Description				Unit Price	Price
200	Color Pages 1 Original Bond: COLOR 28# (1 Original) Front: Color Back: Color				0.7800/Ea	156.00
200	B/W Pages 12 Originals Bond: 28# color copy paper 8.5 x 11 (12 Originals) Front: Black Back: Black				1.9392/Ea	387.84
<p>Quoted 28# stock if Do 20# save 99.84</p> <p>If want over on Card stock add \$24.00</p> <p>Thank you for the opportunity. We look forward to serving you. If this doesn't meet your budget please confer with us to see if we can offer another option.</p>						



Lexington North Shores
5203 Main Street
Lexington, MI 48450

March 23, 2021

Dear Lexington North Shores Resident,

The Village administration annually defers to the CPI (consumer price index) to determine rent increases that may or may not need to occur based on changes to the CPI. This year the Village has determined it will forgo adding a CPI rent increase, so your rent rate will not be going up. This year has been a very challenging year for many and with other changes happening to the utilities we hope this simplifies things a bit for each of you.

Now to address the issue of utility changes within the park. The State of MI requires that if a landlord makes any change to the utility rate structure, they are to notify all residents at least 30 days prior to that change. On February 22, 2021 the Village Council voted on a change to the current structure and will be placing water meters on each home located in the park. These meters will be installed using Village funds that had been earmarked specifically for meters. Residents will not be required to pay for the meter or for the installation. All meters will be installed by a licensed and insured contractor that will be chosen through an RFP process by the Village Council. Once a contractor is in place the process should take roughly 1-2 months to complete.

Currently the rent structure breaks down rent in four different line items, rent, water, sewer, and garbage. The water and sewer rates residents have been paying are a flat usage fee. Once meters are installed these two items will disappear and be replaced with a water ready rate of \$35.57, a sewer ready rate of \$22.93, water usage per 1000 gallon at a rate of \$6.85, sewer usage per 1000 gallon at a rate of \$5.02, rent payment and garbage pick-up \$13.31.

Residents will be responsible for properly winterizing their units and protecting the water meters from damage, the Village will be installing freeze boxes around each meter to protect them from cold temperatures. Should residents not have heat tape or they choose to winterize their trailer during the cold season, they can pay a \$50 shut off fee to the Village and have their water turned off. Once a trailer is winterized for the cold season, this will eliminate the charges for water/sewer/garbage while the water is turned off and not in service. When the resident is ready to open their mobile back up, they will contact the Village, pay a \$50 turn on fee and then the charges will resume for services. Please review the Village Code of Ordinances Sec. 70-118 for additional information regarding the use, care, and responsibilities in reference to water meters.

For more information regarding these utility changes please feel free to contact me.

Thank you,

Michelle Irwin
Park Manager

Questions & Answers:

Who will be responsible for damage to lots (lawns and landscaping), mobile homes, skirting, driveways, decks, steps, cement etc. caused by installing meters?

There will only be foot traffic needed for meter installations, no heavy equipment is necessary. Access will be required in the area of the water riser and shut off valve. Skirting in these areas will need to be removed for access. Two options will be available for when this happens.

1. Contractors installing the meters will be allowed to carefully remove the skirting as needed in these areas to gain access, and then reinstall it as found.

2. If skirting is difficult to remove, and or in poor condition whereas the contractor feels uncomfortable with its removal, contact will be made with the homeowner to set up other arrangements, at the homeowner's expense.

*If skirting cracks or breaks under normal usage while gaining access to these areas, chances are the skirting was in poor shape to begin with, and the homeowner will be responsible for its repair. If the homeowner is concerned about damage to his or her skirting, it will be the homeowner's responsibility to make arrangements with the contractor to gain access for installation of the meter.

Will the meters be standard residential size meters? What size is the feed pipe to the mobile homes?

Water meters will be the standard residential ¾" Iperl meter, which will match the diameter of the riser piping feeding the homes.

Will meters need to be heat-taped?

The meters themselves are plastic and will not need to be heat taped. The meter will be installed by the contractor inside of a 1-1/2" thick foam freeze prevention container to help protect them. However, the homeowner is responsible for protecting the entire plumbing system from the curb stop thereafter, including protection of the meter from freezing by whatever means is deemed necessary. Any damage to the meter from freezing or other means will be at the homeowner's expense.

Will our water pipes need to be cut into, and if so, who will be responsible for the cost and any problems that may arise?

The water line will be severed at, or as close as possible to the ground riser pipe valve. The Village is covering basic installation costs of the meters, and all work will be performed by a licensed contractor. The work will be required to be warrantied for an agreed period of time between the contractor and the Village.

Will there be ANY charges for water meter installation to the park residents?

No basic installation charges will be passed along to the homeowner. If an installation is deemed non-basic, contact with the home owner will be made, and detailed arrangements will be sought and determined on a case-by-case basis.

Will the meter itself need to be winterized and who is responsible for that?

If the home piping is being winterized, the meter is included as part of this process. If the home is not properly winterized any damage to the meter from freezing or other means will be at the homeowner's expense.

- F. The tenant shall maintain electrical, sewer, water and gas lines in a safe and leak proof condition. There shall be no alterations to any utility lines or equipment by any tenant. A licensed contractor must work on these utilities.
- G. Tenants should not dispose of sanitary napkins, disposable diapers, wipes, or other nondegradable items by flushing them down the toilet. The tenant will be responsible for cleaning a blockage to the sewer line.
- H. Relocation of any utility is the expense of the tenant when requesting the relocation.

Village Ordinances Chapter 70 UTILITIES*

Sec. 70-4. *Tampering with water system.*

(a) No unauthorized person shall maliciously, willfully or negligently damage, destroy, alter, bypass, operate, or in any manner tamper with any portion of the water system, including water meters, storm drain system or sanitary sewer system of the Village. A violation of this section is a municipal civil infraction punishable by a \$250 fine to the property owner and/or person who committed the violation. Each day in which any violation shall continue shall be deemed a separate offense and a separate, additional fine shall be imposed. Any person who by his or her violation of this section causes damage to the water system, storm drain system or sanitary system shall be liable to the Village for all cost incurred by the Village, including but not limited to labor and materials, to repair the damage.

Sec. 70-37. *Turn-on charges.*

There will be imposed a charge in the amount established by resolution whenever the village is requested to turn on or off water services; however, whenever the village is requested to provide turn-on or turn-off service at times other than the regular business hours of the village, there will be imposed an additional charge of time and material plus ten percent.

Sec. 70-118. *Meters; installation, access.*

(a) Meters. Every connection to the water system shall require a meter which shall be in an accessible position, and free from danger of frost and protected by proper check and relief valves. The cost of the meter and radio reader (MXU) shall be paid by the applicant at the time of applying for water service. The water department shall have access at all times to meters for the purpose of repairing or checking them for accuracy, and the cost of any repair, necessitated by the negligence of anyone other than the village shall be charged to the owner. If the meter should be installed outside the building, it shall be installed in a metering pit, free from damage of the elements. Meters will be installed on the first floor or basement; crawl space is subject to approval upon inspection.

(b) Installation. Installation of all service lines to and including the meter will be installed by a licensed plumber. Homeowner installation will be subject to an open trench inspection by the village water department and a fee in an amount established by resolution is due and payable at the time of inspection.

(Ord. No. 30, § 5, 4-11-1938; Ord. of 5-16-1940; Ord. No. 99-01-A, §§ 5,6,2-8-1999)