

NORTHFIELD TOWNSHIP BOARD AGENDA
October 8, 2013 - - 7:00 PM
8350 Main Street, 2nd Floor

CALL TO ORDER
PLEDGE/INVOCATION
ROLL CALL
CONSENT AGENDA: Minutes, Bills
ADOPT BALANCE OF AGENDA
CALL TO THE PUBLIC

REPORTS/UPDATES

- Department Head Reports
- ZBA Report
- Planning Commission Report
- Parks and Recreation Report
- Financial Report
- Township Manager's Report

Presentations

1. Senior / Community Center Position Job Description
2. Assistant to the Township Manager Job Description
3. Code Enforcement Officer Job Description
4. Ordinance #12-17: Northfield Township Benefits Ordinance
5. Resolution on the policy and procedures for public inspection and copying of public records
6. 9142 Main Street Title Insurance *
7. Procedures on taping and televising workshops *
8. Amendment to Section 10.01.D Accessory Uses and Buildings
9. Amendment to Section 2.03 Definitions, and Section 3.19 Water and Sewage Facilities

2nd CALL TO THE PUBLIC
BOARD MEMBER COMMENTS
ADJOURNMENT

* Denotes previous backup; + denotes no backup in package

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Northfield Township Board Meeting

Minutes

July 23, 2013

CALL TO ORDER

Clerk Manning called the meeting to order at 6:03 pm at 8350 Main Street.

Motion: Manning moved, Chick supported, appoint Manning as moderator until such time the Supervisor arrives. **Motion carried 6 – 0, on a voice vote.**

INVOCATION/PLEDGE/ROLL

Roll call:

Marilyn Engstrom	Present (arrived 6:10)
Michele Manning	Present
Kathy Braun	Present
Wayne Dockett	Present
Jacki Otto	Present
Janet Chick	Present
Tracy Thomas	Present

ADOPT AGENDA

Motion: Manning moved, Thomas supported, to adopt the agenda as presented. **Motion carried 6 – 0, on a voice vote.**

CALL TO THE PUBLIC

No Public Present

CLOSED SESSION PER MCL 15.268(8)(e) – Litigation with Northfield Estates (MTT)

Motion: Manning moved, Chick supported to move into closed session per MCL 15.258(8)(e). **Motion carried 6-0, on a roll call vote.**

Motion: Manning moved, Thomas supported to return to open session. **Motion carried 7-0, on a roll call vote.**

Motion: Otto moved, Chick supported, to authorize the attorney to settle litigation with Northfield Estates as discussed in closed session. **Motion carried 6-1, on a voice vote. Dockett opposed.**

Dockett stated that he would like to see this case continue in the Tax Tribunal court.

CONSIDER RESOLUTION FOR CHARITABLE GAMING FROM THE WL ATHLETIC ASSOCIATION

Motion: Manning moved, Engstrom supported to approve the resolution for charitable gaming licenses as requested from the Whitmore Lake Athletic Association. **Motion carried 7 – 0, on a roll call vote.**

ADJOURNMENT

Motion: Otto moved, Chick supported, that the meeting be adjourned. **Motion carried 7 – 0 on a voice vote.**

The meeting adjourned at 6:47 pm.

Minutes prepared by Michele Manning.

Approved by the Township Board on _____.

Michele K. Manning, Clerk

NORTHFIELD TOWNSHIP
Township Board
Notes
September 10, 2013

CALL TO ORDER

The meeting was called to order at 7:00 P.M. by Supervisor Engstrom at 8350 Main Street.

PLEDGE

Supervisor Engstrom led those present in the Pledge of Allegiance.

ROLL CALL

Marilyn Engstrom, Supervisor	Present
Shelle Manning, Clerk	Present
Kathy Braun, Treasurer	Present
Janet Chick, Trustee	Present
Wayne Dockett, Trustee	Present
Jacki Otto, Trustee	Present
Tracy Thomas, Trustee	Present

Also present:

Township Manager Howard Fink
Wastewater Treatment Plant Superintendent
Tim Hardesty
Public Safety Director William Wagner
Police Sgt. Martin Smith
Senior Center Director Jennifer Brown
Township Attorney Paul Burns
Recording Secretary Lisa Lemble
Members of the community

CONSENT AGENDA:

- **Minutes**
- **Bills**

Dockett asked that the minutes and bills be removed from the consent agenda.

ADOPT BALANCE OF AGENDA

Fink asked that the *Senior Center/County Meals Program Contract* be removed from the agenda.

- ▶ **Motion:** Thomas moved, Chick supported, that the balance of the agenda be adopted as amended.
Motion carried 7—0 on a voice vote.

FIRST CALL TO THE PUBLIC

No comments.

REPORTS/UPDATES

Department Heads

Fire. Chief Wagner briefly reviewed his written report.

Police. Sgt. Smith briefly reviewed the written report. Dockett commented that overtime was very high in August. Smith noted 231 hours of vacation time had to be covered by full-time staff because there are not enough part-time staff to do that.

Wastewater Treatment. Hardesty reported the driveway culvert project was started today and should be completed in two weeks. He asked that a contract for maintenance of 10 generators be approved. He explained that four proposals were submitted last year and he is proposing that the low bidder at that time—who was awarded the contract last year—be awarded the contract again.

- ▶ **Motion:** Otto moved, Manning supported, that the maintenance contract in the amount of \$3,555 for PM Technologies be approved as presented.

Dockett said it seems like a lot of money to check the oil on these pumps. Manning noted that the contract period is written as August 31, 2013 to December 31, 2015.

- ▶ **Motion:** Otto moved, Manning supported, that the maintenance contract for the period from August 31, 2013 to December 31, 2015, in the amount of \$3,555 for PM Technologies be approved as presented.

There was discussion about whether the \$3,555 was for one year or that entire period.

- ▶ **Motion:** Chick moved, Dockett supported, that this matter be tabled to a future meeting for clarification about the time period involved. **Motion carried 6—1 on a voice vote, Manning opposed.**

Senior Center. Brown referred to her written report and noted that the last outdoor movie night is set for September 20th on the Library lawn.

Dockett noted that the Center had sent 60 pounds of goods to U.S. troops at a cost of \$70 dollars. Brown explained that the mailing was done through the Northern Ohio USO which will distribute the materials.

Other Reports

Zoning Board of Appeals. Otto reported that on August 19th the ZBA approved a variance of up to 34' of the 35' sign setback requirement at 175 Barker Road. In answer to a question from Manning, Fink said no variance was needed for the sign at the Township's property at 75 Barker Road because it is in the downtown zoning district where there is no sign setback requirement.

Planning Commission. Chick reported that the Commission met on August 21st and discussed revisions to the sign ordinance and development of a pushcart ordinance, and it also recommended approval of the two zoning ordinance amendments which are on this agenda for approval.

Parks & Recreation. Thomas said there is nothing to report in addition to the item on this agenda.

Financial. Braun reported that the Township's investment portfolio has been moved from Multi-vest to Greenstone as authorized by the Board, and she referred to her revenue and expenditure report.

Township Manager. Fink referred to his written report and called for questions.

- ▶ **Motion:** Manning moved, Otto supported, that the \$1 increase in hourly wage for Mary Kendall be approved as requested by Supervisor Fink effective August 19, 2013. **Motion carried 7—0 on a voice vote.**

In answer to questions from Dockett, Fink said:

- he is in the process of advertising for an assistant to the Supervisor, and after he completes interviews he will bring a candidate to the Board for approval. In answer to a question from Dockett, Fink confirmed that this position will not be filled until payments to the Clerk for additional time worked end.
- he removed the resolution regarding a 4-lane N. Territorial bridge over US-23 from the agenda because MDOT indicated they need more time to develop a proposal. Dockett suggested getting input from property owners in the area, especially those who might be affected by interchange updates. Fink said he spoke with one property owner, but the problem now is that no MDOT plan is available for anyone to comment on.
- he expects work to begin on the non-motored pathway soon, perhaps next week.

PRESENTATIONS/PUBLIC HEARING

A. ZBA Candidates Open Forum

Engstrom explained that three people have expressed interest in filling the ZBA position vacated by the

appointment of Kenneth Dignan to the Planning Commission.

Mark Stanalajczo said he served on the ZBA for two years and on the Planning Commission—which authors the zoning ordinances—so he brings broad experience to the position. He said he believes property owners have certain rights and zoning laws cover large, broad areas, but they do not cover more specific situations so the ZBA is required to make decisions in specific situations. He said he would bring better qualifications to the position than any of the other candidates.

Stanalajczo also applauded the Board for the actions they have taken regarding the Township's investments.

Athena Trentin, 8972 Ash Drive, said she has appeared before the ZBA as an applicant and she has 20 years of construction experience to bring to the position. She said she also has a high level of education and interpretive experience and she has been a plumber since 1993 holding her master plumber license since 2001. She said this experience has made her very familiar with ordinances and in working with inspectors. She said she is also very familiar with Northfield Township, served on the Blue Skies Commission, and worked on the SWOT (Strengths, Weaknesses, Opportunities, Threats) Assessment of the Township. She said her current position in State economic development has given her experience in interpreting legalistic language and many connections and resources.

Chick asked Trentin if she has been in a position of making decisions that affect individuals or groups of people. Trenton said working at Michigan State University was very political, and she is also a communications trainer.

Gregory Kolecki, 5959 Sutton Road, said he is interested in giving back to the community. He said he has lived in the community since 1978 and his background is in construction, sales, and management. He said he currently oversees restaurant start-ups which requires him to have contact with a variety of people including contractors and inspectors and requires patience with all of them. He said he is willing to learning about what is needed to serve on the ZBA.

Chick thanked all of the candidates for their interest noting they are all highly qualified.

B. ZBA Open Position Nomination

- ▶ **Motion:** Dockett moved, Engstrom supported, that Mark Stanalajczo be appointed to fill the position on the Zoning Board of Appeals which was vacated by Kenneth Dignan, with an end date of December 31, 2015.

Dockett asked for a roll call vote.

Motion failed 3—4 on a voice vote, Chick, Otto, Manning, and Thomas opposed.

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- ▶ **Motion:** Engstrom moved, Otto supported, that Athena Trentin be appointed to fill the position on the Zoning Board of Appeals which was vacated by Kenneth Dignan, with an end date of December 31, 2015. **Motion carried 7—0.**

**C.
Public Hearing on the
Whitmore Lake Sewer Assessment District**

- ▶ **Motion:** Engstrom moved, Thomas supported, that public hearing be opened.
Motion carried 7—0 on a voice vote.

Supervisor Fink noted that at this point what is being discussed is the map of the district. He noted that there is risk of moving forward after this point if any of the property owners in the district withdraw because the Township would be on the hook for those assessments. In answer to a question from Manning, Fink said while residents may speak for or against this project during this hearing, it is the Board's option whether or not to move ahead with this project. Manning said it is her understanding that if fewer than 51% of the property owners in the district were in favor to this project it could not move forward. Fink said 51% is required for the petition—and that requirement was met—but the Board could approve the district regardless of interest of the owners at this point.

In answer to a question from Dockett, Steve Mann with Miller Canfield said it is common with these projects that everyone wants to know up front what it will cost them, but from a practical matter the costs are determined after other steps are completed, including establishment, design, and engineering of the district. He said signatures on the petition submitted to the Township substantially exceed 51% of the property owners in the proposed district.

Mann introduced engineer Brian Rubel of Tetra Tech. Rubel noted he had given an overview of the project to the Board several times in the past. He referred to an aerial photograph showing the boundaries of both the North Territorial special assessment district from 2000 or 2001 and the currently proposed district. He said this current district includes 24 parcels and about 110 acres, and the owners of all 24 parcels have submitted petitions to the Township. He described how the project will be designed and said that work could be done over the winter with construction completed in the fall of 2014.

Steve Mann said this is the first formal public hearing although there have been prior informal meetings. He noted a resolution (Resolution #2) has been prepared for the Board to adopt if it wishes to establish the district, but if support were to fall off in the future the Board would not be obligated to move forward and build the project. He said if the resolution is adopted Tetra Tech would design the project and bid it out, and once the costs are known the distribution of costs among parcels can be determined.

Regarding the special assessment agreements referred to earlier by Dockett, Mann said there are risks for the Township if any of the assessments become uncollectible,

but the agreement establishes that the assessments are a lien against each property. Dockett asked if the project would be held up if one or two property owners decided they did not want to participate once they learned what the cost is to them. Mann said that would not necessarily stop the project. He noted that those property owners could appeal their assessments.

Jon Wheatley of Bendzinski & Company, financial advisors to the Township, said he has developed a preliminary cost of \$870,000 for this project. He said special assessments for each parcel are preliminarily and are based on front footage and acreage of each parcel as the most fair and equitable method. He said schedules have been distributed to the Board and property owners, assessments would be payable over 20 years, the interest rate will be based on what the bonds are sold for, and at current rates interest would be up to 5.5%.

In answer to a question from Thomas, Wheatley said 20 years is standard for sewer projects, and based on their experience the final costs usually fall within no more than 10% of the estimated cost. Engstrom called for comments from the public.

Udo Huff introduced his wife, Sherry Wagar, and said they are owners of 6431 and 6475 Whitmore Lake Road (parcels -009 and -010). He said he was surprised to hear that the previous hearings were only informal meetings. He said the Board needs more time to make a decision about this, and he is concerned about the legal language of the petition without more information. He said the project was "sold" to them as the assessment being by front footage, not acreage. He said there is no price comparison available, he is concerned about what he will be committed to by signing on to the project and what future owners of the property would be committed to. He said the Township should seek federal funding for this to take financial burden off the owners. He asked why the sewer line to the US-23 rest area cannot be used. He said he is withdrawing his petition.

Sherry Wagar referred to a letter she and Huff had submitted to the Board. She said a 14 minute Google search found possible federal funding, including grants from the Army Corps of Engineers, the EPA, and the Economic Development Administration. She said the \$870,000 cost is only the beginning for residents in the district. She said they estimate it would cost them \$22,000 in costs to abandon their septic field and hook up to the sewer and they cannot afford this. She said it would require them to move.

Wagar also said they thought the petition was only a fact-finding measure, and while this would probably be good for the businesses in the district, they do not see a benefit for the five residences. She asked the Board to remove those five residences from the district.

Barbara Gregg, 6371 Whitmore Lake Road, said she also wishes to withdraw from the district because she cannot afford it. She said she just spent \$25,000 eight years ago to install an engineered septic field. In answer to a question from Gregg, Fink said he does not know of any subsidies that would be available for participants in the district. He noted that the costs are spread over 20 years.

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Dockett said her only option would be to appeal her assessment to the State. Steve Mann confirmed that. He noted the State has a program that is tied to age and income that could provide assistance with assessment payments. He said the federal government will not lend money to communities if they can get credit, and Northfield Township can get credit.

Mann also noted that the 20 year bond length is standard because it is matched to the life of the improvement, and a longer term would make it more difficult to sell the bonds. He said the Township would not require payoff of the assessment upon sale of a property, but mortgage companies may well require that it be paid off either by the seller or the purchaser, or by rolling the cost into the mortgage.

Engstrom noted that as soon as the sewer goes in everyone in the district will be required to hook up to it. Fink said that is likely true, but the property sewer use ordinance will address that. Dockett noted that only one house in the Seven Mile District has hooked up since that sewer was installed. Fink said that may be true, but the ordinance will govern those situations. Dockett said the Township needs to be very careful about what it requires. In answer to a question from Fink, Wastewater Treatment Superintendent Hardesty said there is nothing in the current sewer ordinance requiring members of districts to hook up to the sewer.

Janet Johns, owner of two 10 acre parcels on Whitmore Lake Road (-029 and -030), said her land is agricultural. She said she tried to get the zoning changed several years ago, but it was denied. She said she is not opposed to the sewer, but she is opposed to her property being zoned agricultural while she pays \$12,000/year for a sewer. She said no one will build a house on these parcels across the road from industrial uses. Manning said the zoning can be changed. Johns said she does not have a lot of faith in that. She added that property nearby was rezoned to Limited Industrial, but that is essentially useless. In answer to a question from Otto, Johns said the Rock Connection across the street from her parcels is owned by her brother, and another 10 acre parcel is owned by her brothers.

Richard Bradburn, owner of 6785 Whitmore Lake Road, (parcel -026) said he bought a ten acre parcel from Johns, and while they were originally denied rezoning, three years ago Light Industrial zoning was granted with the condition that it not be developed until it is served by sewer. He said this is his opportunity to develop the property and he believes Johns could also get her property rezoned. He said he does not think his taxes are too high now, and he feels confident that his property will appreciate in value more than the cost of the sewer. He said he thinks the economy is greatly improved and there is opportunity here.

Udo Huff said rather than fighting this he would like to find an alternate solution. He said there is a 12" pressurized line going to the US-23 rest stop people could hook into and that should be investigated. Fink said the Township has spent months addressing these issues at public meetings. He said he understands Mr. Huffs' concerns, but they have all been addressed. He said he cannot create a new answer that does not exist. He said the issue of the sewer across the street came up last week and

the engineer and Hardesty both explained that line cannot be hooked into. He said there is also no federal funding available for this project because no reasonable argument can be made for it—there are no environmental issues and there are no low-income residents in the district. He said this is simply a case of residents who have asked for creation of a sewer district.

Fink said the Board can vote to table the district and ask him to investigate possible grants, but it that is unlikely to lead to anything because there are far greater needs in other communities. He said he provided Mr. Huff with all of the information he requested in front of all of the other experts. He said he finds it problematic that Mr. Huff is finding conflict with this process and the project. He said Mr. Huff was provided with information about how his property could be removed from the district, but all of the other property owners would have to pay for his improvements. He said he understands Mr. Huff's concerns, but the other issues raised are not pertinent to the decision to be made. He said the previous meetings were held in an effort to inform the public, and last Tuesday was the first time he heard Mr. Huff or anyone else oppose the district. He said he respects those who are opposed, but the process was delayed to get community input and to attack the Board and the process is inappropriate.

Otto said there are seven property owners who have indicated they wish to withdraw, and she asked how many property owners that leaves who are interested. Fink said if seven of 21 property owners are not interested in participating then he also has doubts about proceeding with the project.

Udo Huff said he will work with the Township and Fink, and he asked that the parties respect each other, but he said the Board needs to look into all aspects of this project.

In answer to a question from Otto, Janet Johns said she is not necessarily withdrawing from the district, but she is concerned about the costs of owning the property increasing in relation to the value of the property. Dockett said he does not think she would have a problem getting her property rezoned. Johns said that is what she was told the last time. Manning said she was on the Board at the time of her previous request, but she noted that Mr. Bradburn was able to get his property rezoned. Johns said Limited Industrial will not work for her and all she has been doing has been paying taxes on these parcels for years. Manning said there are choices available for Johns' property.

Sherry Wagar said now that the costs for each parcel are known it might be appropriate to ask the property owners again if they are interested. Dockett and Manning asked those who are in favor to hold up their hands. Several people did, and one said many property owners did not come to the meeting because they thought the district would proceed without a problem.

Anthony Bargone (-008 and -009) said he has owned property in the Township for 50 years, and the possibility of having this sewer is very welcome because nothing can be done with the property without it. He said this is the best thing the Township has ever done.

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The owner of Alexander's Farm Market (-019) said he has been doing business in the Township for over 20 years. He said he is mostly in favor of the project because he is hopeful it will bring opportunities he can take advantage of. Dockett said he pledges he will vote for any development proposal in the district.

In answer to a question from Rick Johns, 3040 Bolgos Circle, Ann Arbor, owner of the Rock Shoppe, Manning said property owners have to petition for rezoning, but the Board approves those rezonings. Dale Brewer, 11548 East Shore Drive, said Johns is asking whether the Board would consider initiating the rezoning of properties in this district. He said others have asked him the same thing. Brewer asked whether the sewer line is being sized appropriately for commercial and industrial use, rather than just residential use. He also noted the State has some grant funding available for planning of the district.

A member of the public said he understands Fink being upset by the comments made earlier in the meeting given all of the time and effort previously committed to this project. Fink apologized to Udo Huff. Mr. Huff said the comments made by Brewer was a valuable addition to the conversation.

Engstrom asked Fink is 51% of the property owners are still interested in being in the district. Fink said he cannot say, but he knows that the last time phone calls were made to the property owners in the district there was not more than one negative response. He said the first negative response was voiced last Tuesday. He said would guess at this point that the pro/con breakdown is now about 70/30.

Mann said there is no real legal way for a property owner to remove their petition at that point. He said there are 116 acres in the district and initially all owners except one (of 4.5 acres) were in support, and with those who voiced opposition tonight the total acreage of those not in support would be 16-17 acres. In answer to a question from Dockett, Mann confirmed that the Township will have to pay the professional fees of the financial advisors and engineers even if the district does not proceed. Dockett said he is not indicating he is opposed; he just wants the Board to be aware of the costs. Fink agreed there will be significant costs, mostly in engineering fees.

Otto said it might be better to postpone action to allow concerns to be addressed. Fink suggested encouraging all of the property owners to come to another public meeting to assess interest again. Manning said hearings bring out only negative comments and she does not see a reason to delay action.

Dave Horton, owner of parcel -020, said many meetings have been held over the last year and it is time to move forward. He said his 5.5 acres has little value now. He said Fink has done a great job and at some point interest rates are going to increase a lot so he does not see a reason to delay.

Rick Johns asked when the actual costs will be known. Fink said that will happen in about six months after engineering is complete and bids are submitted. In answer to a question from Shari Wagar, Rubel said the size of lines

being engineered has taken industrial and commercial development into account.

Engstrom thanked everyone for their input.

- ▶ **Motion:** Manning moved, Otto supported, that the public hearing be closed.
Motion carried 7—0 on a voice vote.

**D.
Resolution on
Whitmore Lake Sewer Assessment District**

Manning asked whether the Board can consider changing the boundaries of the district. Mann said if the board approves the district tonight, it is possible to not assess parcels within the district. Dockett said in that case the owners of the owner properties would have to cover the costs that otherwise would have been assigned to that parcel. Mann said if consideration is given in the future to allowing those who were not in the district to join, what they would be assessed would have to be determined. In response to a comment from Dockett, Mann said if a line runs in front of someone's property it is assumed that value is added to that property. He also noted that if action is not taken by the Board tonight another public hearing would have to be held.

Chick said she is not in favor of postponing action because any issues that have come up at this meeting can be addressed on an individual basis.

- ▶ **Motion:** Manning moved, Engstrom supported, that Special Assessment Resolution No. 2 to tentatively proceed with public improvements for Whitmore Lake Sewer Assessment District.

Otto encouraged those in the district with concerns to go through the appropriate channels.

Motion carried 7—0 on a roll call vote.

**E.
Dog Park**

Randy Rush, Chair of the Parks & Recreation Committee, referred to the proposal for a dog park included in Board packets. He listed the other members of the Committee noting that Jennifer DeLisle did an incredible job of putting the proposal together. He thanked Fink for the many hours of time he put in on this project, and noted there are many people who have signed up to help with construction and maintenance of the project. He said there are a lot of dog owners in the community who have a keen interest in this project. He said they intend to apply for grants in the future to add other improvements.

Manning asked if Rush is asking the Board to approve the proposal or the lease. Rush said both should be approved.

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- ▶ **Motion:** Manning moved, Chick supported, that the lease agreement between Northfield Township and the Whitmore Lake Public Schools for a dog park be approved.

Thomas said the proposal should also be approved because it involves donation of time and materials. Dockett said there is no park for people in the Township, and he is disappointed that the first thing the Committee came up with is a park for dogs. Dockett said Chick, Otto, and Thomas should not vote on this because they made cash donations to the project, and without their contributions there would not be enough funds to proceed with the project. Otto said none of the people named are gaining anything from the project so they do not have a conflict of interest. Township attorney Paul Burns said the test for that under Michigan law is whether you have a direct pecuniary interest in the matter, and that is not the case here. He said the fact that those three Board members are in favor of the park does mean they have a conflict.

In answer to a question from Engstrom, Fink said the school district has not signed the lease, but he believes their Board is in favor and has given the Superintendent power to sign. Chick said while this is a dog park it also benefits the people of the Township, noting that some people who do not own dogs go to such parks. Dockett said the Township will be on the hook for the insurance that covers this park and suggested that those interested in the park form an LLC to create the park. Rush said there will be no increase

Dockett requested a roll call vote.

Motion carried 5—2 on a roll call vote, Braun and Dockett opposed.

- ▶ **Motion:** Manning moved, Chick supported, that the proposal for the Northfield Township dog park be approved as presented.

Dockett requested a roll call vote.

Motion carried 5—2 on a roll call vote, Braun and Dockett opposed.

[Engstrom called for a five minute recess].

BUSINESS ITEMS

1.

Senior Center/County Meals Program Contract

Removed from the agenda.

2.

Ordinance on Senior Center Rentals

Brown referred to the proposal she had prepared. She said she thinks the prices she has are fair, but she asked for the Board's input. Dockett asked what Brown thinks the actual hourly cost is of operating the building is. Brown said it

will cost \$50 to have a staff person open and close the building for each event, but there should not be any cleaning costs because the Rental Rules and Regulations call for the renter to keep the building clean. She said a deposit is required and will be returned unless there are damages or the use exceeds the approved rental period. She said the parking situation will be discussed with the renters as they inquire.

Manning said this needs to be run by the liability insurance carrier, the agreement needs to specify no alcohol is allowed, and she is opposed to renters being in the building without a staff person present. Engstrom said she does not think enough can be charged to cover the cost of having a staff person present throughout these events. Fink said the Township has a blanket liability policy for whatever happens on Township property, so these events would also be covered.

Fink noted someone is interested in renting the building within the next month. Manning said she is not willing to rush this. Dockett and Engstrom agreed. Thomas asked how rentals of other buildings are handled. Otto said at her homeowner's association's clubhouse events are not monitored and Kiwanis events held in Township buildings have not been monitored by staff. Manning said while the Board allows civic groups to use Township buildings, the Board previously decided against allowing use of Township buildings for parties.

Brown said the staff person closing the building would go over a closing checklist with the renter, but some other Senior Centers have a staff person on the premises throughout events.

- ▶ **Motion:** Manning moved, Engstrom supported, that action on the Ordinance on Senior Center Rentals be tabled. **Motion carried 4—3 on a voice vote, Otto, Braun, and Chick opposed.**

3.

Amendment to Section 10.01.D; Accessory Uses and Buildings

Not discussed in the interest of time.

4.

Amendments to Section 2.03 Definitions and Section 3.19 Water and Sewage Facilities

Not discussed in the interest of time.

5.

Procedures on Taping and/or Televising Township Board Workshops

Not discussed in the interest of time.

6.
9142 Main Street Title Insurance

Not discussed in the interest of time.

7.
Request by Whitmore Lake Kiwanis
to Use 75 Barker Road

Manning explained this is a request by Kiwanis to use the building for their annual rummage sale on September 19-21.

- ▶ **Motion:** Manning moved, Chick supported, that the Whitmore Lake Kiwanis be allowed to use 75 Barker Road for their annual rummage sale.
Motion carried 7—0 on a voice vote.

8.
PCI Contract

Fink referred to two proposals from PCI. He said pricing has to be refreshed tomorrow, but he has more confidence in Integrys Energy than Direct Energy. He recommended a three year contract because energy prices right now are at an historic low. He said this would save the Township about \$36,000/year.

Dockett asked why Fink is recommending a three year contract. Fink said he would like to know what the Township's costs will be for the next few years and energy costs are very low right now, but it is the Board's choice. Dockett said he does not like that long a contract. In answer to another question from Dockett, Fink said he is in favor of paying a commission to Christie because it lowers the Township's costs.

- ▶ **Motion:** Manning moved, Otto supported, that the Glacial to Integrys contract be approved for the three year pricing, with payment to Chris Bee of a 10% Commission, and that the current contract be terminated with mutual release and no liability moving forward.

In answer to a question from Dockett, Fink said the current contract that expires in February is with the energy broker, and the proposed contract is with the energy company.

Motion carried 6—1 on a voice vote, Dockett opposed.

9.
Purchase of Two Police Vehicles

Chief Wagner requested approval of the purchase of two vehicles and equipment for \$72,382 from the Drug Forfeiture Fund. Dockett said the Township pays for a drug enforcement officer to work in Detroit, not in Northfield Township, the money for this is sent to Detroit and laundered there, and when it comes back to the Township its use is restricted to just a few things. He said those people would be in jail if they were not police officers.

Wagner said that is not true. Dockett commented on the outfitting of the vehicles with equipment and Wagner answered questions about that.

- ▶ **Motion:** Otto moved, Manning supported, that purchase the Police Department be authorized to purchase a 2014 Ford Police Interceptor and Utility AWD and a 2014 Ford Police Interceptor Sedan AWD in conjunction with the cost of outfitting the vehicles at a cost not to exceed \$20,000, with a total amount of \$72,382. **Motion carried 7—0 on a voice vote.**

10.
Sale/Scrap of Excess Vehicles and Equipment

Wagner referred to list of surplus equipment that he proposes to dispose of by sale or by discarding. In answer to a question from Wagner, Township attorney Burns said he has not researched whether such property can be sold on Craigslist, but he thinks he can work with Wagner to set up a system using Craigslist that would require submission of bids by a certain date. Chick suggested offering the items to local residents first. Fink said a complete and open process must be used. Chick suggested an on-site auction. Wagner noted that a large auction company in Romulus is used to sell vehicles to get the best price. Dockett asked whether the metal door frames should be retained for use in the Public Safety Building. Wagner said these look like they were installed incorrectly and removed, but they can be removed from the list of items to be sold.

- ▶ **Motion:** Manning moved, Braun supported, that Wagner be allowed to dispose of the items listed as he sees fit.

Dockett asked if the door frames are included. Otto said it would be very hard to reuse these. Engstrom said Wagner can make that determination.

Motion carried 6—1 on a voice vote, Dockett opposed.

11. Minutes

Dockett said the approval of the motion regarding the *Policy Change Regarding Accident, Death, and Disability Coverage* is in violation of the prior vote of the Board that Board members should not be provided with any benefits from the Township. Fink said there was no increase in the cost with this change in policy. Engstrom said the first action was taken to save the Township money, so it could be repealed. Engstrom suggested adding it to a future agenda for discussion or action.

- ▶ **Motion:** Manning moved, Otto supported, that the minutes of the regular Township Board meeting of August 13, 2013, be accepted as presented, and to dispense with the reading.
Motion carried 7—0 on a voice vote.

12. Bills

Docket noted that operation of the Township this month cost \$232,000. In answer to his questions:

- Wagner said the department purchased oil and filters for all vehicles and they are installed by one of the firefighters. Docket thanked them for doing that.
 - Manning said engineering expenses listed were for the sewer treatment plant culvert project.
 - The payment to Mary Johnson was for damages caused by a sewer backup as approved by the Board.
 - A trailer hitch was installed on a vehicle that did not come with a towing package.
- **Motion:** Manning moved, Chick supported, that the bills be paid. **Motion carried 7—0 on a voice vote.**

SECOND CALL TO THE PUBLIC

None present.

BOARD MEMBER COMMENTS

Dockett:

- said he is disappointed that the matter of the title insurance for 9142 Main Street was not discussed.
- urged everyone to buy and use local products and services.
- noted there were 172 pages of documents in the Board packet for this meeting.

In answer to a question from Dockett, Braun said all of the Township's investment options will be discussed at the next meeting.

ADJOURNMENT

- **Motion:** Engstrom moved, Otto supported, that the meeting be adjourned.
Motion carried 7—0 on a voice vote.

The meeting adjourned at 11:02 P.M.

Submitted by Lisa Lemble.

These notes are an expanded version of the official meeting minutes adopted by the Board of Trustees. Minutes and notes for all meetings are available on the Township's website at http://twp.northfield.mi.us/boards/twp_board

**NORTHFIELD TOWNSHIP
Township Board
Minutes
September 10, 2013**

CALL TO ORDER

The meeting was called to order at 7:00 P.M. by Supervisor Engstrom at 8350 Main Street.

PLEDGE

Supervisor Engstrom led those present in the Pledge of Allegiance.

ROLL CALL

Marilyn Engstrom, Supervisor	Present
Shelle Manning, Clerk	Present
Kathy Braun, Treasurer	Present
Janet Chick, Trustee	Present
Wayne Dockett, Trustee	Present
Jacki Otto, Trustee	Present
Tracy Thomas, Trustee	Present

Also present:

Township Manager Howard Fink
Wastewater Treatment Plant Superintendent
Tim Hardesty
Public Safety Director William Wagner
Police Sgt. Martin Smith
Senior Center Director Jennifer Brown
Township Attorney Paul Burns
Recording Secretary Lisa Lemble
Members of the community

CONSENT AGENDA:

- **Minutes**
- **Bills**

Dockett asked that the minutes and bills be removed from the consent agenda.

ADOPT BALANCE OF AGENDA

Fink asked that the *Senior Center/County Meals Program Contract* be removed from the agenda.

- ▶ **Motion:** Thomas moved, Chick supported, that balance of the agenda be adopted as amended.
Motion carried 7—0 on a voice vote.

FIRST CALL TO THE PUBLIC

No comments.

REPORTS/UPDATES

Department Heads

Fire. Chief Wagner briefly reviewed his written report.

Police. Sgt. Smith briefly reviewed the written report.

Wastewater Treatment. Hardesty provided an update on the driveway culvert project and asked for approval of contract for maintenance of 10 generators.

- ▶ **Motion:** Otto moved, Manning supported, that the maintenance contract in the amount of \$3,555 for PM

Manning noted that the contract period is written as August 31, 2013 to December 31, 2015.

- ▶ **Motion:** Otto moved, Manning supported, that the maintenance contract for the period from August 31, 2013 to December 31, 2015, in the amount of \$3,555 for PM Technologies be approved as presented.

There was discussion about whether the \$3,555 was for one year or that entire period.

- ▶ **Motion:** Chick moved, Dockett supported, that this matter be tabled to a future meeting for clarification about the time period involved. **Motion carried 6—1 on a voice vote, Manning opposed.**

Senior Center. Brown referred to her written report.

Other Reports

Zoning Board of Appeals. Otto reported that on August 19th the ZBA approved a variance for a sign.

Planning Commission. Chick reported that on August 21st the Commission discussed two changes to the zoning ordinance also recommended approval of the two zoning ordinance amendments which are on this agenda.

Parks & Recreation. Thomas said there is nothing to report in addition to the item on this agenda.

Financial. Braun reported that the Township's investment portfolio has been moved from Multi-vest to Greenstone as authorized by the Board, and she referred to her revenue and expenditure report.

Township Manager. Fink referred to his written report and answered questions from Dockett.

**Northfield Township Board Meeting
Minutes of Regular Meeting
Public Safety Building; 8350 Main Street
September 10, 2013**

- ▶ **Motion:** Manning moved, Otto supported, that the \$1 increase in hourly wage for Mary Kendall be approved as requested by Supervisor Fink effective August 19, 2013. **Motion carried 7—0 on a voice vote.**

PRESENTATIONS/PUBLIC HEARING

**A.
ZBA Candidates Open Forum**

Mark Stanalajczo, Athena Trentin, and Gregory Kolecki provided their qualifications and explained their interest in serving on the Zoning Board of Appeals.

**B.
ZBA Open Position Nomination**

- ▶ **Motion:** Dockett moved, Engstrom supported, that Mark Stanalajczo be appointed to fill the position on the Zoning Board of Appeals which was vacated by Kenneth Dignan, with an end date of December 31, 2015.

Dockett asked for a roll call vote.

Motion failed 3—4 on a voice vote, Chick, Otto, Manning, and Thomas opposed.

- ▶ **Motion:** Engstrom moved, Otto supported, that Athena Trentin be appointed to fill the position on the Zoning Board of Appeals which was vacated by Kenneth Dignan, with an end date of December 31, 2015. **Motion carried 7—0.**

**C.
Public Hearing on the
Whitmore Lake Sewer Assessment District**

- ▶ **Motion:** Engstrom moved, Thomas supported, that public hearing be opened. **Motion carried 7—0 on a voice vote.**

Supervisor Fink noted that at this point what is being discussed is the map of the district. Fink, Steve Mann of Miller Canfield, Brian Rubel of Tetra Tech, and Jon Wheatley of Bendzinski & Company provided information and answered questions from the Board and members of the public.

- Discussion included the following comments:
- If any property owner withdraws after approval of the district by the Board the Township would be responsible for the assessments made against those properties.
- Petitions from 51% of property owners is required to bring the request, but the Board could approve the district regardless of interest of the owners at this point.
- The preliminary cost of the project is estimated at 870,000. Final costs are determined after establishment, design, engineering, and receipt of bids, and a variance of no more than 10% is expected.

- The district includes 24 parcels and about 116 acres, and the owners of all 24 parcels have submitted petitions to the Township.
- Property owners not wishing to participate could appeal their assessments.
- Schedules for special assessments for each parcel have been distributed to the Board and all property owners. These are preliminarily and are based on front footage and acreage of each parcel as the most fair and equitable method. Assessments would be payable over 20 years, the interest rate will be based on what the bonds are sold for, and at current rates interest would be up to 5.5%.
- The owners of 6431 and 6475 Whitmore Lake Road and of 6371 Whitmore Lake Road said the costs will be too high for them and would force them to move. They said federal funding should be sought or the sewer line to the US-23 rest are be used. Fink said it is clear that neither of those are possibilities.
- Hook up to the sewer may be required once it is available depending on Township ordinance requirements.
- The owner of two parcels expressed concern that the assessment would be more than the value of the property unless she can get commercial zoning.
- Four property owners said the sewer will increase the value of their land, and in some cases will be the only way to make the properties useful. One of them said other property owners in favor did not come to the hearing because they assumed it would be approved given the overwhelming interest to date.
- Two property owners asked the Board to initiate rezoning of all of the parcels in the district.

- ▶ **Motion:** Manning moved, Otto supported, that the public hearing be closed. **Motion carried 7—0 on a voice vote.**

**D.
Resolution on
Whitmore Lake Sewer Assessment District**

- ▶ **Motion:** Manning moved, Engstrom supported, that Special Assessment Resolution No. 2 to tentatively proceed with public improvements for Whitmore Lake Sewer Assessment District. **Motion carried 7—0 on a roll call vote.**

**E.
Dog Park**

Randy Rush, Chair of the Parks & Recreation Committee, explained the proposal and asked that the Board approve the proposal and the lease.

- ▶ **Motion:** Manning moved, Chick supported, that the lease agreement between Northfield Township and the Whitmore Lake Public Schools for a dog park be approved.

Dockett said Chick, Otto, and Thomas should not vote on this because they made cash donations to the project, and without their contributions there would not be enough funds to proceed with the project. Township attorney Paul

**Northfield Township Board Meeting
Minutes of Regular Meeting
Public Safety Building; 8350 Main Street
September 10, 2013**

Burns said the test for that under Michigan law is whether you have a direct pecuniary interest in the matter, and that is not the case here. He said the fact that those three Board members are in favor of the park does mean they have a conflict.

Dockett requested a roll call vote.

Motion carried 5—2 on a roll call vote, Braun and Dockett opposed.

- ▶ **Motion:** Manning moved, Chick supported, that the proposal for the Northfield Township dog park be approved as presented.

Dockett requested a roll call vote.

Motion carried 5—2 on a roll call vote, Braun and Dockett opposed.

[Engstrom called for a five minute recess].

BUSINESS ITEMS

1.

Senior Center/County Meals Program Contract

Removed from the agenda.

2.

Ordinance on Senior Center Rentals

Brown referred to the proposal she had prepared. The Board discussed the rental prices, whether a staff member would be on site, and liability insurance.

- ▶ **Motion:** Manning moved, Engstrom supported, that action on the Ordinance on Senior Center Rentals be tabled. **Motion carried 4—3 on a voice vote, Otto, Braun, and Chick opposed.**

3.

**Amendment to Section 10.01.D;
Accessory Uses and Buildings**

Not discussed in the interest of time.

4.

**Amendments to Section 2.03 Definitions and
Section 3.19 Water and Sewage Facilities**

Not discussed in the interest of time.

5.

**Procedures on Taping and/or Televising
Township Board Workshops**

Not discussed in the interest of time.

6.

9142 Main Street Title Insurance

Not discussed in the interest of time.

7.

**Request by Whitmore Lake Kiwanis
to Use 75 Barker Road**

- ▶ **Motion:** Manning moved, Chick supported, that the Whitmore Lake Kiwanis be allowed to use 75 Barker Road for their annual rummage sale. **Motion carried 7—0 on a voice vote.**

8.

PCI Contract

- ▶ **Motion:** Manning moved, Otto supported, that the Glacial to Integrys contract be approved for the three year pricing, with payment to Chris Bee of a 10% Commission, and that the current contract be terminated with mutual release and no liability moving forward. **Motion carried 6—1 on a voice vote, Dockett opposed.**

9.

Purchase of Two Police Vehicles

- ▶ **Motion:** Otto moved, Manning supported, that purchase the Police Department be authorized to purchase a 2014 Ford Police Interceptor and Utility AWD and a 2014 Ford Police Interceptor Sedan AWD in conjunction with the cost of outfitting the vehicles at a cost not to exceed \$20,000, with a total amount of \$72,382. **Motion carried 7—0 on a voice vote.**

10.

Sale/Scrap of Excess Vehicles and Equipment

- ▶ **Motion:** Manning moved, Braun supported, that Wagner be allowed to dispose of the items listed as he sees fit. **Motion carried 6—1 on a voice vote, Dockett opposed.**

11. Minutes

Dockett brought up the motion regarding the *Policy Change Regarding Accident, Death, and Disability Coverage* Engstrom suggested adding it to a future agenda for discussion or action.

- ▶ **Motion:** Manning moved, Otto supported, that the minutes of the regular Township Board meeting of August 13, 2013, be accepted as presented, and to dispense with the reading. **Motion carried 7—0 on a voice vote.**

Northfield Township Board Meeting
Minutes of Regular Meeting
Public Safety Building; 8350 Main Street
September 10, 2013

12. Bills

Docket noted that operation of the Township this month cost \$232,000. Wagner and Manning answered questions from him about four expenditures.

- ▶ **Motion:** Manning moved, Chick supported, that the bills be paid. **Motion carried 7—0 on a voice vote.**

SECOND CALL TO THE PUBLIC

None present.

Submitted by Lisa Lemble.

Corrections to the originally issued minutes are indicated as follows:
Wording removed is ~~stricken through~~;
Wording added is underlined.

Approved by the Township Board on _____, 2013.

Michele K. Manning, Clerk

Official minutes of all meetings, as well as expanded notes, are available on the Township's website at http://twp.northfield.mi.us/boards/twp_board

BOARD MEMBER COMMENTS

Dockett made four comments.

ADJOURNMENT

- ▶ **Motion:** Engstrom moved, Otto supported, that the meeting be adjourned. **Motion carried 7—0 on a voice vote.**

The meeting adjourned at 11:02 P.M.

INVOICE DISTRIBUTION REPORT FOR NORTHFIELD TOWNSHIP
 INVOICES TO BE PAID 10/09/2013 - 10/09/2013
 Bank: MTF MUNICIPAL INVESTMENT FUND
 Open Invoices Only

GL Number	Inv. Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101	GENERAL FUND				
Dept 101	TOWNSHIP BOARD				
101-101-807	MEMBERSHIP DUES	MICHIGAN MUNICIPAL LEAGUE	7/1/13 - 6/30/14, MEMBER DUES	175.00	
		Total for Dept 101 TOWNSHIP BOARD:		175.00	
Dept 257	ASSESSING				
101-257-860	FUEL & MILEAGE	JAY SINGH	7/5 - 9/30, 2013 MILEAGE REIMB.	166.10	
		Total for Dept 257 ASSESSING:		166.10	
Dept 265	HALL AND GROUNDS				
101-265-727	SUPPLIES	ARBOR SPRINGS WATER CO INC	SPRING WATER	17.25	
101-265-938	CHARGEBACKS - PRIOR TAX YEARS	WASHTENAW COUNTY TREASURER	2010-2012 TAX TRIB'L/STC, ADJ'S TAX R	10,442.79	
		Total for Dept 265 HALL AND GROUNDS:		10,460.04	
Dept 270	LEGAL/PROFESSIONAL				
101-270-803	LEGAL	MCGRAW MORRIS P.C.	AUGUST, 2013 SERVICES/NEGOTIATIONS	1,850.00	
		Total for Dept 270 LEGAL/PROFESSIONAL:		1,850.00	
Dept 412	PLANNING/ZONING DEPT				
101-412-800	OTHER PROFESSIONAL FEES	OHM ADVISORS	PROF. SERVICES THRU 8/17/13	1,995.00	
		Total for Dept 412 PLANNING/ZONING DEPT:		1,995.00	
Dept 449	ROAD WORK				
101-449-814	ROAD IMPROVEMENTS	BOSS ENGINEERING	BARKER RD, PHASE 2, INHOUSE BLUEPRINT	152.00	
		Total for Dept 449 ROAD WORK:		152.00	
Dept 666	SENIOR CITIZEN CENTER				
101-666-812	SCC TRIPS/PROGRAMS	RED CARPET TRAVEL CLUB	DANIEL O'DONNELL FINAL	119.04	
		Total for Dept 666 SENIOR CITIZEN CENTER:		119.04	
Fund 207	LAW ENFORCEMENT FUND				
Dept 000					
207-000-214	DUE TO OTHERS	STATE OF MICHIGAN	STOELT, ELIZABETH BROOKE 8/26/13	46.50	
		Total for Dept 000 :		46.50	
Dept 301	OPERATING COSTS				
207-301-930	REPAIRS & MAINTENANCE	CRUISERS	SEPT. RADAR SPEED TRAILER RENTAL	335.00	
207-301-938	CHARGEBACKS - PRIOR TAX YEARS	WASHTENAW COUNTY TREASURER	2010-2012 TAX TRIB'L/STC, ADJ'S TAX R	33,408.73	
		Total for Dept 301 OPERATING COSTS:		33,743.73	

GL Number	Inv. Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund 207	LAW ENFORCEMENT FUND				
Dept 301	OPERATING COSTS				
Total for Dept 301 OPERATING COSTS:				33,743.73	
Dept 333	TRANSPORTATION				
207-333-930	REPAIRS & MAINTENANCE	CREATIVE CARS INC	REMOVE/REPLACE TWO TIRES	42.00	
207-333-930	REPAIRS & MAINTENANCE	BRIGHTON FORD INC	2003 FORD TAURUS OIL LEAK	30.16	
Total for Dept 333 TRANSPORTATION:				72.16	
Total for Fund 207 LAW ENFORCEMENT FUND:				33,862.39	

Fund 216	MEDICAL RESCUE FUND				
Dept 226	PERSONNEL				
216-226-957	TRAINING & DEVELOPMENT	EMERGENT HEALTH PARTNERS	PHTLS RECERTIFICATION - S. HANOSH	135.00	
Total for Dept 226 PERSONNEL:				135.00	

Dept 301	OPERATING COSTS				
216-301-727	SUPPLIES	ARBOR SPRINGS WATER CO INC	SPRING WATER, FIRE DEPT.	17.25	
216-301-727	SUPPLIES	ANN ARBOR WELDING SUPPLY	MEDICAL OXYGEN	107.40	
216-301-727	SUPPLIES	BATTERIES PLUS	12-V LEAD	49.99	
216-301-727	SUPPLIES	ONE SOURCE JANITORIAL SUPPLY, LLC	FLOOR FINISH	96.23	
216-301-818	CONTRACTUAL SERVICES	ACCUMED BILLING, INC.	TOTAL COLLECTED EMS, AUGUST	54.73	
216-301-820	DISPATCH SERVICES	EMERGENT HEALTH PARTNERS	SEPTEMBER, 2013 FIRE DISPATCHING	882.07	
216-301-938	CHARGEBACKS - PRIOR TAX YEARS	WASHTEWAW COUNTY TREASURER	2010-2012 TAX TRIB'L/STC, ADJ'S TAX R	14,940.83	
Total for Dept 301 OPERATING COSTS:				16,148.50	

Dept 333	TRANSPORTATION				
216-333-930	REPAIRS & MAINTENANCE	CARQUEST AUTO PARTS	BRAKE CLEANER, POWER STEERING FLUID,E	39.25	
216-333-930	REPAIRS & MAINTENANCE	CARQUEST AUTO PARTS	FUEL FILTER	9.52	
216-333-930	REPAIRS & MAINTENANCE	CARQUEST AUTO PARTS	EPOXY, SOCKETS	14.97	
216-333-930	REPAIRS & MAINTENANCE	WEBB CONTRACTORS	AIR CONDITIONER SERVICE, PS BLDG.	553.85	
216-333-930	REPAIRS & MAINTENANCE	CARQUEST AUTO PARTS	SPARK PLUGS, DEX/MERC	14.44	
Total for Dept 333 TRANSPORTATION:				632.03	

Fund 287	BUILDING DEPARTMENT FUND				
Dept 301	OPERATING COSTS				
287-301-725	INSPECTOR EXPENSES	DINO BONA	SEPTEMBER INSPECTIONS, 2013	162.80	
287-301-725	INSPECTOR EXPENSES	BRANDON ZIRKLE	SEPTEMBER 3, 2013 INSPECTION	21.00	
Total for Dept 301 OPERATING COSTS:				183.80	
Total for Fund 287 BUILDING DEPARTMENT FUND:				183.80	

Fund 370	PUBLIC SAFETY BLDG DEBT FD				
Dept 301	OPERATING COSTS				
370-301-930	REPAIRS & MAINTENANCE	DOUG WILBUR	EXHAUST FAN MOTOR, PARKING LOT LIGHTS	1,607.29	

GL Number	Inv. Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund 370	PUBLIC SAFETY BLDG DEBT FD				
Dept 301	OPERATING COSTS				
370-301-938	CHARGEBACKS - PRIOR TAX YEARS	WASHTENAW COUNTY TREASURER	2010-2012 TAX TRIB'L/STC, ADJ'S TAX R	7,383.27	
Total for Dept 301 OPERATING COSTS:				8,990.56	

Total for Fund 370 PUBLIC SAFETY BLDG DEBT FD: 8,990.56

Fund 571	WASTEWATER TREATMENT FUND				
Dept 301	OPERATING COSTS				
571-301-740	OPERATING SUPPLIES	QUALITY ASSURANCE SERV LLC	ANNUAL SERVICE AND CALIBRAT'N OF LAB	210.00	
571-301-930	REPAIRS & MAINTENANCE	CARQUEST AUTO PARTS	SPARK PLUGS, FUEL FILTERS	52.68	
571-301-930	REPAIRS & MAINTENANCE	EMMET CORP	RECON/4 MULTIGAS DETECTOR	495.00	
571-301-930	REPAIRS & MAINTENANCE	CARQUEST AUTO PARTS	AUTOMOTIVE TANK HTR, RETURN	(42.25)	
571-301-930	REPAIRS & MAINTENANCE	CARQUEST AUTO PARTS	CAP SCREW	5.00	
571-301-930	REPAIRS & MAINTENANCE	CARQUEST AUTO PARTS	BRUSH ON BEDLINER	29.91	
571-301-930	REPAIRS & MAINTENANCE	CARQUEST AUTO PARTS	RUBBERIZED UNDERCOAT	10.66	
571-301-930	REPAIRS & MAINTENANCE	CARQUEST AUTO PARTS	ELECTRICAL ADAPTERS	29.62	
571-301-930	REPAIRS & MAINTENANCE	CARQUEST AUTO PARTS	FUSE	4.80	
571-301-930	REPAIRS & MAINTENANCE	ARBOR SPRINGS WATER CO INC	RED WIRE SET	20.46	
571-301-930	REPAIRS & MAINTENANCE	M & K JETTING AND TELEVISIONG	SPRING WATER, WWTP	46.00	
571-301-930	REPAIRS & MAINTENANCE	PETROLEUM SOLUTIONS	JET/VAC MANHOLE	932.50	
571-301-930	REPAIRS & MAINTENANCE	HACH COMPANY	INDUSTRIAL GEAR GARD	630.00	
571-301-930	REPAIRS & MAINTENANCE	GRAINGER	MOTOR, 12 VDC, 10 RPM BC	393.47	
571-301-930	REPAIRS & MAINTENANCE	GRAINGER	RADIAL BALL BEARING	21.98	
571-301-930	REPAIRS & MAINTENANCE	GRAINGER	MTR, 3 PH, 1/2 HORSEPOWER	246.38	
571-301-930	REPAIRS & MAINTENANCE	GRAINGER	RADIAL BALL BEARING	21.98	
Total for Dept 301 OPERATING COSTS:				3,108.19	

Total for Dept 301 OPERATING COSTS: 3,108.19

RHINO LININGS UTILITY TRUCK BOX & TOP RAILS 500.00

Total for Dept 333 TRANSPORTATION: 500.00

Total for Fund 571 WASTEWATER TREATMENT FUND: 3,608.19

Dept 333	TRANSPORTATION				
571-333-930	REPAIRS & MAINTENANCE				
Fund Totals:					
		Fund 101	GENERAL FUND	14,917.18	
		Fund 207	LAW ENFORCEMENT FUND	33,862.39	
		Fund 216	MEDICAL RESCUE FUND	16,915.53	
		Fund 287	BUILDING DEPARTMENT FUND	183.80	
		Fund 370	PUBLIC SAFETY BLDG DEBT FD	8,990.56	
		Fund 571	WASTEWATER TREATMENT FUND	3,608.19	
Total - All Funds				78,477.65	

Check Date from 09/10/2013 to 10/03/2013 Bank Code: MIF

PAID

Date	Bank	Check	Payee	Description	Acct	Dept	AMT
09/10/2013	MIF	A0000000253*	PAYROLL	SALARIES	701	666	1,365.38
				SOCIAL SECURITY	715	666	104.45
				PENSTON	718	666	273.08
				SALARIES	701	171	480.76
				SOCIAL SECURITY	715	171	(2,40)
				ASSESSOR	713	257	2,363.07
				SOCIAL SECURITY	715	257	180.77
				PENSTON	718	257	236.30
				SALARIES	701	215	1,000.11
				DEPUTY SALARIES	703	215	985.60
				CONTROLLER	722	172	2,150.40
				SOCIAL SECURITY	715	215	151.91
				SALARIES	701	253	480.76
				DEPUTY SALARIES	703	253	1,813.44
				SOCIAL SECURITY	715	253	232.67
				PENSTON	718	253	157.68
				JANITORIAL SALARIES	710	265	440.00
				SOCIAL SECURITY	715	265	33.66
				CLERICAL/DEP /SUPER/ELECTION	704	253	747.26
				SALARIES	701	172	2,961.54
				SOCIAL SECURITY	715	172	391.06
				PENSTON	718	172	296.14
				CHECK TOTAL FOR FUND 101			16,843.64
09/11/2013	MIF	00000036650	ALL AMERICAN CLEANING CO.	GROUPS/CLEANG/JANITORL SERVIC	816	666	280.00
09/11/2013	MIF	00000036654*	AUTOMATED RESOURCE MGT INC	SUPPLIES	727	265	39.84
09/11/2013	MIF	00000036656	BERENDS HENDRICKS STUITT INSURANCE	PREPAID EXPENSES	123	000	2,613.37
09/11/2013	MIF	00000036658	BRIGHTON SENIOR CENTER	SCC TRIPS/PROGRAMS	812	666	365.00
09/11/2013	MIF	00000036659	CARLISLE, WORTMAN ASSOCIATES, INC.	PLANNER FEES	801	412	450.00
				PLANNER FEES	801	412	675.00
				PLANNER FEES	801	412	180.00
				PLANNER FEES	801	412	295.00
				CHECK TOTAL FOR FUND 101			1,600.00
09/11/2013	MIF	00000036669	FRITZ NELSON	SCC TRIPS/PROGRAMS	812	666	129.00
09/11/2013	MIF	00000036672	HORNBACK RECYCLING	REPAIRS & MAINTENANCE	930	666	60.00
09/11/2013	MIF	00000036673*	J & M LANDSCAPING	GROUPS/CLEANG/JANITORL SERVIC	816	265	220.00
				GROUND/CLEANG/JANITORL SERVIC	816	666	80.00
				CHECK TOTAL FOR FUND 101			300.00
09/11/2013	MIF	00000036675	KATHRYN WAGNER	CONTRACTUAL SERVICES	818	172	288.75
09/11/2013	MIF	00000036677	MICHIGAN ASSOC. OF PLANNING	TRAINING & DEVELOPMENT	957	412	350.00
09/11/2013	MIF	00000036678	MICHIGAN MUNICIPAL LEAGUE	WORKER'S COMP PAYMENTS	124	000	5,486.00
09/11/2013	MIF	00000036680	OFFICE MAX INCORPORATED	PRINTING & PUBLICATIONS	900	666	69.50
09/11/2013	MIF	00000036681*	PAUL E BURNS	LEGAL	803	270	8,885.00
				ALLOCATE TO DEPARTMENTS	927	270	(3,800.00)

Check Date from 09/10/2013 to 10/03/2013 Bank Code: MIF

Date	Bank	Check	Payee	Description	Acct	Dept	AMT
09/11/2013	MIF	00000036682*	PITTSFIELD TOWNSHIP	LEGAL	803	253	500.00
				CHECK TOTAL FOR FUND 101			5,585.00
09/11/2013	MIF	00000036683*	QUILL CORP	CODE ENFORCEMENT	809	412	812.50
				SUPPLIES	727	265	227.85
09/11/2013	MIF	00000036684	SIGN A RAMA	MISCELLANEOUS	956	265	25.00
09/11/2013	MIF	00000036687*	TERMINIX	REPAIRS & MAINTENANCE	930	666	37.00
09/11/2013	MIF	00000036688	TERRY S. HEWELLT	SCC TRIPS/PROGRAMS	812	666	180.00
09/11/2013	MIF	00000036692	WASHTENAW COUNTY	ROADWORK	813	449	12,789.00
			ROAD COMMISSION	ROAD IMPROVEMENTS	814	449	22,200.00
				CHECK TOTAL FOR FUND 101			34,989.00
09/11/2013	MIF	00000036694*	WELLS FARGO FINANCIAL LEASING	RENTAL EQUIPMENT	940	265	206.74
09/19/2013	MIF	00000036695	WC SOIL EROSION	GRANT EXPENSE	929	449	470.00
09/24/2013	MIF	A0000000254*	PAYROLL	SALARIES	701	666	1,365.38
				SOCIAL SECURITY	715	666	104.45
				PENSION	718	666	136.54
				SALARIES	701	171	480.76
				SOCIAL SECURITY	715	171	(18.75)
				ASSESSOR	713	257	2,363.07
				SOCIAL SECURITY	715	257	180.77
				PENSION	718	257	236.30
				SALARIES	701	215	1,237.56
				DEPUTY SALARIES	703	215	855.21
				CONTROLLER	722	172	2,150.40
				SOCIAL SECURITY	715	215	160.10
				SALARIES	701	253	480.76
				DEPUTY SALARIES	703	253	1,709.96
				SOCIAL SECURITY	715	253	230.66
				PENSION	718	253	157.68
				CLERICAL/DEP /SUPER/ELECTION	704	172	824.49
				SALARIES	701	172	2,961.54
				SOCIAL SECURITY	715	172	391.07
				PENSION	718	172	296.14
				CHECK TOTAL FOR FUND 101			16,304.09
09/26/2013	MIF	00000036699	ABOVE & BEYOND TOURS LLC	SCC TRIPS/PROGRAMS	812	666	2,848.10
09/26/2013	MIF	00000036701*	CONSUMERS ENERGY	UTILITIES	920	265	390.16
				UTILITIES	920	666	15.14
				CHECK TOTAL FOR FUND 101			405.30
09/26/2013	MIF	00000036703	DARRYL MICKENS	SCC TRIPS/PROGRAMS	812	666	132.00
09/26/2013	MIF	00000036706*	DTE ENERGY	UTILITIES	920	265	5.83
				UTILITIES	920	666	52.95
				CHECK TOTAL FOR FUND 101			58.78
09/26/2013	MIF	00000036708*	DTE ENERGY	UTILITIES	920	448	3,016.13

Check Date from 09/10/2013 to 10/03/2013 Bank Code: MIF

Date	Bank	Check	Payee	Description	Acct	Dept	AMT
09/26/2013	MIF	00000036710*	PNC BANK				** VOIDED **
09/26/2013	MIF	00000036714*	PNC BANK	COMMUNICATION	850	265	45.00
				TOTAL FOR FUND 101			93,767.59

Check Date from 09/10/2013 to 10/03/2013 Bank Code: MIF

Date	Bank	Check	Payee	Description	Acct	Dept	AMT
09/10/2013	MIF	A0000000253*	PAYROLL	SALARIES-CHIEF/COMMAND OFFICER	701	226	7,227.90
				SALARIES - FT PATROL OFFICERS	702	226	16,701.00
				CLERICAL	704	226	2,254.56
				SALARIES-PART TIME	708	226	560.24
				SALARIES-OVERTIME	711	226	3,807.60
				JANITORIAL SALARIES	710	226	400.00
				SOCIAL SECURITY	715	226	2,367.77
				PENSION	718	226	2,084.96
				CHECK TOTAL FOR FUND 207			35,404.03
09/11/2013	MIF	00000036652*	ARBOR SPRINGS WATER CO INC	SUPPLIES	727	301	25.50
09/11/2013	MIF	00000036654*	AUTOMATED RESOURCE MGT INC	SUPPLIES	727	301	45.82
09/11/2013	MIF	00000036657	BRIGHTON FORD INC	REPAIRS & MAINTENANCE	930	333	583.90
				REPAIRS & MAINTENANCE	930	333	32.24
				CHECK TOTAL FOR FUND 207			616.14
09/11/2013	MIF	00000036660*	CARQUEST AUTO PARTS	REPAIRS & MAINTENANCE	930	333	19.38
09/11/2013	MIF	00000036661	CDW GOVERNMENT INC	SUPPLIES	727	301	36.70
09/11/2013	MIF	00000036664	CRAFTMASTER HARDWARE CO. INC.	REPAIRS & MAINTENANCE	930	301	194.40
09/11/2013	MIF	00000036665	CRUISERS	REPAIRS & MAINTENANCE	930	301	335.00
09/11/2013	MIF	00000036681*	PAUL E BURNS	LEGAL	803	270	3,300.00
09/11/2013	MIF	00000036689	TRIANGLE TOWING INC	REPAIRS & MAINTENANCE	930	333	20.00
				REPAIRS & MAINTENANCE	930	333	20.00
				CHECK TOTAL FOR FUND 207			40.00
09/11/2013	MIF	00000036690*	VAL'S SERVICE STATION	REPAIRS & MAINTENANCE	930	333	168.00
09/11/2013	MIF	00000036691	WASHTEENAW COMMUNITY COLLEGE	JUSTICE TRAINING FUND #302	206	000	765.00
09/11/2013	MIF	00000036693	WASHTEENAW COUNTY TREASURER	DISPATCH SERVICES	820	301	5,278.91
09/11/2013	MIF	00000036694*	WELLS FARGO FINANCIAL LEASING	RENTAL EQUIPMENT	940	301	114.91
09/20/2013	MIF	00000036698*	VERIZON WIRELESS MESSAGING SVC	COMMUNICATION	850	301	335.95
09/24/2013	MIF	A0000000254*	PAYROLL	SALARIES-CHIEF/COMMAND OFFICER	701	226	6,772.33
				SALARIES - FT PATROL OFFICERS	702	226	13,159.60
				CLERICAL	704	226	2,254.56
				SALARIES-PART TIME	708	226	381.33
				SALARIES-OVERTIME	711	226	4,688.14
				SOCIAL SECURITY	715	226	2,085.08
				PENSION	718	226	2,092.00
				CHECK TOTAL FOR FUND 207			31,433.04
09/26/2013	MIF	00000036705	DON'S BODY SHOP	REPAIRS & MAINTENANCE	930	333	20.00
09/26/2013	MIF	00000036710*	PNC BANK				
09/26/2013	MIF	00000036714*	PNC BANK	SUPPLIES	727	301	114.96

** VOIDED **

Check Date from 09/10/2013 to 10/03/2013 Bank Code: MIF

Date	Bank	Check	Payee	Description	Acct	Dept	AMT
				TRAINING & DEVELOPMENT	957	226	190.00
				CHECK TOTAL FOR FUND 207			304.96
				TOTAL FOR FUND 207			78,437.74

Check Date from 09/10/2013 to 10/03/2013 Bank Code: MIF

Date	Bank	Check	Payee	Description	Acct	Dept	AMT
09/10/2013	MIF	A0000000253*	PAYROLL	CHECK TOTAL FOR FUND 216			304.96
				CHIEF SALARY	701	226	2,961.54
				DUTY SHIFT P-TIME	702	226	5,180.00
				ADMINISTRATIVE ASSISTANT	705	226	229.71
				PAID ON CALL	708	226	1,373.79
				TRAINING WAGES	958	226	354.00
				SOCIAL SECURITY	715	226	772.58
				PENSION	718	226	296.14
				CHECK TOTAL FOR FUND 216			11,167.76
09/11/2013	MIF	00000036652*	ARBOR SPRINGS WATER CO INC	SUPPLIES	727	301	11.50
09/11/2013	MIF	00000036653	AT&T	COMMUNICATION	850	301	180.56
09/11/2013	MIF	00000036654*	AUTOMATED RESOURCE MGT INC	SUPPLIES	727	301	71.72
09/11/2013	MIF	00000036655	BADER & SONS CO.	REPAIRS & MAINTENANCE	930	301	62.19
09/11/2013	MIF	00000036660*	CARQUEST AUTO PARTS	REPAIRS & MAINTENANCE	930	333	13.86
				REPAIRS & MAINTENANCE	930	333	4.17
				CHECK TOTAL FOR FUND 216			18.03
09/11/2013	MIF	00000036667	EMERGENCY VEHICLES PLUS	REPAIRS & MAINTENANCE	930	333	309.37
09/11/2013	MIF	00000036671	GREEN OAK TOWNSHIP FIRE DEPARTMENT	TRAINING & DEVELOPMENT	957	226	600.00
09/20/2013	MIF	00000036696	AMERICAN MESSAGING	COMMUNICATION	850	301	180.40
09/20/2013	MIF	00000036697*	GLACIAL ENERGY	UTILITIES	920	301	98.64
09/20/2013	MIF	00000036698*	VERIZON WIRELESS MESSAGING SVC	COMMUNICATION	850	301	193.73
09/24/2013	MIF	A0000000254*	PAYROLL	CHIEF SALARY	701	226	2,961.54
				DUTY SHIFT P-TIME	702	226	5,040.00
				ADMINISTRATIVE ASSISTANT	705	226	185.38
				PAID ON CALL	708	226	1,454.67
				SOCIAL SECURITY	715	226	737.58
				PENSION	718	226	296.14
				CHECK TOTAL FOR FUND 216			10,675.31
09/26/2013	MIF	00000036700	AT&T	COMMUNICATION	850	301	100.91
09/26/2013	MIF	00000036706*	DTE ENERGY	UTILITIES	920	301	103.00
09/26/2013	MIF	00000036710*	PNC BANK	** VOIDED **			
09/26/2013	MIF	00000036712	WEX BANK	FUEL & MILEAGE	860	333	805.12
09/26/2013	MIF	00000036714*	PNC BANK	SUPPLIES	727	301	45.34
				TOTAL FOR FUND 216			24,623.58

10/03/2013
03:38 pm

DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP
FUND: 287 BUILDING DEPARTMENT FUND

PAGE /

Check Date from 09/10/2013 to 10/03/2013 Bank Code: MIF

Date	Bank	Check	Payee	Description	Acct	Dept	AMT
09/11/2013	MIF	00000036666	DINO BONA	INSPECTOR EXPENSES	725	301	541.65
09/11/2013	MIF	00000036682*	PITTSFIELD TOWNSHIP	INSPECTOR EXPENSES	725	261	3,546.50
				TOTAL FOR FUND 287			4,088.15

Check Date from 09/10/2013 to 10/03/2013 Bank Code: MIF

Date	Bank	Check	Payee	Description	Acct	Dept	AMT
09/11/2013	MIF	00000036651	ALLIANCE WINDOW CLEANING	REPAIRS & MAINTENANCE	930	301	10.00
				REPAIRS & MAINTENANCE	930	301	10.00
				CHECK TOTAL FOR FUND 370			20.00
09/11/2013	MIF	00000036673*	J & M LANDSCAPING	GROUNDS/CLEANG/JANITORL SERVIC	816	301	575.00
09/11/2013	MIF	00000036687*	TERMINIX	REPAIRS & MAINTENANCE	930	301	62.00
09/26/2013	MIF	00000036710*	PNC BANK				** VOIDED **
09/26/2013	MIF	00000036713*	PNC BANK	INTEREST 3 M BOND	987	905	23,111.16
				INTEREST 500K BOND	992	905	3,743.71
				INTEREST 3.8 BOND PSB	994	905	25,850.00
				CHECK TOTAL FOR FUND 370			52,704.87
				TOTAL FOR FUND 370			53,361.87

Check Date from 09/10/2013 to 10/03/2013 Bank Code: MIF

Date	Bank	Check	Payee	Description	Acct	Dept	AMT
09/10/2013	MIF	A0000000253*	PAYROLL	SALARIES	701	226	2,328.76
				SALARIES	702	226	10,249.93
				SOCIAL SECURITY	715	226	962.27
				PENSTON	718	226	876.92
				CHECK TOTAL FOR FUND 571			14,417.88
09/11/2013	MIF	00000036649	ALEXANDER CHEMICAL CORP	OPERATING SUPPLIES	740	301	(900.00)
				OPERATING SUPPLIES	740	301	6,056.65
				CHECK TOTAL FOR FUND 571			5,156.65
09/11/2013	MIF	00000036654*	AUTOMATED RESOURCE MGT INC	SUPPLIES	727	301	13.94
09/11/2013	MIF	00000036660*	CARQUEST AUTO PARTS	REPAIRS & MAINTENANCE	930	301	96.18
				REPAIRS & MAINTENANCE	930	301	2.80
				REPAIRS & MAINTENANCE	930	301	9.87
				CHECK TOTAL FOR FUND 571			108.85
09/11/2013	MIF	00000036662	COMPLETE BATTERY SOURCE	REPAIRS & MAINTENANCE	930	301	33.11
				REPAIRS & MAINTENANCE	930	301	169.68
				REPAIRS & MAINTENANCE	930	301	21.21
				CHECK TOTAL FOR FUND 571			224.00
09/11/2013	MIF	00000036663	CORRIGAN OIL CO	FUEL & MILEAGE	860	333	1,082.30
09/11/2013	MIF	00000036668	FISHER SCIENTIFIC COMPANY	OPERATING SUPPLIES	740	301	276.15
09/11/2013	MIF	00000036670	GRAINGER	REPAIRS & MAINTENANCE	930	301	102.24
09/11/2013	MIF	00000036674	JACK DOHENY SUPPLIES, INC.	REPAIRS & MAINTENANCE	930	301	133.24
				REPAIRS & MAINTENANCE	930	301	210.98
				REPAIRS & MAINTENANCE	930	301	870.00
				TRAINING & DEVELOPMENT	957	226	750.00
				CHECK TOTAL FOR FUND 571			1,964.22
09/11/2013	MIF	00000036676	KNAPHEIDE TRUCK EQUIP. CTR. - FLINT	REPAIRS & MAINTENANCE	930	301	324.85
09/11/2013	MIF	00000036679	NCL OF WISCONSIN, INC.	OPERATING SUPPLIES	740	301	161.82
				OPERATING SUPPLIES	740	301	54.16
				OPERATING SUPPLIES	740	301	660.99
				CHECK TOTAL FOR FUND 571			876.97
09/11/2013	MIF	00000036683*	QUILL CORP	SUPPLIES	727	301	24.98
				SUPPLIES	727	301	59.98
				CHECK TOTAL FOR FUND 571			84.96
09/11/2013	MIF	00000036685	SIGNATURE FORD	EQUIPMENT	970	900	31,385.00
09/11/2013	MIF	00000036686	T.H. EIFERT	REPAIRS & MAINTENANCE	930	301	433.00
				REPAIRS & MAINTENANCE	930	301	309.00
				CHECK TOTAL FOR FUND 571			742.00
09/11/2013	MIF	00000036690*	VAL'S SERVICE STATION	REPAIRS & MAINTENANCE	930	333	20.00
09/20/2013	MIF	00000036697*	GLACIAL ENERGY	UTILITIES	920	301	173.96
09/24/2013	MIF	A0000000254*	PAYROLL	SALARIES	701	226	2,328.76

Check Date from 09/10/2013 to 10/03/2013 Bank Code: MIF

Date	Bank	Check	Payee	Description	Acct	Dept	AMT
09/26/2013	MIF	00000036701*	CONSUMERS ENERGY	SALARIES	702	226	6,860.86
				SOCIAL SECURITY	715	226	703.01
				PENSION	718	226	876.92
				CHECK TOTAL FOR FUND 571			10,769.55
09/26/2013	MIF	00000036704	DE LAGE LANDEN FINANCIAL SERVICES	UTILITIES	920	301	479.34
				UTILITIES	920	301	30.88
				UTILITIES	920	301	23.43
				UTILITIES	920	301	15.31
				UTILITIES	920	301	18.64
				CHECK TOTAL FOR FUND 571			567.60
09/26/2013	MIF	00000036706*	DTE ENERGY	RENTAL EQUIPMENT	940	301	69.00
				SUPPLIES	727	301	12.63
				CHECK TOTAL FOR FUND 571			81.63
09/26/2013	MIF	00000036708*	DTE ENERGY	UTILITIES	920	301	128.12
				UTILITIES	920	301	20.55
				UTILITIES	920	301	20.35
				UTILITIES	920	301	42.38
				UTILITIES	920	301	31.45
				UTILITIES	920	301	25.57
				UTILITIES	920	301	39.04
				UTILITIES	920	301	20.88
				UTILITIES	920	301	17.37
				UTILITIES	920	301	25.55
				UTILITIES	920	301	342.12
				CHECK TOTAL FOR FUND 571			713.38
09/26/2013	MIF	00000036709	GLACIAL ENERGY	UTILITIES	920	301	1,675.46
09/26/2013	MIF	00000036711	US BANK, N.A.	INTEREST 1992 BOND	989	528	61.84
				TOTAL FOR FUND 571			8,369.38
				TOTAL FOR FUND 571			79,192.81

Check Date from 09/10/2013 to 10/03/2013 Bank Code: MIF

Date	Bank	Check	Payee	Description	Acct	Dept	AMT
09/26/2013	MIF	00000036710*	PNC BANK				** VOIDED **
09/26/2013	MIF	00000036713*	PNC BANK	DEBT SERVICE - INTEREST	995	905	4,952.39
				TOTAL FOR FUND 815			4,952.39

10/03/2013
03:38 pm

DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP
FUND: 883 DISTRICT #3 HORSESHOE LAKE
Check Date from 09/10/2013 to 10/03/2013 Bank Code: MIF

Date	Bank	Check	Payee	Description	Acct	Dept	AMT
09/26/2013	MIF	00000036701*	CONSUMERS ENERGY	UTILITIES	920	301	22.77
				UTILITIES	920	301	9.02
				UTILITIES	920	301	29.51
				CHECK TOTAL FOR FUND 883			61.30
				TOTAL FOR FUND 883			61.30
				GRAND TOTAL			338,485.43

***INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND



William E. Wagner, Jr.
Director of Public
Safety/Fire Chief

Northfield Township Public Safety

8350 Main Street, Whitmore Lake, MI 48189
Fire: 734-449-2385 • Fax: 734-449-2521
Police: 734-449-9911 • Fax: 734-449-0511
www.twp.northfield.mi.us



Timothy Greene
Lieutenant
Police Operations

NORTHFIELD TOWNSHIP FIRE DEPARTMENT STATISTICAL REPORT FOR September 2013

October 8, 2013

To The Northfield Township Board of Trustees:

The Northfield Township Fire Department responded to 45 requests for service in September 2013. This is an increase when compared to September 2012 when we responded to 40 calls.

Of the requests for service, 9 of them were motor vehicle accidents, 14 of the requests were fire related calls and 22 were medical emergency calls. Of the fire calls, 5 were alarms, 4 were power lines down, 2 Haz-Mat calls and 3 burn complaints.

Of the responses for the month 47% were in the Hamlet area of the Township, 49% were in the rural areas of the Township and the remaining were Mutual Aid outside the township.

Mutual Aid calls for the month: We assisted other agencies one time and received assistance two times.

The Average response time for the month of September was 6:08.

September was again a very quiet month for fire department responses. There were no significant calls for the month.

William Wagner
Fire Chief



William E. Wagner, Jr.
Director of Public
Safety/Fire Chief

Northfield Township Public Safety

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Timothy Greene
Lieutenant
Police Operations

September 2013 Director of Public Safety Board Communication

- 1. Fire department training September:** Training for the month of September consisted of drivers training. Every driver is required to complete the driver's rodeo or drive time throughout the Township.
- 2. Fire Prevention Week/ Open House:** This year Fire Prevention week will be October 6th through October 12th. This year theme is "prevent kitchen fires". New and exciting this year we are partnering with Whitmore Lake Public Schools in a poster contest. The winner of the contest will have his/her poster on the digital billboard promoting Fire Prevention Week. **The Police and Fire Department open House will be on October 13th from 1-4pm.**
- 3. 911 Ceremony at State Capitol:** I was fortunate to be invited by State Representative Gretchen Driskell to participate at the State Capitol honoring first responders lost at the 911 attacks as well as recognizing first responders lost in the State of Michigan this year. Each Representative brought 1 responder from their jurisdiction and I was selected to represent the 52nd district. This was a true honor for me.
- 4. School Crisis Committee meeting:** We continue to meet quarterly with the schools over issues that involve both the school and Public safety. The main focus is the previously discussed Alice training. We are now involving the Spirit De Sanctus School. Ann Arbor Christian has been invited but has not yet attended any of these trainings.



William E. Wagner, Jr.
Director of Public
Safety/Fire Chief

Northfield Township Public Safety

8350 Main Street, Whitmore Lake, MI 48189

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Police: 734-449-9911 • Fax: 734-449-0511

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Timothy Greene
Lieutenant
Police Operations

5. **Fire Department resignations:** Please accept the resignation of William Buchinger and Brion Cooley from the fire department with regret.
6. **New Hires:** I would like permission to hire the following firefighter trainees: Charles Smith, Brooke Thompson, Michael Michino, Jeremy Soerries, Jonathon Ewertz and Kevin Pollins. These hires will all pend on background checks and passing physicals. These hires will bring our roster number to 24 with one of those being on a leave of absence. I am also anticipating 1-2 more to be leaving. 3 of the anticipated hires will be “Station #2” responders which is very helpful.
7. **Fire Department Mechanical Report:** In September we completed our annual pump test of all fire trucks as well as the required annual DOT testing. All trucks passed both tests.
8. **Homecoming:** The high school homecoming week will be October 7th through the 11th. The parade will be October 11th starting at 4pm. You can expect that Main St will be closed from Barker to the Public Safety building for about an hour.



William E. Wagner, Jr.
Director of Public
Safety/Fire Chief

Northfield Township Public Safety

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Timothy Greene
Lieutenant
Police Operations

MONTHLY REPORT SEPTEMBER 2013

TO: The Northfield Township Board of Trustees
FROM: Timothy Greene, Lieutenant
RE: Monthly Operations Review
DATE: Township Board Meeting of October 8, 2013

GENERAL ENFORCEMENT STATISTICS

The Northfield Township Police Department responded to 425 complaints during the Month of September 2013, and handled 5 mutual aid responses inside the township and 4 outside the township. Of the total complaints answered, 70 % of them were in the hamlet area and 30 % were handled throughout the rest of the Township. The average response time on calls for service is 6.31 minutes. Officers generated a total of 12 arrests and worked a total of 1905.25 hours. An itemized listing of monthly activities is attached.



Timothy Greene
Lieutenant

Attachments:

CLEAR-1018 Verified Offense By Date

Agency: NR

9/1/2013 12:00:00 AM - 9/30/2013 12:00:00 AM

Offense Code	Description	Incident Count
1313	Assault/ Battery/Simple (Incl Domestic and Police Officer	3
1380	Telephone Used for Harassment, Threats	1
2202	B&E - Burglary - Forced Entry - Residence - Home Invasion	1
2204	B&E - Burglary - No Forced Entry - Residence- Home Invasion	1
2305	Larceny - Personal Property from Vehicle - LFA	4
2309	Larceny - From Yards (Grounds Surrounding a Building)	1
2404	Vehicle Theft UDAA	1
2605	Fraud - Illegal Use of Credit Card	2
2902	Damage to Property - Private Property - MDOP	5
3562	Marijuana -Possess	1
5005	Contempt of Court (PPO Violation, etc)	1
5560	Dog Law Violations	1
5586	Animals -Cruelty to	1
8011	Accident - Fail to Stop and Identify	1
8041	Operating Under the Influence of Alcohol / Liquor OWI	1
C2825	Juvenile - Incurribility	2
C2931	DWLS OPS License Suspended / Revoked	2
C2933	Vehicle Registration - Improper / Expired	4
C2934	Vehicle Insurance - None / Expired	4
C3010	Felony Arrest Warrant (Originating Agency)	1
C3020	Misdemeanor Arrest Warrant (Originating Agency)	4
C3030	Traffic Arrest Warrant	1
C3050	Misdemeanor Arrest Warrant - Other Jurisdiction	2
C3060	Traffic Arrest Warrant - Other Jurisdiction	1
C3101	Acc, Single Motor Vehicle	1
C3113	Acc, Injury Type B	1
C3145	Property Damage Traffic Crash PDA	12
C3150	Property Damage H&R Traffic Crash	1
C3155	Personal Injury Traffic Crash PIA	1
C3221	Attempt Suicide - Juvenile	1
C3225	Drug Overdose	1
C3250	Mental	3
C3299	Welfare Check	7
C3310	Family Trouble	8
C3312	Neighborhood Trouble	2
C3318	Found Property	3
C3324	Suspicious Circumstances	12
C3326	Suspicious Vehicles	7
C3328	Suspicious Persons	8
C3330	Assist Other Law Enforcement Agency	5
C3331	Assist Medical	8
C3332	Assist Fire Department	6
C3333	Assist Motorist	8
C3336	Assist Citizen	25
C3337	Assist Citizen - Vehicle Lockout	5

CLEAR-1018 Verified Offense By Date

Agency: NR

9/1/2013 12:00:00 AM - 9/30/2013 12:00:00 AM

Offense Code	Description	Incident Count
C3345	Accidental Property Damage	4
C3355	Civil Matter - Other	8
C3702	Traffic Complaint / Road Hazard	7
C3707	Vehicle Release	4
C3708	Traffic Complaint / Private Impound	6
C3799	Miscellaneous Traffic Complaint	2
C3804	Animal Complaint	2
C3808	Animal Bite / Scratch	3
C3902	Burglary Alarm	1
C4037	Fail to Report Accident	1
C4041	Speeding Citation	20
C4048	Improper Passing Citation	1
C4059	Hazardous Equipment Citation	1
C4105	Equipment Citation	4
C4125	Seat Belt Law Citation	1
C4222	Parking - Aband Motor Vehicle	1
L3503	Opened in Error - NR	1
L3504	PBT Station - NR	12
L3505	Fireworks No Report - NR	1
L3506	Shots Fired - NR	3
L3507	Fingerprints - NR	6
L3508	Ticket Sign Off - NR	7
L3509	Loud Party - NR	2
L3510	Loud Music - NR	2
L3512	Vin Inspection - NR	1
L3518	Vehicle Repossession - NR	1
L3526	False Alarm - NR	19
L3530	Wires Down - NR	2
L3535	GUN Permit, Applications, CCW Permits - NR	19
L3542	BOL - NR	12
L3546	Trespass Notice Served - NR	1
L3547	Subpoena Service - NR	1
L3548	MIP Non Vehicle - NR	1
L3550	Speed Sign Detail - NR	19
L3552	Traffic Stop - NR	41
L3555	Attempt to Serve Warr - NR	2
L3563	NonTerminal - NR	2
L3568	Local Records Check - NR	3
L3569	Assist Other Police Agency - Inside Northfield - NR	5
L3570	Assist Other Police Agency - Outside Northfield - NR	4
L3596	Test Call - NR	1
L3597	Non Terminal - NR	13
L4599	Misc Non-Criminal - NR	5
L4925	Commercial Vehicle Violations - NR	1
L6018	Inspection Motor Vehicle - NR	1

CLEAR-1018 Verified Offense By Date
Agency: NR
9/1/2013 12:00:00 AM - 9/30/2013 12:00:00 AM

Offense Code	Description	Incident Count
Sum:		425

Report Time:
10/2/2013 8:27:19 AM

Report CLEAR-008 Summary of Offenses
All Offenses that were Attempted or Completed
For the Month of September

Agency: Northfield Twp PD
ORI: MI8196400

<u>Classification</u>	<u>Sep/2012</u>	<u>Sep/2013</u>	<u>%Change</u>
09001 MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	0	0	-
09002 NEGLIGENT HOMICIDE/MANSLAUGHTER (INVOLUNTARY)	0	0	-
09004 JUSTIFIABLE HOMICIDE	0	0	-
10001 KIDNAPPING/ABDUCTION	0	0	-
10002 PARENTAL KIDNAPPING	0	0	-
11001 SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	0	0	-
11002 SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	0	0	-
11003 SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	0	0	-
11004 SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	0	0	-
11005 SEXUAL PENETRATION OBJECT -CSC 1ST DEGREE	0	0	-
11006 SEXUAL PENETRATION OBJECT -CSC 3RD DEGREE	0	0	-
11007 SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	0	0	-
11008 SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	0	0	-
12000 ROBBERY	0	0	-
13001 NONAGGRAVATED ASSAULT	6	3	-50.0%
13002 AGGRAVATED/FELONIOUS ASSAULT	4	0	-100.0%
13003 INTIMIDATION/STALKING	3	1	-66.7%
20000 ARSON	0	0	-
21000 EXTORTION	0	0	-
22001 BURGLARY -FORCED ENTRY	2	1	-50.0%
22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	0	1	-
23001 LARCENY -POCKETPICKING	0	0	-
23002 LARCENY -PURSES/NATCHING	0	0	-
23003 LARCENY -THEFT FROM BUILDING	4	0	-100.0%
23004 LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	0	0	-
23005 LARCENY -THEFT FROM MOTOR VEHICLE	1	4	300.0%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	0	0	-
23007 LARCENY -OTHER	1	1	0%
24001 MOTOR VEHICLE THEFT	4	1	-75.0%
24002 MOTOR VEHICLE, AS STOLEN PROPERTY	0	0	-
24003 MOTOR VEHICLE FRAUD	0	0	-
25000 FORGERY/COUNTERFEITING	0	0	-
26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	2	0	-100.0%
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	3	2	-33.3%
26003 FRAUD -IMPERSONATION	2	0	-100.0%
26004 FRAUD -WELFARE FRAUD	1	0	-100.0%
26005 FRAUD -WIRE FRAUD	1	0	-100.0%
27000 EMBEZZLEMENT	0	0	-
28000 STOLEN PROPERTY	0	0	-
29000 DAMAGE TO PROPERTY	6	5	-16.7%
30001 RETAIL FRAUD -MISREPRESENTATION	0	0	-
30002 RETAIL FRAUD -THEFT	2	0	-100.0%

Agency: Northfield Twp PD
ORI: MI8196400

Oakland County CLEMIS
REPORT EXCLUDES UCR STATUS OF UNF

Report: CLEAR-008
Page 1 of 4

Report Time:
10/2/2013 8:27:19 AM

Report CLEAR-008 Summary of Offenses
All Offenses that were Attempted or Completed
For the Month of September

Agency: Northfield Twp PD
ORI: MI8196400

Classification	Sep/2012	Sep/2013	%Change
30003 RETAIL FRAUD -REFUND/EXCHANGE	0	0	-
35001 VIOLATION OF CONTROLLED SUBSTANCE ACT	0	1	-
35002 NARCOTIC EQUIPMENT VIOLATIONS	0	1	-
36001 SEXUAL PENETRATION NONFORCIBLE -BLOOD/AFFINITY	0	0	-
36002 SEXUAL PENETRATION NONFORCIBLE -OTHER	0	0	-
37000 OBSCENITY	0	0	-
39001 GAMBLING- BETTING/WAGERING	0	0	-
39002 GAMBLING- OPERATING/PROMOTING/ASSISTING	0	0	-
39003 GAMBLING -EQUIPMENT VIOLATIONS	0	0	-
39004 GAMBLING -SPORTS TAMPERING	0	0	-
40001 COMMERCIALIZED SEX -PROSTITUTION	0	0	-
40002 COMMERCIALIZED SEX -ASSISTING/PROMOTING PROSTITUTION	0	0	-
51000 BRIBERY	0	0	-
52001 WEAPONS OFFENSE- CONCEALED	0	0	-
52002 WEAPONS OFFENSE -EXPLOSIVES	0	0	-
52003 WEAPONS OFFENSE -OTHER	0	0	-
Total for Group A	42	21	-50.0%
01000 SOVEREIGNTY	0	0	-
02000 MILITARY	0	0	-
03000 IMMIGRATION	0	0	-
09003 NEGLIGENCE HOMICIDE -VEHICLE/BOAT	0	0	-
14000 ABORTION	0	0	-
22003 BURGLARY - UNLAWFUL ENTRY (NO INTENT)	1	0	-100.0%
22004 POSSESSION OF BURGLARY TOOLS	0	0	-
26006 FRAUD -BAD CHECKS	0	0	-
36003 PEEPING TOM	0	0	-
36004 SEX OFFENSE -OTHER	0	0	-
38001 FAMILY -ABUSE/NEGLECT NONVIOLENT	0	0	-
38002 FAMILY -NONSUPPORT	0	0	-
38003 FAMILY -OTHER	0	0	-
41001 LIQUOR LICENSE -ESTABLISHMENT	0	0	-
41002 LIQUOR VIOLATIONS -OTHER	0	0	-
42000 DRUNKENNESS	0	0	-
48000 OBSTRUCTING POLICE	1	0	-100.0%
49000 ESCAPE/FLIGHT	0	0	-
50000 OBSTRUCTING JUSTICE	2	1	-50.0%
53001 DISORDERLY CONDUCT	1	0	-100.0%
53002 PUBLIC PEACE -OTHER	0	0	-
54001 HIT and RUN MOTOR VEHICLE ACCIDENT	0	1	-
54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	0	1	-
55000 HEALTH AND SAFETY	0	2	-
56000 CIVIL RIGHTS	0	0	-

Agency: Northfield Twp PD
ORI: MI8196400

Oakland County CLEMIS
REPORT EXCLUDES UCR STATUS OF UNF

Report: CLEAR-008
Page 2 of 4

Report CLEAR-008 Summary of Offenses
All Offenses that were Attempted or Completed
For the Month of September

Classification	Sep/2012	Sep/2013	%Change
57001 TRESPASS	1	0	-100.0%
57002 INVASION OF PRIVACY -OTHER	0	0	-
58000 SMUGGLING	0	0	-
59000 ELECTION LAWS	0	0	-
60000 ANTITRUST	0	0	-
61000 TAX/REVENUE	0	0	-
62000 CONSERVATION	0	0	-
63000 VAGRANCY	0	0	-
70000 JUVENILE RUNAWAY	0	0	-
73000 MISCELLANEOUS CRIMINAL OFFENSE	0	0	-
75000 SOLICITATION	0	0	-
77000 CONSPIRACY (ALL CRIMES)	0	0	-
Total for Group B	6	5	-16.7%
2800 JUVENILE OFFENSES AND COMPLAINTS	3	2	-33.3%
2900 TRAFFIC OFFENSES	14	10	-28.6%
3000 WARRANTS	13	9	-30.8%
3100 TRAFFIC CRASHES	17	16	-5.9%
3200 SICK / INJURY COMPLAINT	9	12	33.3%
3300 MISCELLANEOUS COMPLAINTS	120	111	-7.5%
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	1	0	-100.0%
3500 NON-CRIMINAL COMPLAINTS	217	182	-16.1%
3600 SNOWMOBILE COMPLAINTS / ACCIDENTS	0	0	-
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	12	19	58.3%
3800 ANIMAL COMPLAINTS	4	5	25.0%
3900 ALARMS	1	1	0%
Total for Group C	411	367	-10.7%
2700 LOCAL ORDINANCES - GENERIC	0	0	-
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	45	23	-48.9%
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	5	5	0%
4200 PARKING CITATIONS	1	1	0%
4300 LICENSE / TITLE / REGISTRATION CITATIONS	2	0	-100.0%
4400 WATERCRAFT CITATIONS	0	0	-
4500 MISCELLANEOUS A THROUGH UUUU	1	5	400.0%
4600 LIQUOR CITATIONS / SUMMONS	0	0	-
4700 COMMERCIAL VEHICLE CITATIONS	0	0	-
4800 LOCAL ORDINANCE WARNINGS	0	0	-
4900 TRAFFIC WARNINGS	0	1	-
Total for Group D	54	35	-35.2%
5000 FIRE CLASSIFICATIONS	0	0	-
5100 18A STATE CODE FIRE CLASSIFICATIONS	0	0	-
Total for Group E	0	0	-
6000 MISCELLANEOUS ACTIVITIES (6000)	2	1	-50.0%

Report CLEAR-008 Summary of Offenses
All Offenses that were Attempted or Completed
For the Month of September

<u>Classification</u>	<u>Sep/2012</u>	<u>Sep/2013</u>	<u>%Change</u>
6100 MISCELLANEOUS ACTIVITIES (6100)	0	0	-
6200 ARREST ASSIST	0	0	-
6300 CANINE ACTIVITIES	0	0	-
6500 CRIME PREVENTION ACTIVITIES	2	0	-100.0%
6600 COURT / WARRANT ACTIVITIES	0	0	-
6700 INVESTIGATIVE ACTIVITIES	0	0	-
Total for Group F	4	1	-75.0%
Total for All Groups	517	429	-17.0%

MONTHLY REPORT
EVENTS OF SIGNIFICANCE

September 2013

MOTOR VEHICLE THEFT (UDAA)

On September 20, 2013, officers responded to crash on Seven Mile Rd. Upon arrival, they found the vehicle unoccupied and with an improper plate. Upon making contact with the owner of the vehicle, it was determined that the vehicle had been stolen sometime within the last two days. Officers recovered some stolen items that were located inside the vehicle, along with some items of evidentiary value. Two suspects were developed by interviews with property owners and the case will be sent to the Prosecutor's Office once lab results are received.

DISTURBANCE / WARRANT ARREST

On September 7, 2013, officers were doing routine patrol near the area of Six Mile Road and the US23 Exit Ramp when they heard a disturbance in progress near Six Mile Rd and Coyle Rd. Officers made the location and located seven subjects (in two vehicles) in a verbal dispute over an alleged drug deal gone bad; one subject claimed to have given another subject money in exchange for drugs. The other subject then fled the area without turning over the drugs. The other denied knowledge of the entire incident and denied even knowing the other subjects. There was indications of a physical altercation, however, no one wanted to pursue charges. One subject was found to be on probation and had active warrants and was subsequently arrested.

ANIMAL CRUELTY

On September 7, 2013, a resident came into NTPD to turn in a severely ill dog they had found on the street. The dog appeared to be very undernourished and ill. Officers contacted the Humane Society to seek medical treatment for the dog. The dog's owners were located and found to have neglected the dog's immediate health needs. Humane Society records later indicated that if the dog had not been bought in for treatment when he was, he would have died shortly thereafter. Charges are being sought through the Washtenaw County Humane Society.

POSSESSION OF MARIJUANA

On September 4, 2013, officers were dispatched to investigate a suspicious vehicle on Brookside Drive. The anonymous caller indicated that they believed there may be subjects using drugs inside the vehicle. Officers arrived on scene and made contact with the subjects. They immediately detected an odor of marijuana emanating from the vehicle and secured both subjects for their safety. One of the subjects admitted to having marijuana in the vehicle, which was located by the officers, and was subsequently arrested for possession of drugs.

MONTHLY TRAINING FOR SEPTEMBER 2013

FORMAL TRAINING

Ofc. J. Roberts – Forensic Experiential Trauma Interviewing

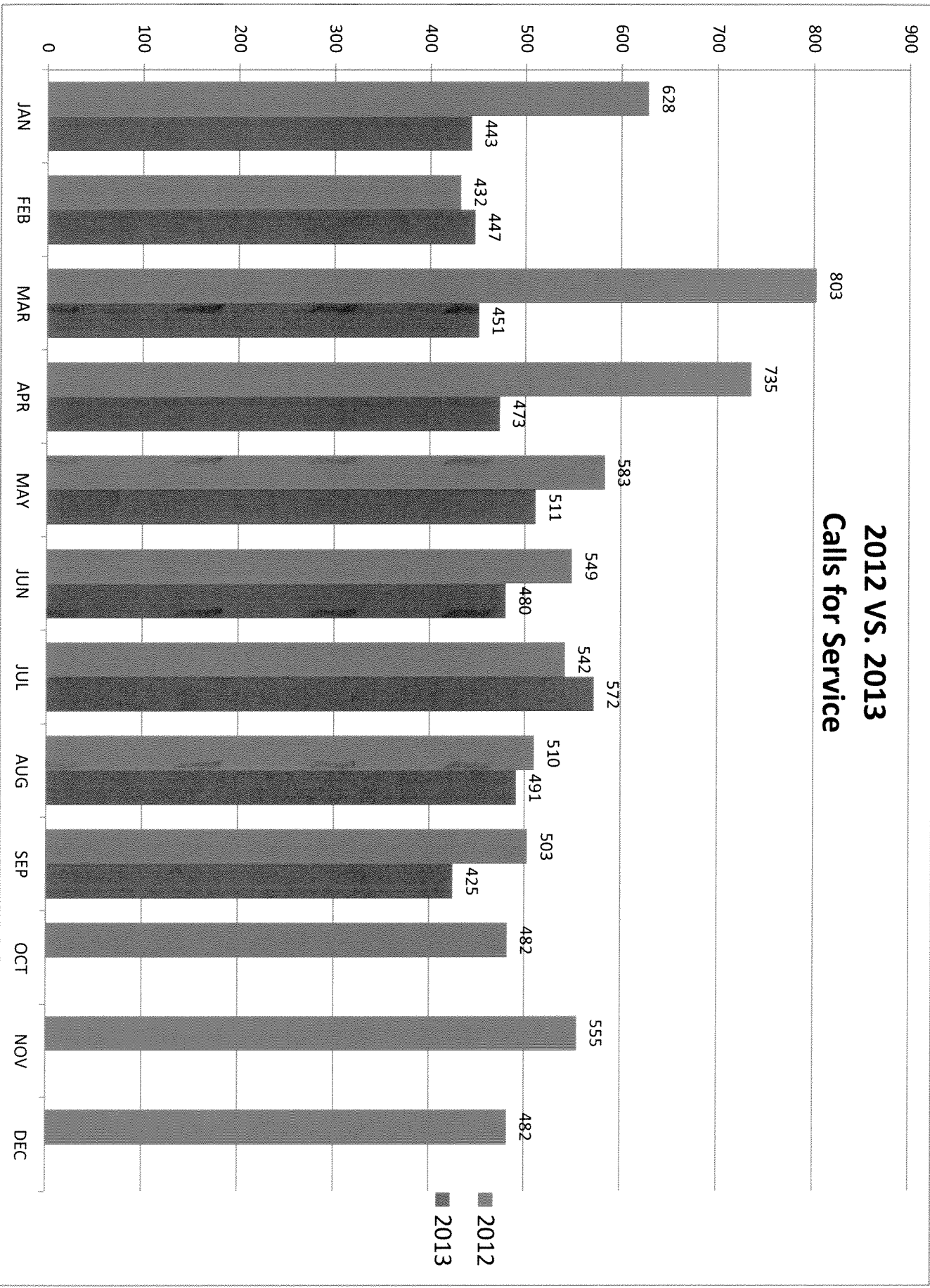
IN-SERVICE TRAINING

Firearms Standard for Active Duty Law Enforcement Officers

CPR for the Professional Rescuers

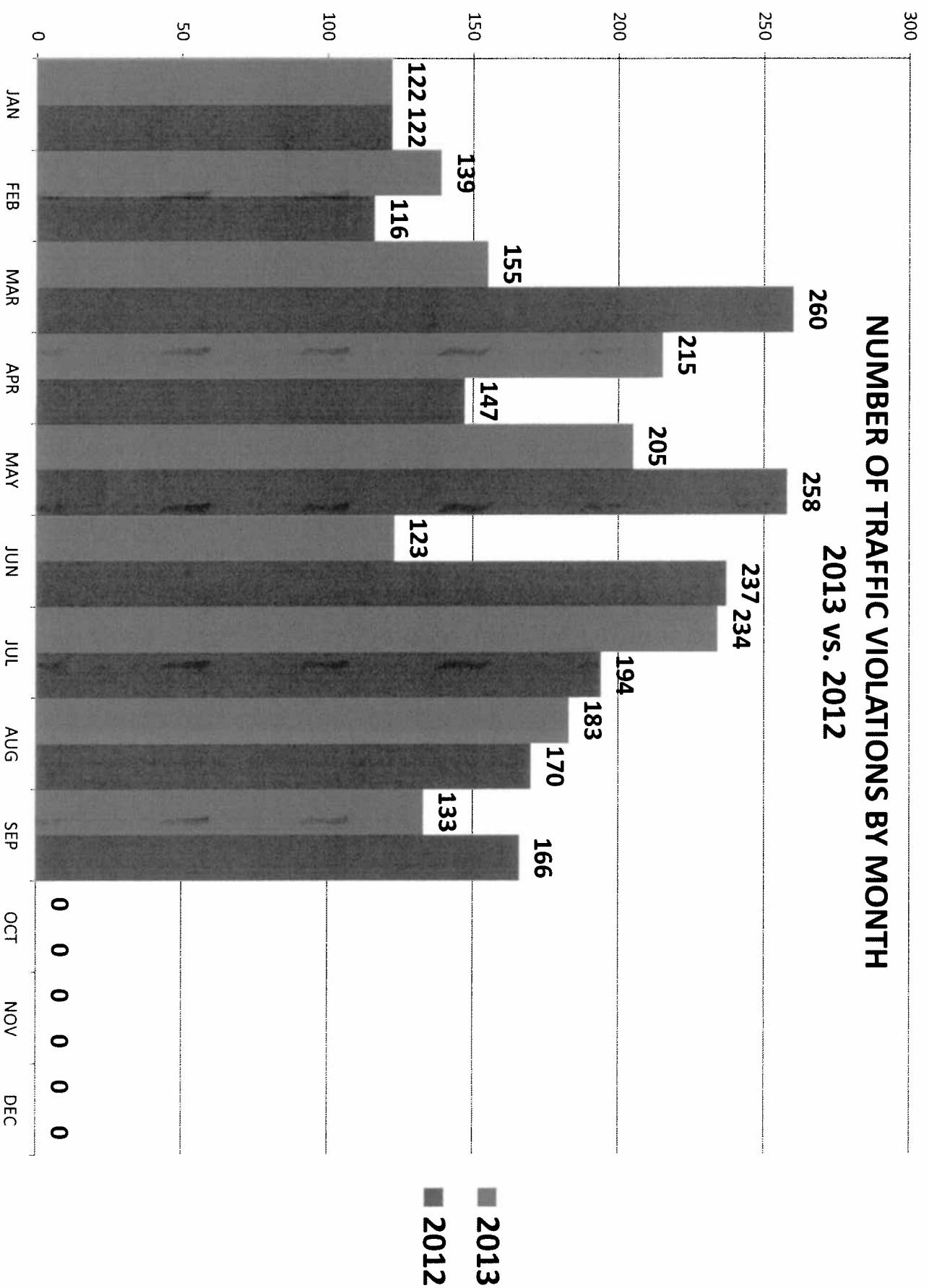
Technical Security Training

2012 VS. 2013 Calls for Service



NUMBER OF TRAFFIC VIOLATIONS BY MONTH

2013 vs. 2012



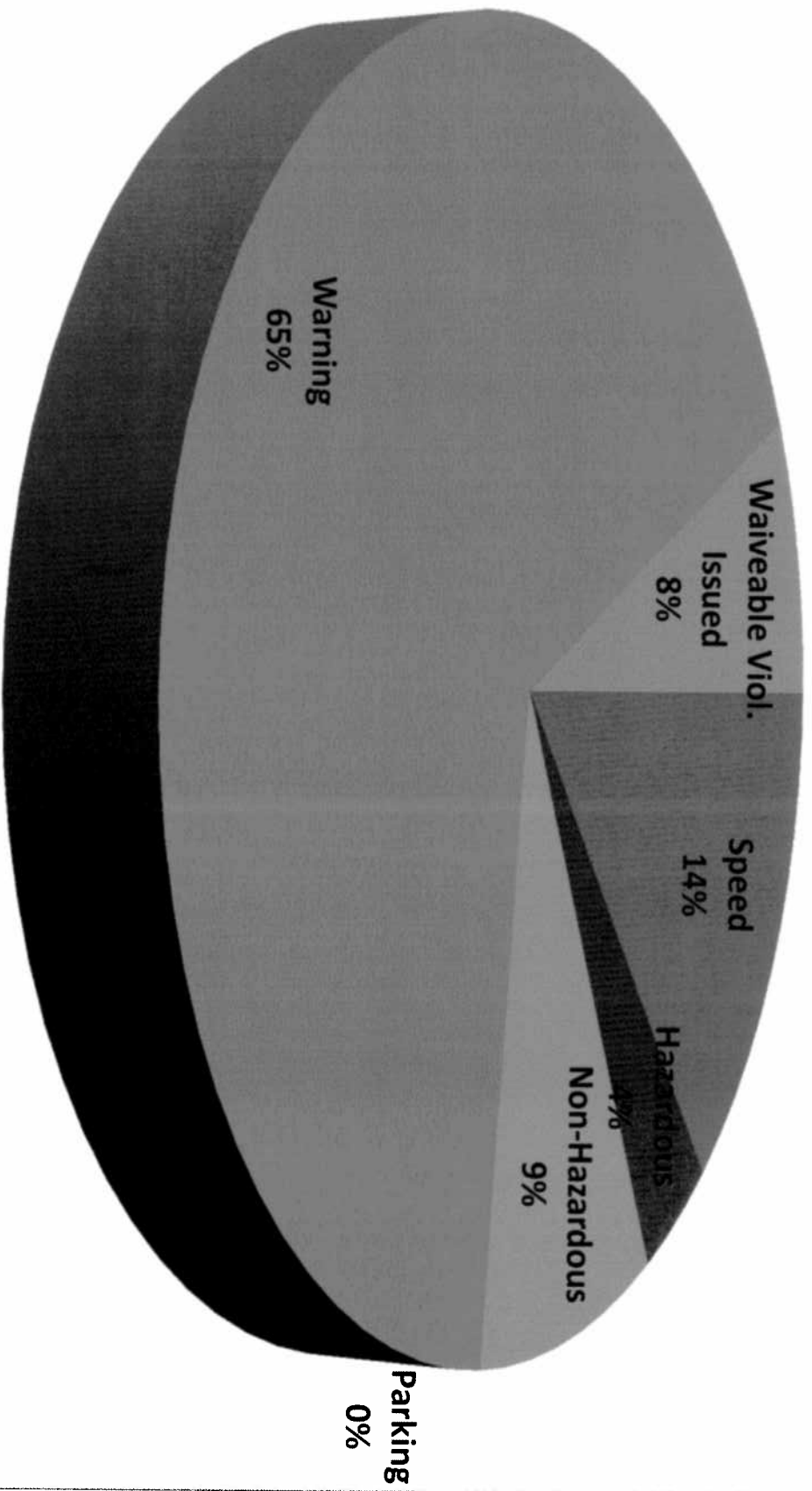
TRAFFIC VIOLATIONS SUMMARY

		JANUARY 1, 2013 THROUGH DECEMBER 31, 2013											
2013	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Speed	25	25	27	62	74	30	47	51	19				360
Hazardous	10	8	8	12	7	9	21	16	5				96
Non-Hazardous	8	14	15	22	26	16	40	16	12				169
Parking	0	1	0	1	1	0	0	0	0				3
Warning	69	70	86	103	79	54	106	81	87				735
Waivable Viol. Issued	10	21	19	15	18	14	20	19	10				146
TOTAL	122	139	155	215	205	123	234	183	133	0	0	0	1509
		JANUARY 1, 2012 THROUGH DECEMBER 31, 2012											
2012	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Speed	18	23	65	53	49	63	55	35	40				401
Hazardous	18	6	9	14	26	18	18	15	6				130
Non-Hazardous	14	12	22	24	43	22	24	18	7				186
Parking	0	0	0	3	0	0	0	1	1				5
Warning	59	60	121	23	110	109	72	91	89				734
Waivable	13	15	43	30	30	25	25	10	23				214
TOTAL	122	116	260	147	258	237	194	170	166	0	0	0	1670

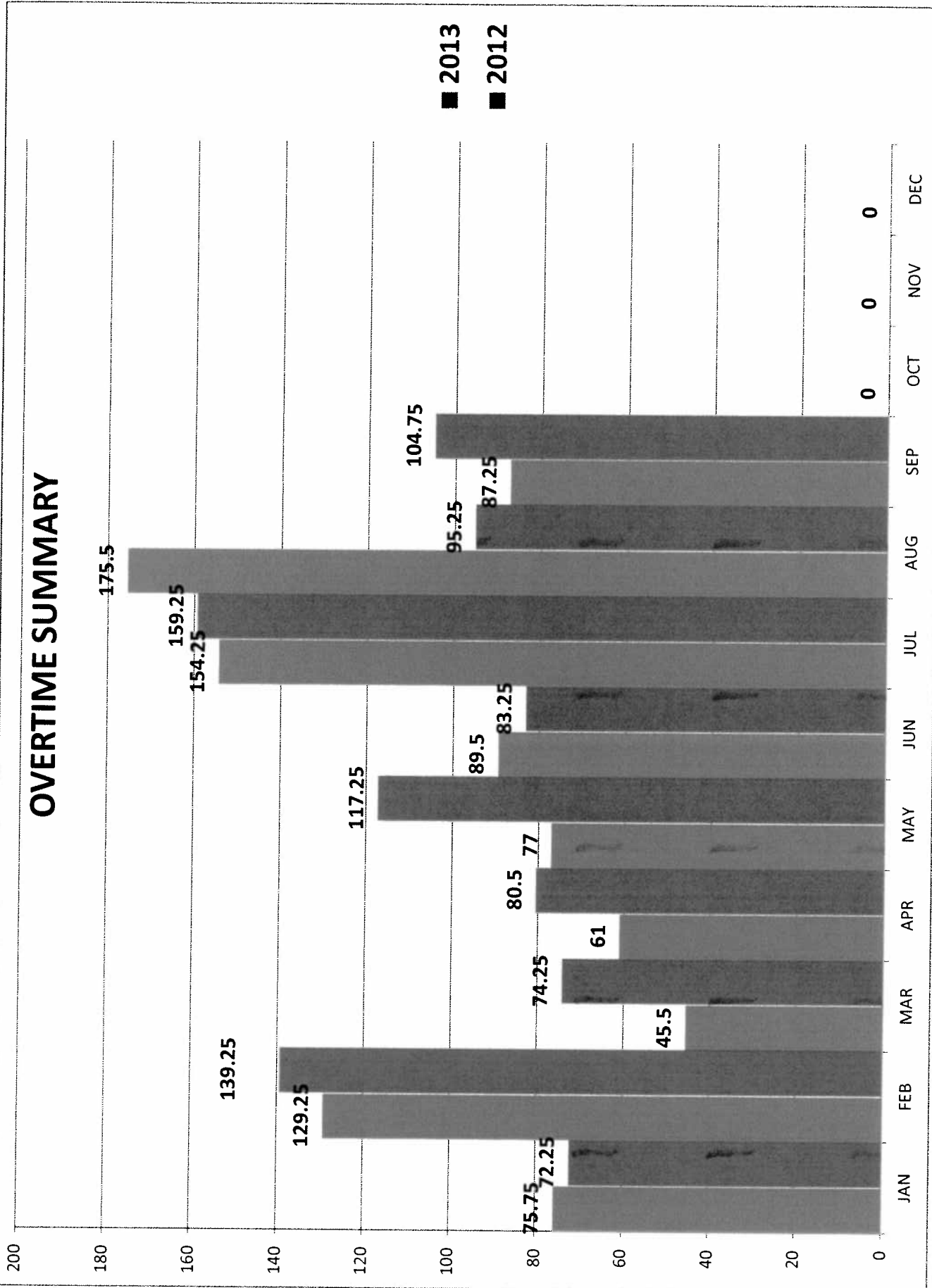
Note: Waivable citations are: Defective Equipment; No Operator's License on Person and No Registration

TRAFFIC VIOLATIONS ISSUED BY TYPE

September 2013



OVERTIME SUMMARY



OVERTIME SUMMARY

OVERTIME BY TYPE													
2013	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Court	12	18	9	18	30	17.5	9	6	44.25				163.75
Complaint Investigation	1.75	5.5	8.5	1	7	2.5	4.75	5.5	0.5				37
Report Writing	0	0.75	1	0	0	3	0	1.5	0				6.25
Training	8	1	0	0	0	0	19.5	9	13.5				51
Short Shift	6	48	0	29	36	22	29	124.5	26				320.5
Administrative	0	0	1	0	0	0	4	0	3				8
Special Detail	0	12	0	13	4	44.5	45	29	0				147.5
Holiday	48	44	26	0	0	0	43	0	0				161
TOTAL	75.75	129.25	45.5	61	77	89.5	154.25	175.5	87.25	0	0	0	895

2012 VS. 2013													
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
2013 - TOTAL	75.75	129.25	45.5	61	77	89.5	154.25	175.5	87.25	0	0	0	895
2012 - TOTAL	72.25	139.25	74.25	80.5	117.25	83.25	159.25	95.25	104.75				926

EMPLOYEE TIME OFF

2013	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Sick	86	40	56	8	68	0	32	0	24				314
Kelly	0	0	0	0	0	0	0	0	0				0
Comp	8.25	0	6.25	29.5	13.5	15.5	17	21.5	9.5				121
Vacation	0	44	0	84	36	112	99	232	88				695
Holiday	54	17	12.5	0	25	0	17	0	9				134.5
PTO	73	83.25	51	99.5	73	116.5	11	54.5	69.5				631.25
Other	0	0	0	0	0	0	0	0	0				0
TOTAL	221.25	184.25	125.75	221	215.5	244	176	308	200	0	0	0	1895.75

RESERVE UNIT HOURS

		RESERVE HOURS BY TYPE											
2013	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Training	0	0	0	0	0	0	10	0	4				14
Patrol	22.5	8	25.5	62.75	32.5	36.75	24	45.5	13.75				271.25
Crime Prevention	0	0	0	0	0	0	0	0	0				0
Special Events	0	24.5	0	0	0	38	12	10.5	17.25				102.25
Administrative	6	0	0	0	0	0	0	0	0				6
TOTAL	28.5	32.5	25.5	62.75	32.5	74.75	46	56	35	0	0	0	393.5

**JAMES E. COX
NORTHFIELD TOWNSHIP
WATER POLLUTION CONTROL FACILITY
11500 LEMEN ROAD WHITMORE LAKE MICHIGAN
PHONE 734-449-4159 FAX 734-449-4302**

To: Northfield Township Board of Trustees

From: Tim Hardesty - Wastewater Treatment Plant Superintendent

Date: October 2, 2013

Subject: September Monthly Report

- 9/3/13: Continuing with cleaning, televising, and root cutting of Horseshoe Lake area.
- 9/6/13: Pulled pump #2 at Shadow woods subdivision pump station.
- 9/7/13: Call back to Raymond pump station for motor starters tripped out.
- 9/8/13: Call back to Raymond pump station for rags in pump.
- 9/10/13: Drive culvert project started today.
- 9/12/13: Pulled pump #2 at Horseshoe Lake #3 pump station because of rags in pump.
- 9/12/13: Call back for power failure at Horseshoe Lake #1, and ran generator at Shadowwoods pump station.
- 9/15/13: Pulled pump #2 at Eagle Gardens pump station.
- 9/17/13: Put second coat of "thoro-seal" cement waterproofing on thickener tank. Made forms and repaired cement columns on thickener and final tank #1.
- 9/19/13: Purchased and installed washer and dryer for plant personnel. Did not re-new contract with laundry service.
- 9/20/13: Pulled pump #2 at Eagle Gardens pump station because of rags.
- 9/24/13: Repaired cement column on final clarifier #2.
- 9/30/13: Culvert project almost completed. Base coat of asphalt paving done today.

September 2012 Daily Average Flow	.546MGD
September 2013 Daily Average Flow	.619MGD
Maximum September Daily Flow 2012	.627MGD
Maximum September Daily Flow 2013	.692MGD
Minimum September Daily Flow 2012	.506MGD
Minimum September Daily Flow 2013	.570MGD
6 – Month Average Flow	.739MGD
12 – Month Average Flow	.667MGD
Total Gallons Treated September 2012	16,365,000MG
Total Gallons Treated September 2013	18,575,000MG
Rainfall (inches) August 2012	1.82”
Rainfall (inches) August 2013	0.93”
Connections / Tap-ins’ to system	0
Miss Dig Stakings	7



29395 Wall Street Wixom, MI 48393
 2385 Wilshire Drive Jenison, MI 49428
 800-419-5199 FAX (248) 374-6402
 www.PMTech.org

Maintenance

DATE
8/12/2013

Quote #
0000065968

Site Address:

Northfield Township
 11500 Lemen Road
 Whitmore Lake MI 48189

Northfield Township
 11500 Lemen Road
 Whitmore Lake MI 48189

PO Number	Terms	Make	Model	Serial #	KW	
	NET 30 DAYS					
DESCRIPTION				QTY	PRICE EACH	AMOUNT
Prices & Contract good from 8-1-13 to 12-31-15						
Primary Preventive Maintenance (Change engine oil, change filters, includes fuel filters (where applicable), battery voltage testing, check operational performance, belts, hoses, safeties, etc) done once a year (break down on units is below)				1.00	3,555.00	3,555.00
Onan 250 kw \$545.00 Onan 200 kw \$495.00 Onan 125 kw \$395.00 (2) Onan 100 kw \$375.00 Onan 85 kw \$325.00 Onan 35 kw \$275.00 Onan 20 kw \$250.00 (3)						
NOTE: Service Calls Flat Fee \$185.00, \$99.00 per hour plus travel time						
Emergency / After Hours / Holiday / Weekends: Flat Fee \$275.00, \$140.00 per hour plus travel time						
Please sign and return by mail, e-mail: dminard@pmttech.org , or fax 248-374-6402.				1.00		
Sales Person: Dawn Minard				Subtotal		\$3,555.00
<i>NOTE: Sales tax will be added to parts used unless you are sales tax exempt.</i>						
Approved: send back via mail, fax 248-374-6402 or e-mail				Total		\$3,555.00
To Accept Maintenance Agreement ~ Sign below				Date		



Preventive Maintenance Programs

LIQUID COOLED UNITS

Our Primary and Secondary Preventive Maintenance Program includes:

Engine

Lubrication System:

- Annual oil and filter change -Primary only
- Inspection for evidence of dilution/contamination
- Inspection for leaks
- Operating temperature
- Oil pressure check (if possible)
- Annual oil sample analysis - Secondary Only

Fuel System:

- Fuel supply check (quantity, quality)
- Fuel supply manifold inspection
- Annual filter changes, if applicable
- Transfer pump and day tank operational check, as required
- Engine fuel line, pump and filter inspection
- Governor actuator inspection and lubrication
- Fuel pressure check (if possible)
- Condensate draining (if possible)
- Fuel Polishing available at an additional cost

Air System:

- Louver, ductwork and air filter inspection/cleaning if necessary
- Turbo outlet hose and pipe inspection
- Air-box damper operating mechanism inspection and lubrication
- Crankcase breather and air-box drain service, as required

Cooling System:

- Coolant level and temperature check
- Freeze protection check
- Fan shroud, guard and bracket inspection
- Radiator core and fan drive belt inspection
- Idler and fan drive bearing inspection and lubrication
- Coolant hose and pipe inspection

Exhaust System:

- Exhaust pipe and flex inspection
- Muffler support inspection
- Turbocharger clamp and bracket inspection
- Muffler drain (if possible)

Engine

Electrical System:

- Starter cable, wire and connector inspection
- Starting battery float voltage and electrolyte level check
- Charger check for proper operation and output
- Starting battery voltage load test
- Electrical control and sensor wire termination inspection
- Block heater, control thermostats and oil pressure disconnect switch operational check
- Ignition system inspection

Generator

Mechanical:

- Mounting bolt inspection and sounding
- Fan guard and air inlet screen inspection
- Bearing inspection and lubrication (if possible)
- Mechanical connection inspection

Electrical:

- No load and full load volt check (during load test)
- Exciter assembly and stator inspection
- Cable and wire generator termination inspection
- Rotating rectifier and surge suppressor inspection
- End bell enclosure inspection for cleanliness and device interference with rotating assembly

Controls:

- Auto start and remote control operation check
- AC and engine instrument operation and accuracy check
- Generator-set-associated indicator light and alarm operational check
- Relay and contactor inspection
- Linkage and load cable check
- Control panel wire inspection

Switchgear:

- Transfer switch inspection for cleanliness and integrity
- Inspection for signs of overheating and wear

A written report detailing any recommendations will be left on site upon completion of the service.

REVENUE & EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Month Ended 9/30/13

ACCOUNT DESCRIPTION	2012-13 YEAR END ACTIVITY	2013-14 AMENDED BUDGET	YEAR-TO-DATE THRU 09/30/13	ACTIVITY FOR MONTH ENDED 09/30/2013	AMOUNT OF BUDGET NOT USED	% OF BUDGET USED
Fund 101 - GENERAL FUND						
Revenues						
Dept 000						
426	PRIOR YEAR TAX INTEREST	6,995.72	0.00	0.00	0.00	0.00
453	CABLEVISION FRANCHISE FEES	88,812.21	83,500.00	0.00	83,500.00	0.00
455	FIBER FOOTAGE FEES	9,338.77	9,000.00	0.00	9,000.00	0.00
574	STATE SHARED REVENUE	604,327.00	610,000.00	0.00	610,000.00	0.00
590	GRANT INCOME	68,591.25	204,000.00	0.00	204,000.00	0.00
626	COPY & FOIA INCOME	284.23	250.00	45.27	204.73	18.11
665	INTEREST INCOME	10,295.89	5,200.00	(1,816.59)	7,016.59	(34.93)
667	RENTAL INCOME	3,600.00	0.00	0.00	0.00	0.00
671	REIMBURSEMENT/OTHER INCOME	13,560.52	650.00	134.69	515.31	20.72
675	CONTRIBUTION-PRIVATE SOURCES	2,000.00	0.00	9.00	(9.00)	100.00
677	CONTRIBUTION - DOG PARK	500.00	0.00	450.00	(450.00)	100.00
688	RENTAL INCOME - BARKER RD	9,966.00	9,960.00	2,490.00	7,470.00	25.00
Total - Dept 000						
		818,271.59	922,560.00	1,312.37	2,135.86	921,247.63
						0.14
Dept 191: ELECTIONS						
671	REIMBURSEMENT/OTHER INCOME	0.00	3,500.00	1,522.14	1,977.86	43.49
Total - Dept 191						
		0.00	3,500.00	1,522.14	1,977.86	43.49
Dept 253: TREASURER						
402	CURRENT PROPERTY TAX	246,782.87	252,084.00	0.00	252,084.00	0.00
404	MOBILE HOME LICENSE FEES	2,457.00	2,910.00	0.00	2,910.00	0.00
445	PENALTY & INTEREST ON TAXES	592.74	500.00	72.14	427.86	14.43
627	SUMMER TAX PREPARATION	13,465.00	13,500.00	9,440.00	4,060.00	69.93
680	TAX ADMINISTRATION FEES	132,104.53	134,000.00	32,420.46	101,579.54	24.19
Total - Dept 253						
		395,402.14	402,994.00	41,932.60	33,709.73	361,061.40
						10.41
Dept 336: CONTRIBUTIONS						
625	SEWER ADMINISTRATION	39,000.00	39,000.00	0.00	39,000.00	0.00
Total - Dept 336						
		39,000.00	39,000.00	0.00	39,000.00	0.00
Dept 412: PLANNING/ZONING DEPT						
477	ZONING COMPLIANCE PERMITS	5,000.00	3,000.00	2,000.00	1,000.00	66.67
607	ZONING ADMINISTRATIVE FEES	900.00	0.00	0.00	0.00	0.00
608	VARIANCES/APPEALS	2,350.00	2,000.00	325.00	1,675.00	16.25
610	SITE PLAN REVIEW	6,010.00	0.00	0.00	0.00	0.00
629	ZONING COPIES	65.00	50.00	15.00	35.00	30.00
637	SPLIT APPLICATIONS	650.00	500.00	450.00	50.00	90.00
Total - Dept 412						
		14,975.00	5,550.00	2,790.00	850.00	2,760.00
						50.27
Dept 666: SENIOR CITIZEN CENTER						
643	SCC TRIPS/PROGRAMS	35,655.00	35,000.00	10,251.00	24,749.00	29.29
649	SCC MEMBERSHIP	3,274.00	2,750.00	1,054.00	1,696.00	38.33
676	CONTRIBUTIONS - SCC	871.31	500.00	100.00	400.00	20.00
Total - Dept 666						
		39,800.31	38,250.00	11,405.00	4,471.00	26,845.00
						29.82
Total Revenues						
		1,307,449.04	1,411,854.00	58,962.11	42,688.73	1,352,891.89
						4.18

REVENUE & EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Month Ended 9/30/13

ACCOUNT DESCRIPTION	2012-13 YEAR END ACTIVITY	2013-14 AMENDED BUDGET	YEAR-TO-DATE THRU 09/30/13	ACTIVITY FOR MONTH ENDED 09/30/2013	AMOUNT OF BUDGET NOT USED	% OF BUDGET USED
Expenditures						
Dept 101: TOWNSHIP BOARD						
701 SALARIES	9,458.24	10,000.00	0.00	0.00	10,000.00	0.00
715 SOCIAL SECURITY	723.58	765.00	0.00	0.00	765.00	0.00
717 LIFE/DISB. INSURANCE	86.25	0.00	0.00	0.00	0.00	0.00
718 PENSION	112.50	0.00	0.00	0.00	0.00	0.00
807 MEMBERSHIP DUES	9,961.15	10,000.00	8,030.51	175.00	1,969.49	80.31
900 PRINTING & PUBLICATIONS	5,244.49	6,300.00	997.71	0.00	5,302.29	15.84
956 MISCELLANEOUS	2,863.50	0.00	0.00	0.00	0.00	0.00
957 TRAINING & DEVELOPMENT	0.00	2,000.00	0.00	0.00	2,000.00	0.00
Total - Dept 101	28,449.71	29,065.00	9,028.22	175.00	20,036.78	31.06
Dept 171: SUPERVISOR						
701 SALARIES	25,105.08	12,500.00	3,365.32	961.52	9,134.68	26.92
715 SOCIAL SECURITY	1,220.46	957.00	(71.15)	(21.15)	1,028.15	(7.43)
716 HOSPITALIZATION	2,131.22	0.00	0.00	0.00	0.00	0.00
717 LIFE/DISB. INSURANCE	263.95	0.00	0.00	0.00	0.00	0.00
718 PENSION	1,789.23	0.00	0.00	0.00	0.00	0.00
807 MEMBERSHIP DUES	0.00	120.00	0.00	0.00	120.00	0.00
956 MISCELLANEOUS	0.00	100.00	0.00	0.00	100.00	0.00
957 TRAINING & DEVELOPMENT	0.00	200.00	0.00	0.00	200.00	0.00
Total - Dept 171	30,509.94	13,877.00	3,294.17	940.37	10,582.83	23.74
Dept 172: TOWNSHIP MANAGER						
701 SALARIES	8,292.31	77,000.00	20,730.78	5,923.08	56,269.22	26.92
704 CLERICAL/DEP /SUPER/ELECTION	0.00	38,000.00	0.00	0.00	38,000.00	0.00
715 SOCIAL SECURITY	4,385.67	12,871.00	2,617.25	782.13	10,253.75	20.33
716 HOSPITALIZATION	2,237.46	13,144.00	3,356.19	0.00	9,787.81	25.53
717 LIFE/DISB. INSURANCE	0.00	915.00	185.94	0.00	729.06	20.32
718 PENSION	829.20	7,700.00	2,072.96	592.28	5,627.04	26.92
722 CONTROLLER	52,000.00	53,248.00	13,481.60	4,300.80	39,766.40	25.32
818 CONTRACTUAL SERVICES	0.00	13,500.00	4,773.75	288.75	8,726.25	35.36
850 COMMUNICATION	0.00	840.00	253.38	0.00	586.62	30.16
860 FUEL & MILEAGE	0.00	2,000.00	0.00	0.00	2,000.00	0.00
927 ALLOCATE TO DEPARTMENTS	(30,160.04)	(30,883.00)	0.00	0.00	(30,883.00)	0.00
957 TRAINING & DEVELOPMENT	0.00	2,000.00	0.00	0.00	2,000.00	0.00
Total - Dept 172	37,584.60	190,335.00	47,471.85	11,887.04	142,863.15	24.94
Dept 191: ELECTIONS						
704 CLERICAL/DEP /SUPER/ELECTION	6,325.77	2,000.00	819.53	0.00	1,180.47	40.98
727 SUPPLIES	2,634.16	1,000.00	119.12	0.00	880.88	11.91
851 POSTAGE	1,000.00	400.00	0.00	0.00	400.00	0.00
900 PRINTING & PUBLICATIONS	1,924.16	400.00	0.00	0.00	400.00	0.00
Total - Dept 191	11,884.09	3,800.00	938.65	0.00	2,861.35	24.70
Dept 215: CLERK						
701 SALARIES	31,911.27	12,500.00	7,734.89	2,237.67	4,765.11	61.88
703 DEPUTY SALARIES	17,577.00	25,130.00	5,947.49	1,840.81	19,182.51	23.67
715 SOCIAL SECURITY	3,785.99	2,880.00	1,046.70	312.01	1,833.30	36.34
717 LIFE/DISB. INSURANCE	260.70	0.00	0.00	0.00	0.00	0.00
718 PENSION	1,763.80	0.00	0.00	0.00	0.00	0.00
723 RECORD SEC	4,895.00	5,000.00	0.00	0.00	5,000.00	0.00
807 MEMBERSHIP DUES	180.00	100.00	0.00	0.00	100.00	0.00
860 FUEL & MILEAGE	0.00	200.00	11.75	0.00	188.25	5.88
922 LATE FEES AND PENALTIES	302.18	0.00	0.00	0.00	0.00	0.00
957 TRAINING & DEVELOPMENT	0.00	1,000.00	0.00	0.00	1,000.00	0.00
Total - Dept 215	60,675.94	46,810.00	14,740.83	4,390.49	32,069.17	31.49
Dept 247: BOARD OF REVIEW						
706 BOARD OF REVIEW FEE	1,458.00	2,000.00	0.00	0.00	2,000.00	0.00
715 SOCIAL SECURITY	111.50	153.00	0.00	0.00	153.00	0.00
900 PRINTING & PUBLICATIONS	0.00	800.00	0.00	0.00	800.00	0.00
959 TRIBUNALS AND DRAINS	9,129.24	20,000.00	0.00	0.00	20,000.00	0.00
Total - Dept 247	10,698.74	22,953.00	0.00	0.00	22,953.00	0.00

REVENUE & EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Month Ended 9/30/13

ACCOUNT DESCRIPTION	2012-13 YEAR END ACTIVITY	2013-14 AMENDED BUDGET	YEAR-TO-DATE THRU 09/30/13	ACTIVITY FOR MONTH ENDED 09/30/2013	AMOUNT OF BUDGET NOT USED	% OF BUDGET USED
Dept 253: TREASURER						
701 SALARIES	23,865.29	12,500.00	3,365.32	961.52	9,134.68	26.92
703 DEPUTY SALARIES	39,449.27	41,000.00	11,650.46	3,523.40	29,349.54	28.42
704 CLERICAL/DEP /SUPER/ELECTION	15,331.22	15,890.00	4,686.03	1,571.75	11,203.97	29.49
715 SOCIAL SECURITY	6,016.41	5,308.00	1,507.18	463.33	3,800.82	28.39
716 HOSPITALIZATION	5,806.28	6,442.00	1,398.42	0.00	5,043.58	21.71
717 LIFE/DISB. INSURANCE	310.78	560.00	137.85	0.00	422.15	24.62
718 PENSION	5,445.28	4,100.00	1,091.48	315.36	3,008.52	26.62
803 LEGAL	6,000.00	6,000.00	1,000.00	0.00	5,000.00	16.67
804 TAX STATEMENT PREPARATION	1,379.57	1,500.00	604.56	0.00	895.44	40.30
807 MEMBERSHIP DUES	100.00	120.00	0.00	0.00	120.00	0.00
851 POSTAGE	2,474.72	3,200.00	1,627.42	0.00	1,572.58	50.86
927 ALLOCATE TO DEPARTMENTS	(12,708.00)	(13,810.00)	0.00	0.00	(13,810.00)	0.00
956 MISCELLANEOUS	858.23	3,500.00	165.00	0.00	3,335.00	4.71
957 TRAINING & DEVELOPMENT	0.00	2,000.00	0.00	0.00	2,000.00	0.00
Total - Dept 253	94,329.05	88,310.00	27,233.72	6,835.36	61,076.28	30.84
Dept 257: ASSESSING						
709 ASST ASSESSOR	3,903.75	26,624.00	0.00	0.00	26,624.00	0.00
713 ASSESSOR	59,999.94	62,464.00	16,486.11	4,726.14	45,977.89	26.39
715 SOCIAL SECURITY	5,003.41	6,816.00	1,261.16	361.54	5,554.84	18.50
716 HOSPITALIZATION	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
717 LIFE/DISB. INSURANCE	887.04	920.00	226.26	0.00	693.74	24.59
718 PENSION	5,999.76	6,246.00	1,648.56	472.60	4,597.44	26.39
720 BANKED PTO	230.77	0.00	0.00	0.00	0.00	0.00
727 SUPPLIES	75.00	1,000.00	0.00	0.00	1,000.00	0.00
807 MEMBERSHIP DUES	390.00	450.00	115.00	0.00	335.00	25.56
851 POSTAGE	2,099.01	3,000.00	0.00	0.00	3,000.00	0.00
860 FUEL & MILEAGE	338.54	2,000.00	0.00	0.00	2,000.00	0.00
957 TRAINING & DEVELOPMENT	0.00	1,000.00	0.00	0.00	1,000.00	0.00
Total - Dept 257	80,427.22	112,020.00	19,737.09	5,560.28	92,282.91	17.62
Dept 265: HALL AND GROUNDS						
710 JANITORIAL SALARIES	5,080.00	6,000.00	1,360.00	440.00	4,640.00	22.67
715 SOCIAL SECURITY	388.62	459.00	104.04	33.66	354.96	22.67
727 SUPPLIES	7,716.37	8,500.00	1,294.08	284.94	7,205.92	15.22
731 WORKERS COMP INSURANCE	1,721.00	1,155.00	0.00	0.00	1,155.00	0.00
816 GROUNDS/CLEANG/JANITORL SERVIC	4,985.00	4,000.00	460.00	220.00	3,540.00	11.50
821 PSB MAINT & OPS ALLOCATION	42,945.00	49,534.00	0.00	0.00	49,534.00	0.00
850 COMMUNICATION	5,213.48	4,380.00	1,190.96	394.09	3,189.04	27.19
851 POSTAGE	4,396.77	5,500.00	0.00	0.00	5,500.00	0.00
860 FUEL & MILEAGE	1,922.27	0.00	0.00	0.00	0.00	0.00
910 INSURANCE & BONDS	29,996.00	30,700.00	0.00	0.00	30,700.00	0.00
920 UTILITIES	3,549.18	1,500.00	623.51	406.44	876.49	41.57
930 REPAIRS & MAINTENANCE	29,454.94	15,000.00	5,415.97	0.00	9,584.03	36.11
938 CHARGEBACKS - PRIOR TAX YEARS	(426.77)	2,000.00	10,442.79	10,442.79	(8,442.79)	522.14
940 RENTAL EQUIPMENT	3,909.80	4,300.00	694.22	220.74	3,605.78	16.14
956 MISCELLANEOUS	0.00	250.00	25.00	25.00	225.00	10.00
957 TRAINING & DEVELOPMENT	3,481.34	0.00	0.00	0.00	0.00	0.00
Total - Dept 265	144,333.00	133,278.00	21,610.57	12,467.66	111,667.43	16.21
Dept 270: LEGAL/PROFESSIONAL						
800 OTHER PROFESSIONAL FEES	8,187.50	500.00	0.00	0.00	500.00	0.00
802 AUDIT FEES	4,500.00	4,500.00	0.00	0.00	4,500.00	0.00
803 LEGAL	104,996.06	96,000.00	13,885.00	0.00	82,115.00	14.46
806 ENGINEER	3,159.00	5,000.00	0.00	0.00	5,000.00	0.00
927 ALLOCATE TO DEPARTMENTS	(45,600.00)	(45,600.00)	(7,600.00)	0.00	(38,000.00)	16.67
Total - Dept 270	75,242.56	60,400.00	6,285.00	0.00	54,115.00	10.41
Dept 336: CONTRIBUTIONS						
933 CONTRIBUTION - INDEPENDENCE DA'	2,350.00	2,000.00	0.00	0.00	2,000.00	0.00
964 CONTRIBUTION-FIRE & MED RES	29,310.00	25,000.00	0.00	0.00	25,000.00	0.00
965 CONTR-HUMAN SVC CONTRACT	3,600.00	0.00	0.00	0.00	0.00	0.00
Total - Dept 336	35,260.00	27,000.00	0.00	0.00	27,000.00	0.00

REVENUE & EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Month Ended 9/30/13

ACCOUNT DESCRIPTION	2012-13 YEAR END ACTIVITY	2013-14 AMENDED BUDGET	YEAR-TO-DATE THRU 09/30/13	ACTIVITY FOR MONTH ENDED 09/30/2013	AMOUNT OF BUDGET NOT USED	% OF BUDGET USED
Dept 412: PLANNING/ZONING DEPT						
707 ZBA SALARIES	2,000.00	3,000.00	900.00	0.00	2,100.00	30.00
715 SOCIAL SECURITY	711.45	1,071.00	206.55	0.00	864.45	19.29
723 RECORD SEC	4,240.00	4,500.00	0.00	0.00	4,500.00	0.00
726 PLANN COMM	7,300.00	11,000.00	1,800.00	0.00	9,200.00	16.36
727 SUPPLIES	0.00	200.00	0.00	0.00	200.00	0.00
800 OTHER PROFESSIONAL FEES	0.00	5,000.00	0.00	0.00	5,000.00	0.00
801 PLANNER FEES	32,773.65	30,000.00	1,600.00	0.00	28,400.00	5.33
803 LEGAL	1,655.00	10,000.00	0.00	0.00	10,000.00	0.00
809 CODE ENFORCEMENT	8,491.66	15,000.00	812.50	812.50	14,187.50	5.42
851 POSTAGE	0.00	500.00	0.00	0.00	500.00	0.00
900 PRINTING & PUBLICATIONS	1,361.04	1,500.00	0.00	0.00	1,500.00	0.00
927 ALLOCATE TO DEPARTMENTS	6,354.00	6,905.00	0.00	0.00	6,905.00	0.00
957 TRAINING & DEVELOPMENT	0.00	0.00	350.00	350.00	(350.00)	100.00
Total - Dept 412	64,886.80	88,676.00	5,669.05	1,162.50	83,006.95	6.39
Dept 448: STREET LIGHTS						
920 UTILITIES	36,626.00	36,000.00	6,031.66	3,016.13	29,968.34	16.75
Total - Dept 448	36,626.00	36,000.00	6,031.66	3,016.13	29,968.34	16.75
Dept 449: ROAD WORK						
813 ROADWORK	46,474.00	34,650.00	19,769.73	12,789.00	14,880.27	57.06
814 ROAD IMPROVEMENTS	32,096.74	55,500.00	44,552.00	22,352.00	10,948.00	80.27
929 GRANT EXPENSE	68,591.25	204,000.00	470.00	470.00	203,530.00	0.23
Total - Dept 449	147,161.99	294,150.00	64,791.73	35,611.00	229,358.27	22.03
Dept 666: SENIOR CITIZEN CENTER						
701 SALARIES	37,288.34	35,500.00	9,557.66	2,730.76	25,942.34	26.92
702 SALARIES	6,359.25	0.00	0.00	0.00	0.00	0.00
715 SOCIAL SECURITY	3,339.03	2,716.00	731.15	208.90	1,984.85	26.92
716 HOSPITALIZATION	10,094.15	6,442.00	1,398.42	0.00	5,043.58	21.71
717 LIFE/DISB. INSURANCE	429.66	670.00	150.42	0.00	519.58	22.45
718 PENSION	2,701.60	3,550.00	1,638.48	409.62	1,911.52	46.15
720 BANKED PTO	(3,377.12)	0.00	0.00	0.00	0.00	0.00
727 SUPPLIES	1,062.62	1,800.00	158.28	70.26	1,641.72	8.79
731 WORKERS COMP INSURANCE	413.00	270.00	0.00	0.00	270.00	0.00
807 MEMBERSHIP DUES	220.00	220.00	75.00	0.00	145.00	34.09
812 SCC TRIPS/PROGRAMS	30,042.84	30,000.00	8,861.59	4,155.31	21,138.41	29.54
816 GROUNDS/CLEANING/JANITORIAL SERVICE	6,970.00	7,320.00	975.00	311.00	6,345.00	13.32
850 COMMUNICATION	2,066.87	2,300.00	405.25	107.70	1,894.75	17.62
851 POSTAGE	846.00	1,000.00	0.00	0.00	1,000.00	0.00
900 PRINTING & PUBLICATIONS	567.68	1,000.00	0.00	0.00	1,000.00	0.00
910 INSURANCE & BONDS	1,840.00	1,900.00	0.00	0.00	1,900.00	0.00
920 UTILITIES	2,689.17	4,500.00	346.80	118.72	4,153.20	7.71
930 REPAIRS & MAINTENANCE	7,925.36	4,300.00	762.00	37.00	3,538.00	17.72
970 EQUIPMENT	349.99	400.00	105.47	0.00	294.53	26.37
Total - Dept 666	111,828.44	103,888.00	25,165.52	8,149.27	78,722.48	24.22
Dept 850: TOWNSHIP CONTINGENCY						
905 CONTINGENCY FUNDS	0.00	10,000.00	0.00	0.00	10,000.00	0.00
Total - Dept 850	0.00	10,000.00	0.00	0.00	10,000.00	0.00
Dept 900: CAPITAL OUTLAY						
972 COMPUTER	7,125.39	23,335.00	0.00	0.00	23,335.00	0.00
978 LAND ACQUISITION	6,585.87	4,500.00	0.00	0.00	4,500.00	0.00
Total - Dept 900	13,711.26	27,835.00	0.00	0.00	27,835.00	0.00
Dept 905: DEBT SERVICE						
985 PSB SHARE OF BOND PMT	94,320.18	87,419.00	0.00	0.00	87,419.00	0.00
Total - Dept 905	94,320.18	87,419.00	0.00	0.00	87,419.00	0.00
Total Expenditures	1,077,929.52	1,375,816.00	251,998.06	90,195.10	1,123,817.94	18.32
NET OF REVENUES AND EXPENDITURES	229,519.52	36,038.00	(193,035.95)	(47,506.37)	229,073.95	

REVENUE & EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Month Ended 9/30/13

ACCOUNT DESCRIPTION	2012-13 YEAR END ACTIVITY	2013-14 AMENDED BUDGET	YEAR-TO-DATE THRU 09/30/13	ACTIVITY FOR MONTH ENDED 09/30/2013	AMOUNT OF BUDGET NOT USED	% OF BUDGET USED	
Fund 207 - LAW ENFORCEMENT FUND							
Revenues							
Dept 000							
402	CURRENT PROPERTY TAX	1,327,750.81	1,356,155.00	0.00	1,356,155.00	0.00	
445	PENALTY & INTEREST ON TAXES	1,089.05	0.00	298.99	(298.99)	100.00	
570	LIQUOR LICENSE & PERMITS	2,589.40	3,000.00	2,522.85	477.15	84.10	
590	GRANT INCOME	13,872.50	0.00	0.00	0.00	0.00	
626	COPY & FOIA INCOME	1,536.50	2,000.00	478.00	1,522.00	23.90	
656	FINES & COURT FEES	27,330.86	30,000.00	2,502.60	27,497.40	8.34	
658	IMPOUND FEES	1,660.00	2,000.00	900.00	1,100.00	45.00	
664	FEES PAID FOR OFFICER WAGES	5,957.76	6,000.00	0.00	6,000.00	0.00	
671	REIMBURSEMENT/OTHER INCOME	9,546.00	2,500.00	5,351.00	(2,851.00)	214.04	
675	CONTRIBUTION-PRIVATE SOURCES	3,000.00	200.00	0.00	200.00	0.00	
681	OT REIMBURSEMENT	16,652.64	12,000.00	2,067.45	9,932.55	17.23	
Total - Dept 000		1,410,985.52	1,413,855.00	14,120.89	2,803.45	1,399,734.11	1.00
Dept 336: CONTRIBUTIONS							
588	CONTRIBUTION OTHER FUND(S)	35,000.00	35,000.00	0.00	35,000.00	0.00	
683	CONTRIBUTION - INDEPENDENCE DA`	1,350.00	1,000.00	0.00	1,000.00	0.00	
Total - Dept 336		36,350.00	36,000.00	0.00	36,000.00	0.00	
Total Revenues		1,447,335.52	1,449,855.00	14,120.89	2,803.45	1,435,734.11	0.97
Expenditures							
Dept 226: PERSONNEL							
701	SALARIES	144,716.34	187,651.00	50,597.97	137,053.03	26.96	
702	SALARIES	352,055.97	322,775.00	99,893.38	222,881.62	30.95	
704	CLERICAL/DEP /SUPER/ELECTION	57,110.13	65,755.00	15,803.49	49,951.51	24.03	
708	SALARIES-PART TIME	50,179.78	50,000.00	8,595.73	41,404.27	17.19	
710	JANITORIAL SALARIES	4,160.00	4,608.00	1,120.00	3,488.00	24.31	
711	SALARIES-OVERTIME	44,674.93	50,000.00	20,733.27	29,266.73	41.47	
714	HOLIDAY	29,066.25	29,469.00	0.00	29,469.00	0.00	
715	SOCIAL SECURITY	54,287.97	55,138.00	15,067.58	40,070.42	27.33	
716	HOSPITALIZATION	130,225.47	129,118.00	15,722.88	113,395.12	12.18	
717	LIFE/DISB. INSURANCE	7,743.12	8,022.00	2,006.28	6,015.72	25.01	
718	PENSION	52,390.28	54,819.00	14,694.88	40,124.12	26.81	
719	EMPLOYEE FRINGE-LONGEVITY	4,500.00	4,800.00	0.00	4,800.00	0.00	
720	BANKED PTO	(1,271.27)	0.00	0.00	0.00	0.00	
730	MEDICAL TESTING	81.00	1,000.00	0.00	1,000.00	0.00	
731	WORKERS COMP INSURANCE	13,225.00	10,130.00	0.00	10,130.00	0.00	
741	UNIFORMS/GEAR & ALLOWANCE	5,400.00	5,700.00	0.00	5,700.00	0.00	
927	ALLOCATE TO DEPARTMENTS	52,179.00	54,658.00	0.00	54,658.00	0.00	
957	TRAINING & DEVELOPMENT	2,008.73	4,000.00	690.00	3,310.00	17.25	
Total - Dept 226		1,002,732.70	1,037,643.00	244,925.46	67,027.07	792,717.54	23.60
Dept 265: HALL AND GROUNDS							
821	PSB MAINT & OPS ALLOCATION	42,945.00	49,533.00	0.00	49,533.00	0.00	
Total - Dept 265		42,945.00	49,533.00	0.00	49,533.00	0.00	
Dept 270: LEGAL/PROFESSIONAL							
722	CONTROLLER	7,800.01	7,987.00	0.00	7,987.00	0.00	
802	AUDIT FEES	3,060.00	3,060.00	0.00	3,060.00	0.00	
803	LEGAL	39,600.00	40,000.00	6,600.00	33,400.00	16.50	
Total - Dept 270		50,460.01	51,047.00	6,600.00	44,447.00	12.93	

REVENUE & EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Month Ended 9/30/13

ACCOUNT DESCRIPTION	2012-13 YEAR END ACTIVITY	2013-14 AMENDED BUDGET	YEAR-TO-DATE THRU 09/30/13	ACTIVITY FOR MONTH ENDED 09/30/2013	AMOUNT OF BUDGET NOT USED	% OF BUDGET USED
Dept 301: OPERATING COSTS						
727 SUPPLIES	6,918.09	6,000.00	569.02	310.48	5,430.98	9.48
741 UNIFORMS/GEAR & ALLOWANCE	2,003.21	4,000.00	(165.60)	0.00	4,165.60	(4.14)
807 MEMBERSHIP DUES	1,247.50	2,000.00	565.00	0.00	1,435.00	28.25
818 CONTRACTUAL SERVICES	17,571.00	17,500.00	0.00	0.00	17,500.00	0.00
820 DISPATCH SERVICES	63,346.92	67,980.00	15,836.73	5,278.91	52,143.27	23.30
850 COMMUNICATION	12,894.03	16,000.00	2,204.93	869.05	13,795.07	13.78
851 POSTAGE	100.00	250.00	23.40	0.00	226.60	9.36
900 PRINTING & PUBLICATIONS	333.58	1,000.00	56.05	0.00	943.95	5.61
910 INSURANCE & BONDS	20,754.00	21,100.00	0.00	0.00	21,100.00	0.00
929 GRANT EXPENSE	13,872.50	0.00	0.00	0.00	0.00	0.00
930 REPAIRS & MAINTENANCE	2,055.56	3,000.00	997.38	260.89	2,002.62	33.25
932 RADIO REPAIR	2,200.00	1,100.00	0.00	0.00	1,100.00	0.00
938 CHARGEBACKS - PRIOR TAX YEARS	(3,569.15)	0.00	33,408.73	33,408.73	(33,408.73)	100.00
940 RENTAL EQUIPMENT	1,691.61	2,300.00	344.73	114.91	1,955.27	14.99
956 MISCELLANEOUS	7,585.00	100.00	0.00	0.00	100.00	0.00
959 TRIBUNALS AND DRAINS	2,170.10	2,000.00	0.00	0.00	2,000.00	0.00
972 COMPUTER	2,044.82	2,400.00	600.00	400.00	1,800.00	25.00
Total - Dept 301	153,218.77	146,730.00	54,440.37	40,642.97	92,289.63	37.10
Dept 333: TRANSPORTATION						
860 FUEL & MILEAGE	32,616.37	28,000.00	4,411.21	2,605.67	23,588.79	15.75
930 REPAIRS & MAINTENANCE	13,571.27	13,000.00	2,181.34	111.62	10,818.66	16.78
Total - Dept 333	46,187.64	41,000.00	6,592.55	2,717.29	34,407.45	16.08
Dept 900: CAPITAL OUTLAY						
970 EQUIPMENT	0.00	1,500.00	0.00	0.00	1,500.00	0.00
972 COMPUTER	370.59	500.00	0.00	0.00	500.00	0.00
974 VEHICLE	8,573.00	0.00	0.00	0.00	0.00	0.00
Total - Dept 900	8,943.59	2,000.00	0.00	0.00	2,000.00	0.00
Dept 905: DEBT SERVICE						
985 PSB SHARE OF BOND PMT	94,320.17	87,419.00	0.00	0.00	87,419.00	0.00
995 DEBT SERVICE - INTEREST	262.25	0.00	0.00	0.00	0.00	0.00
Total - Dept 905	94,582.42	87,419.00	0.00	0.00	87,419.00	0.00
Total Expenditures	1,399,070.13	1,415,372.00	312,558.38	110,387.33	1,102,813.62	22.08
NET OF REVENUES AND EXPENDITURES	48,265.39	34,483.00	(298,437.49)	(107,583.88)	332,920.49	

REVENUE & EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Month Ended 9/30/13

ACCOUNT DESCRIPTION	2012-13 YEAR END ACTIVITY	2013-14 AMENDED BUDGET	YEAR-TO-DATE THRU 09/30/13	ACTIVITY FOR MONTH ENDED 09/30/2013	AMOUNT OF BUDGET NOT USED	% OF BUDGET USED	
Fund 216 - MEDICAL RESCUE FUND							
Revenues							
Dept 000							
402	CURRENT PROPERTY TAX	593,774.94	606,490.00	0.00	606,490.00	0.00	
445	PENALTY & INTEREST ON TAXES	487.32	0.00	136.19	(136.19)	100.00	
482	HOUSE NUMBERS	200.00	250.00	40.00	210.00	16.00	
588	CONTRIBUTION OTHER FUND(S)	29,310.00	25,000.00	0.00	25,000.00	0.00	
615	INSURANCE PROCEEDS	3,616.74	0.00	0.00	0.00	0.00	
626	COPY & FOIA INCOME	46.00	0.00	5.00	(5.00)	100.00	
635	RESPONSE FEES	3,087.25	7,000.00	4,347.35	2,660.00	62.11	
639	DRIVEWAY INSPECTIONS	500.00	300.00	100.00	200.00	33.33	
671	REIMBURSEMENT/OTHER INCOME	2,595.45	4,000.00	2,200.00	1,800.00	55.00	
675	CONTRIBUTION-PRIVATE SOURCES	0.00	0.00	100.00	(100.00)	100.00	
Total - Dept 000		633,617.70	643,040.00	6,928.54	2,660.00	636,111.46	1.08
Dept 336: CONTRIBUTIONS							
683	CONTRIBUTION - INDEPENDENCE DA`	1,000.00	1,000.00	0.00	1,000.00	0.00	
Total - Dept 336		1,000.00	1,000.00	0.00	1,000.00	0.00	
Total Revenues		634,617.70	644,040.00	6,928.54	2,660.00	637,111.46	1.08
Expenditures							
Dept 226: PERSONNEL							
701	SALARIES	82,000.05	77,000.00	20,730.78	5,923.08	56,269.22	26.92
702	SALARIES	123,982.00	125,000.00	33,746.00	10,220.00	91,254.00	27.00
705	ADMINISTRATIVE ASSISTANT	5,343.80	5,500.00	1,428.98	415.09	4,071.02	25.98
708	SALARIES-PART TIME	46,103.73	48,000.00	13,693.07	2,828.46	34,306.93	28.53
712	SALARIES - OFFICERS	10,406.00	14,000.00	3,500.00	0.00	10,500.00	25.00
715	SOCIAL SECURITY	21,160.94	21,690.00	5,706.59	1,510.16	15,983.41	26.31
716	HOSPITALIZATION	15,957.00	17,746.00	4,195.20	0.00	13,550.80	23.64
717	LIFE/DISB. INSURANCE	948.96	980.00	241.74	0.00	738.26	24.67
718	PENSION	7,699.63	7,700.00	2,072.98	592.28	5,627.02	26.92
720	BANKED PTO	2,554.33	0.00	0.00	0.00	0.00	0.00
730	MEDICAL TESTING	689.00	2,500.00	85.00	0.00	2,415.00	3.40
731	WORKERS COMP INSURANCE	14,037.00	9,150.00	0.00	0.00	9,150.00	0.00
927	ALLOCATE TO DEPARTMENTS	(52,179.00)	(54,658.00)	0.00	0.00	(54,658.00)	0.00
957	TRAINING & DEVELOPMENT	3,582.67	4,000.00	1,460.00	0.00	2,540.00	36.50
958	TRAINING WAGES	8,878.50	14,000.00	1,497.00	354.00	12,503.00	10.69
Total - Dept 226		291,164.61	292,608.00	88,357.34	21,843.07	204,250.66	30.20
Dept 265: HALL AND GROUNDS							
816	GROUND/CLEANG/JANITORL SERVIC	1,966.00	2,000.00	0.00	0.00	2,000.00	0.00
821	PSB MAINT & OPS ALLOCATION	42,945.00	49,533.00	0.00	0.00	49,533.00	0.00
Total - Dept 265		44,911.00	51,533.00	0.00	0.00	51,533.00	0.00
Dept 270: LEGAL/PROFESSIONAL							
722	CONTROLLER	7,800.01	7,987.00	0.00	0.00	7,987.00	0.00
802	AUDIT FEES	3,060.00	3,060.00	0.00	0.00	3,060.00	0.00
803	LEGAL	0.00	4,000.00	0.00	0.00	4,000.00	0.00
Total - Dept 270		10,860.01	15,047.00	0.00	0.00	15,047.00	0.00

REVENUE & EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Month Ended 9/30/13

ACCOUNT DESCRIPTION	2012-13 YEAR END ACTIVITY	2013-14 AMENDED BUDGET	YEAR-TO-DATE THRU 09/30/13	ACTIVITY FOR MONTH ENDED 09/30/2013	AMOUNT OF BUDGET NOT USED	% OF BUDGET USED
Dept 301: OPERATING COSTS						
727 SUPPLIES	7,217.16	8,000.00	826.74	134.31	7,173.26	10.33
741 UNIFORMS/GEAR & ALLOWANCE	2,028.90	4,000.00	0.00	0.00	4,000.00	0.00
807 MEMBERSHIP DUES	1,575.00	1,800.00	500.00	0.00	1,300.00	27.78
818 CONTRACTUAL SERVICES	1,473.33	700.00	159.09	54.73	540.91	22.73
820 DISPATCH SERVICES	9,809.40	11,000.00	2,646.21	882.07	8,353.79	24.06
850 COMMUNICATION	6,368.29	8,000.00	1,450.46	655.60	6,549.54	18.13
851 POSTAGE	19.05	50.00	38.22	0.00	11.78	76.44
900 PRINTING & PUBLICATIONS	56.00	200.00	0.00	0.00	200.00	0.00
910 INSURANCE & BONDS	65,357.00	66,600.00	0.00	0.00	66,600.00	0.00
920 UTILITIES	10,469.56	9,000.00	606.09	201.64	8,393.91	6.73
930 REPAIRS & MAINTENANCE	3,520.43	4,000.00	108.19	0.00	3,891.81	2.70
932 RADIO REPAIR	2,200.00	2,000.00	0.00	0.00	2,000.00	0.00
938 CHARGEBACKS - PRIOR TAX YEARS	(1,596.17)	0.00	14,940.83	14,940.83	(14,940.83)	100.00
959 TRIBUNALS AND DRAINS	970.49	0.00	0.00	0.00	0.00	0.00
Total - Dept 301	109,468.44	115,350.00	21,275.83	16,869.18	94,074.17	18.44
Dept 333: TRANSPORTATION						
860 FUEL & MILEAGE	12,257.35	11,000.00	1,793.74	805.12	9,206.26	16.31
930 REPAIRS & MAINTENANCE	25,376.28	16,000.00	2,538.84	941.40	13,461.16	15.87
Total - Dept 333	37,633.63	27,000.00	4,332.58	1,746.52	22,667.42	16.05
Dept 900: CAPITAL OUTLAY						
970 EQUIPMENT	3,213.53	6,000.00	285.76	0.00	5,714.24	4.76
972 COMPUTER	586.30	800.00	175.89	117.26	624.11	21.99
Total - Dept 900	3,799.83	6,800.00	461.65	117.26	6,338.35	6.79
Dept 905: DEBT SERVICE						
985 PSB SHARE OF BOND PMT	94,320.16	87,419.00	0.00	0.00	87,419.00	0.00
991 DEBT SERVICE - PRINCIPAL	39,819.32	41,751.00	0.00	0.00	41,751.00	0.00
995 DEBT SERVICE - INTEREST	8,305.33	6,375.00	0.00	0.00	6,375.00	0.00
Total - Dept 905	142,444.81	135,545.00	0.00	0.00	135,545.00	0.00
Total Expenditures	640,282.33	643,883.00	114,427.40	40,576.03	529,455.60	17.77
NET OF REVENUES AND EXPENDITURES	(5,664.63)	157.00	(107,498.86)	(37,916.03)	107,655.86	

REVENUE & EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Month Ended 9/30/13

ACCOUNT DESCRIPTION	2012-13 YEAR END ACTIVITY	2013-14 AMENDED BUDGET	YEAR-TO-DATE THRU 09/30/13	ACTIVITY FOR MONTH ENDED 09/30/2013	AMOUNT OF BUDGET NOT USED	% OF BUDGET USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTH						
Revenues						
Dept 000						
675 CONTRIBUTION-PRIVATE SOURCES	136.00	0.00	0.00	0.00	0.00	0.00
Total - Dept 000	136.00	0.00	0.00	0.00	0.00	0.00
Total Revenues	136.00	0.00	0.00	0.00	0.00	0.00
Expenditures						
Dept 301: OPERATING COSTS						
727 SUPPLIES	0.00	100.00	0.00	0.00	100.00	0.00
746 FARMERS MARKET	850.00	500.00	0.00	0.00	500.00	0.00
Total - Dept 301	850.00	600.00	0.00	0.00	600.00	0.00
Dept 900: CAPITAL OUTLAY						
925 STREETSCAPING	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
Total - Dept 900	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
Total Expenditures	2,350.00	2,100.00	0.00	0.00	2,100.00	0.00
NET OF REVENUES AND EXPENDITURES	(2,214.00)	(2,100.00)	0.00	0.00	(2,100.00)	
Fund 265 - NARCOTICS FUND						
Revenues						
Dept 000						
661 FORFEITURES	4,988.00	8,000.00	18,159.00	14,729.00	(10,159.00)	226.99
Total - Dept 000	4,988.00	8,000.00	18,159.00	14,729.00	(10,159.00)	226.99
Total Revenues	4,988.00	8,000.00	18,159.00	14,729.00	(10,159.00)	226.99
Expenditures						
Dept 226: PERSONNEL						
957 TRAINING & DEVELOPMENT	350.00	500.00	0.00	0.00	500.00	0.00
Total - Dept 226	350.00	500.00	0.00	0.00	500.00	0.00
Dept 301: OPERATING COSTS						
727 SUPPLIES	300.00	0.00	0.00	0.00	0.00	0.00
899 FORFEITURE SHARING	2,723.32	2,000.00	0.00	0.00	2,000.00	0.00
956 MISCELLANEOUS	110.29	100.00	21.58	0.00	78.42	21.58
Total - Dept 301	3,133.61	2,100.00	21.58	0.00	2,078.42	1.03
Dept 336: CONTRIBUTIONS						
967 CONTRIBUTION-LAW ENFORCEMENT	7,500.00	0.00	0.00	0.00	0.00	0.00
Total - Dept 336	7,500.00	0.00	0.00	0.00	0.00	0.00
Total Expenditures	10,983.61	2,600.00	21.58	0.00	2,578.42	0.83
NET OF REVENUES AND EXPENDITURES	(5,995.61)	5,400.00	18,137.42	14,729.00	(12,737.42)	

REVENUE & EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Month Ended 9/30/13

ACCOUNT DESCRIPTION	2012-13 YEAR END ACTIVITY	2013-14 AMENDED BUDGET	YEAR-TO-DATE THRU 09/30/13	ACTIVITY FOR MONTH ENDED 09/30/2013	AMOUNT OF BUDGET NOT USED	% OF BUDGET USED
Fund 266 - FEDERAL NARCOTICS FUND						
Revenues						
Dept 000						
661 FORFEITURES	225,054.06	150,000.00	38,153.00	27,369.11	111,847.00	25.44
Total - Dept 000	225,054.06	150,000.00	38,153.00	27,369.11	111,847.00	25.44
Total Revenues	225,054.06	150,000.00	38,153.00	27,369.11	111,847.00	25.44
Expenditures						
Dept 301: OPERATING COSTS						
727 SUPPLIES	918.00	0.00	910.00	0.00	(910.00)	100.00
Total - Dept 301	918.00	0.00	910.00	0.00	(910.00)	100.00
Dept 336: CONTRIBUTIONS						
967 CONTRIBUTION-LAW ENFORCEMENT	35,000.00	35,000.00	0.00	0.00	35,000.00	0.00
Total - Dept 336	35,000.00	35,000.00	0.00	0.00	35,000.00	0.00
Dept 900: CAPITAL OUTLAY						
970 EQUIPMENT	28,729.71	15,000.00	0.00	0.00	15,000.00	0.00
974 VEHICLE	63,863.00	75,000.00	0.00	0.00	75,000.00	0.00
Total - Dept 900	92,592.71	90,000.00	0.00	0.00	90,000.00	0.00
Total Expenditures	128,510.71	125,000.00	910.00	0.00	124,090.00	0.73
NET OF REVENUES AND EXPENDITURES	96,543.35	25,000.00	37,243.00	27,369.11	(12,243.00)	

REVENUE & EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Month Ended 9/30/13

ACCOUNT DESCRIPTION	2012-13 YEAR END ACTIVITY	2013-14 AMENDED BUDGET	YEAR-TO-DATE THRU 09/30/13	ACTIVITY FOR MONTH ENDED 09/30/2013	AMOUNT OF BUDGET NOT USED	% OF BUDGET USED
Fund 287 - BUILDING DEPARTMENT FUND						
Revenues						
Dept 000						
481 SIGN PERMITS	0.00	0.00	170.00	25.00	(170.00)	100.00
484 BUILDING PLAN REVIEW FEES	3,422.50	2,000.00	1,833.00	275.00	167.00	91.65
485 BUILDING PERMIT FEES	31,759.70	22,000.00	13,807.00	4,435.00	8,193.00	62.76
486 CONTRACTOR'S REGISTRATION	870.00	500.00	195.00	30.00	305.00	39.00
488 TRADE PERMIT FEES	20,270.00	15,000.00	5,701.00	1,704.00	9,299.00	38.01
Total - Dept 000	56,322.20	39,500.00	21,706.00	6,469.00	17,794.00	54.95
Total Revenues	56,322.20	39,500.00	21,706.00	6,469.00	17,794.00	54.95
Expenditures						
Dept 226: PERSONNEL						
720 BANKED PTO	(149.93)	0.00	0.00	0.00	0.00	0.00
927 ALLOCATE TO DEPARTMENTS	6,354.00	6,905.00	0.00	0.00	6,905.00	0.00
Total - Dept 226	6,204.07	6,905.00	0.00	0.00	6,905.00	0.00
Dept 261: GOVERNMENT SHARED SERVICES						
725 INSPECTOR EXPENSES	19,270.50	15,000.00	3,546.50	3,546.50	11,453.50	23.64
Total - Dept 261	19,270.50	15,000.00	3,546.50	3,546.50	11,453.50	23.64
Dept 270: LEGAL/PROFESSIONAL						
722 CONTROLLER	1,560.01	1,597.00	0.00	0.00	1,597.00	0.00
802 AUDIT FEES	900.00	900.00	0.00	0.00	900.00	0.00
Total - Dept 270	2,460.01	2,497.00	0.00	0.00	2,497.00	0.00
Dept 301: OPERATING COSTS						
725 INSPECTOR EXPENSES	11,045.10	12,500.00	1,291.85	541.65	11,208.15	10.33
727 SUPPLIES	0.00	100.00	0.00	0.00	100.00	0.00
850 COMMUNICATION	259.97	300.00	107.98	50.97	192.02	35.99
910 INSURANCE & BONDS	687.00	600.00	0.00	0.00	600.00	0.00
930 REPAIRS & MAINTENANCE	610.00	625.00	0.00	0.00	625.00	0.00
Total - Dept 301	12,602.07	14,125.00	1,399.83	592.62	12,725.17	9.91
Total Expenditures	40,536.65	38,527.00	4,946.33	4,139.12	33,580.67	12.84
NET OF REVENUES AND EXPENDITURES	15,785.55	973.00	16,759.67	2,329.88	(15,786.67)	
Fund 369 - BLDG AUTH DEBT FUND						
Revenues						
Dept 000						
668 BOND PROCEEDS	2,473,799.00	0.00	0.00	0.00	0.00	0.00
685 FUNDS XFER FOR 3.5 BOND PMT	282,960.51	262,257.00	0.00	0.00	262,257.00	0.00
Total - Dept 000	2,756,759.51	262,257.00	0.00	0.00	262,257.00	0.00
Total Revenues	2,756,759.51	262,257.00	0.00	0.00	262,257.00	0.00
Expenditures						
Dept 905: DEBT SERVICE						
906 BOND ISSUANCE COST	33,799.00	0.00	0.00	0.00	0.00	0.00
939 BOND PAYOFF	2,440,000.00	0.00	0.00	0.00	0.00	0.00
942 3 M BOND BLDG AUTH	162,031.80	179,472.00	0.00	0.00	179,472.00	0.00
943 500K CAPITAL IMP	26,247.10	29,073.00	0.00	0.00	29,073.00	0.00
987 INTEREST 3 M BOND	82,636.55	46,224.00	0.00	0.00	46,224.00	0.00
992 INTEREST 500K BOND	12,045.06	7,488.00	0.00	0.00	7,488.00	0.00
Total - Dept 905	2,756,759.51	262,257.00	0.00	0.00	262,257.00	0.00
Total Expenditures	2,756,759.51	262,257.00	0.00	0.00	262,257.00	0.00
NET OF REVENUES AND EXPENDITURES	0.00	0.00	0.00	0.00	0.00	

REVENUE & EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Month Ended 9/30/13

ACCOUNT DESCRIPTION	2012-13 YEAR END ACTIVITY	2013-14 AMENDED BUDGET	YEAR-TO-DATE THRU 09/30/13	ACTIVITY FOR MONTH ENDED 09/30/2013	AMOUNT OF BUDGET NOT USED	% OF BUDGET USED	
Fund 370 - PUBLIC SAFETY BLDG DEBT FD							
Revenues							
Dept 000							
402	CURRENT PROPERTY TAX	295,734.01	286,700.00	0.00	0.00	286,700.00	0.00
445	PENALTY & INTEREST ON TAXES	228.53	0.00	64.06	0.00	(64.06)	100.00
588	CONTRIBUTION OTHER FUND(S)	128,835.00	148,600.00	0.00	0.00	148,600.00	0.00
615	INSURANCE PROCEEDS	25,000.00	0.00	0.00	0.00	0.00	0.00
668	BOND PROCEEDS	2,415,000.00	0.00	0.00	0.00	0.00	0.00
Total - Dept 000		2,864,797.54	435,300.00	64.06	0.00	435,235.94	0.01
Total Revenues		2,864,797.54	435,300.00	64.06	0.00	435,235.94	0.01
Expenditures							
Dept 301: OPERATING COSTS							
727	SUPPLIES	983.39	1,200.00	0.00	0.00	1,200.00	0.00
803	LEGAL	0.00	200.00	0.00	0.00	200.00	0.00
816	GROUND/CLEANG/JANITORL SERVIC	10,334.50	10,500.00	825.00	575.00	9,675.00	7.86
818	CONTRACTUAL SERVICES	8,138.94	11,500.00	261.00	0.00	11,239.00	2.27
850	COMMUNICATION	3,437.41	3,500.00	918.96	313.62	2,581.04	26.26
910	INSURANCE & BONDS	7,051.00	7,200.00	0.00	0.00	7,200.00	0.00
920	UTILITIES	86,919.02	92,500.00	15,289.20	4,523.45	77,210.80	16.53
930	REPAIRS & MAINTENANCE	37,145.78	20,000.00	366.22	82.00	19,633.78	1.83
938	CHARGEBACKS - PRIOR TAX YEARS	(175.33)	1,000.00	7,383.27	7,383.27	(6,383.27)	738.33
959	TRIBUNALS AND DRAINS	0.00	1,000.00	0.00	0.00	1,000.00	0.00
Total - Dept 301		153,834.71	148,600.00	25,043.65	12,877.34	123,556.35	16.85
Dept 905: DEBT SERVICE							
906	BOND ISSUANCE COST	40,000.00	0.00	0.00	0.00	0.00	0.00
939	BOND PAYOFF	2,375,000.00	0.00	0.00	0.00	0.00	0.00
945	3.8 M PSB BOND	215,000.00	235,000.00	0.00	0.00	235,000.00	0.00
987	INTEREST 3 M BOND	0.00	0.00	23,111.16	23,111.16	(23,111.16)	100.00
992	INTEREST 500K BOND	0.00	0.00	3,743.71	3,743.71	(3,743.71)	100.00
994	INTEREST 3.8 BOND PSB	85,534.78	51,700.00	25,850.00	25,850.00	25,850.00	50.00
Total - Dept 905		2,715,534.78	286,700.00	52,704.87	52,704.87	233,995.13	18.38
Total Expenditures		2,869,369.49	435,300.00	77,748.52	65,582.21	357,551.48	17.86
NET OF REVENUES AND EXPENDITURES		(4,571.95)	0.00	(77,684.46)	(65,582.21)	77,684.46	

REVENUE & EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Month Ended 9/30/13

ACCOUNT DESCRIPTION	2012-13 YEAR END ACTIVITY	2013-14 AMENDED BUDGET	YEAR-TO-DATE THRU 09/30/13	ACTIVITY FOR MONTH ENDED 09/30/2013	AMOUNT OF BUDGET NOT USED	% OF BUDGET USED
Fund 571 - WASTEWATER TREATMENT FUND						
Revenues						
Dept 000						
445	PENALTY & INTEREST ON TAXES	3.15	0.00	0.00	0.00	0.00
500	TAP-IN FEES	7,100.00	0.00	0.00	0.00	0.00
651	USAGE FEES	1,180,693.74	1,166,000.00	72,160.95	(22,051.52)	1,093,839.05
665	INTEREST INCOME	11,767.65	8,000.00	(1,480.37)	0.00	9,480.37
671	REIMBURSEMENT/OTHER INCOME	2,081.57	2,000.00	436.95	145.73	1,563.05
672	SAD INTEREST	91.12	82.00	0.00	0.00	82.00
Total - Dept 000		1,201,737.23	1,176,082.00	71,117.53	(21,905.79)	1,104,964.47
Total Revenues		1,201,737.23	1,176,082.00	71,117.53	(21,905.79)	1,104,964.47
Expenditures						
Dept 226: PERSONNEL						
701	SALARIES	58,500.00	60,548.00	16,222.56	4,657.52	44,325.44
702	SALARIES	190,779.09	179,160.00	51,277.22	17,110.79	127,882.78
711	SALARIES-OVERTIME	16,717.48	20,000.00	0.00	0.00	20,000.00
715	SOCIAL SECURITY	20,348.77	19,868.00	5,163.75	1,665.28	14,704.25
716	HOSPITALIZATION	64,620.37	73,212.00	18,869.31	0.00	54,342.69
717	LIFE/DISB. INSURANCE	3,351.54	3,487.00	906.60	0.00	2,580.40
718	PENSION	22,446.14	22,876.00	6,118.30	1,753.84	16,757.70
720	BANKED PTO	(4,421.81)	0.00	0.00	0.00	0.00
731	WORKERS COMP INSURANCE	3,540.00	2,800.00	0.00	0.00	2,800.00
957	TRAINING & DEVELOPMENT	520.00	2,000.00	1,200.00	750.00	800.00
Total - Dept 226		376,401.58	383,951.00	99,757.74	25,937.43	284,193.26
Dept 270: LEGAL/PROFESSIONAL						
722	CONTROLLER	13,000.01	13,312.00	0.00	0.00	13,312.00
802	AUDIT FEES	6,480.00	6,480.00	0.00	0.00	6,480.00
803	LEGAL	0.00	500.00	0.00	0.00	500.00
806	ENGINEER	24,075.60	10,000.00	438.47	0.00	9,561.53
Total - Dept 270		43,555.61	30,292.00	438.47	0.00	29,853.53
Dept 301: OPERATING COSTS						
727	SUPPLIES	864.59	1,200.00	143.14	26.57	1,056.86
740	OPERATING SUPPLIES	54,847.96	52,000.00	7,327.90	6,717.64	44,672.10
741	UNIFORMS/GEAR & ALLOWANCE	442.32	1,500.00	0.00	0.00	1,500.00
807	MEMBERSHIP DUES	144.00	2,000.00	575.00	0.00	1,425.00
817	LAB & TESTING	2,824.50	4,000.00	290.00	0.00	3,710.00
819	COLLECTION SYS ANNUAL MAINT	52,672.06	55,000.00	1,977.00	0.00	53,023.00
825	SEWER ADMINISTRATION FEES	35,000.00	35,000.00	0.00	0.00	35,000.00
850	COMMUNICATION	5,030.48	5,000.00	1,364.58	562.12	3,635.42
851	POSTAGE	2,598.42	5,000.00	0.00	0.00	5,000.00
900	PRINTING & PUBLICATIONS	70.00	500.00	0.00	0.00	500.00
910	INSURANCE & BONDS	19,839.00	20,300.00	0.00	0.00	20,300.00
920	UTILITIES	112,132.76	113,000.00	18,803.21	6,725.40	94,196.79
930	REPAIRS & MAINTENANCE	79,676.33	120,000.00	11,543.84	2,158.40	108,456.16
940	RENTAL EQUIPMENT	828.00	1,000.00	207.00	69.00	793.00
941	UNIFORMS - RENTALS	3,392.75	3,700.00	286.04	0.00	3,413.96
950	LAND LEASING	257.75	258.00	0.00	0.00	258.00
968	DEPRECIATION EXPENSE	229,864.00	240,215.00	0.00	0.00	240,215.00
Total - Dept 301		600,484.92	659,673.00	42,517.71	16,259.13	617,155.29
Dept 333: TRANSPORTATION						
860	FUEL & MILEAGE	5,853.94	6,000.00	1,082.30	1,082.30	4,917.70
930	REPAIRS & MAINTENANCE	1,056.64	2,500.00	20.00	0.00	2,480.00
Total - Dept 333		6,910.58	8,500.00	1,102.30	1,082.30	7,397.70
Dept 528: O & M - BOND & INTEREST						
954	AGENT FEES	637.46	700.00	0.00	0.00	700.00
989	INTEREST 1992 BOND	18,138.76	16,740.00	8,369.38	8,369.38	8,370.62
995	DEBT SERVICE - INTEREST	65,460.62	52,630.00	0.00	0.00	52,630.00
Total - Dept 528		84,236.84	70,070.00	8,369.38	8,369.38	61,700.62

REVENUE & EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Month Ended 9/30/13

ACCOUNT DESCRIPTION	2012-13 YEAR END ACTIVITY	2013-14 AMENDED BUDGET	YEAR-TO-DATE THRU 09/30/13	ACTIVITY FOR MONTH ENDED 09/30/2013	AMOUNT OF BUDGET NOT USED	% OF BUDGET USED
Dept 900: CAPITAL OUTLAY						
970 EQUIPMENT	13,679.00	149,400.00	31,385.00	31,385.00	118,015.00	21.01
Total - Dept 900	13,679.00	149,400.00	31,385.00	31,385.00	118,015.00	21.01
Total Expenditures	1,125,268.53	1,301,886.00	183,570.60	83,033.24	1,118,315.40	14.10
NET OF REVENUES AND EXPENDITURES	76,468.70	(125,804.00)	(112,453.07)	(104,939.03)	(13,350.93)	

REVENUE & EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Month Ended 9/30/13

ACCOUNT DESCRIPTION	2012-13 YEAR END ACTIVITY	2013-14 AMENDED BUDGET	YEAR-TO-DATE THRU 09/30/13	ACTIVITY FOR MONTH ENDED 09/30/2013	AMOUNT OF BUDGET NOT USED	% OF BUDGET USED
Fund 815 - DIST # 5 SEVEN MILE SEWER						
Revenues						
Dept 000						
665 INTEREST INCOME	1,462.03	1,000.00	(188.11)	0.00	1,188.11	(18.81)
672 SAD INTEREST	14,248.19	12,952.00	0.00	0.00	12,952.00	0.00
Total - Dept 000	15,710.22	13,952.00	(188.11)	0.00	14,140.11	(1.35)
Total Revenues	15,710.22	13,952.00	(188.11)	0.00	14,140.11	(1.35)
Expenditures						
Dept 301: OPERATING COSTS						
968 DEPRECIATION EXPENSE	17,519.00	17,519.00	0.00	0.00	17,519.00	0.00
Total - Dept 301	17,519.00	17,519.00	0.00	0.00	17,519.00	0.00
Dept 905: DEBT SERVICE						
906 BOND ISSUANCE COST	6,201.00	0.00	0.00	0.00	0.00	0.00
995 DEBT SERVICE - INTEREST	14,944.14	9,905.00	4,952.39	4,952.39	4,952.61	50.00
Total - Dept 905	21,145.14	9,905.00	4,952.39	4,952.39	4,952.61	50.00
Total Expenditures	38,664.14	27,424.00	4,952.39	4,952.39	22,471.61	18.06
NET OF REVENUES AND EXPENDITURES	(22,953.92)	(13,472.00)	(5,140.50)	(4,952.39)	(8,331.50)	
Fund 883 - DISTRICT #3 HORSESHOE LAKE						
Revenues						
Dept 000						
665 INTEREST INCOME	11,632.55	8,000.00	(1,496.74)	0.00	9,496.74	(18.71)
Total - Dept 000	11,632.55	8,000.00	(1,496.74)	0.00	9,496.74	(18.71)
Total Revenues	11,632.55	8,000.00	(1,496.74)	0.00	9,496.74	(18.71)
Expenditures						
Dept 301: OPERATING COSTS						
920 UTILITIES	969.45	1,200.00	193.40	61.30	1,006.60	16.12
930 REPAIRS & MAINTENANCE	1,520.68	15,000.00	0.00	0.00	15,000.00	0.00
956 MISCELLANEOUS	0.00	100.00	0.00	0.00	100.00	0.00
968 DEPRECIATION EXPENSE	6,246.00	4,464.00	0.00	0.00	4,464.00	0.00
Total - Dept 301	8,736.13	20,764.00	193.40	61.30	20,570.60	0.93
Total Expenditures	8,736.13	20,764.00	193.40	61.30	20,570.60	0.93
NET OF REVENUES AND EXPENDITURES	2,896.42	(12,764.00)	(1,690.14)	(61.30)	(11,073.86)	

REVENUE & EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

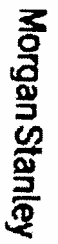
Month Ended 9/30/13

ACCOUNT DESCRIPTION	2012-13 YEAR END ACTIVITY	2013-14 AMENDED BUDGET	YEAR-TO-DATE THRU 09/30/13	ACTIVITY FOR MONTH ENDED 09/30/2013	AMOUNT OF BUDGET NOT USED	% OF BUDGET USED
Fund 890 - N.T. SEWER DISTRICT						
Revenues						
Dept 000						
445 PENALTY & INTEREST ON TAXES	159.31	0.00	0.00	0.00	0.00	0.00
665 INTEREST INCOME	7,182.96	5,000.00	(924.21)	0.00	5,924.21	(18.48)
672 SAD INTEREST	68,880.07	59,040.00	0.00	0.00	59,040.00	0.00
Total - Dept 000	76,222.34	64,040.00	(924.21)	0.00	64,964.21	(1.44)
Total Revenues	76,222.34	64,040.00	(924.21)	0.00	64,964.21	(1.44)
Expenditures						
Dept 301: OPERATING COSTS						
803 LEGAL	0.00	200.00	0.00	0.00	200.00	0.00
968 DEPRECIATION EXPENSE	76,796.00	76,142.00	0.00	0.00	76,142.00	0.00
Total - Dept 301	76,796.00	76,342.00	0.00	0.00	76,342.00	0.00
Dept 905: DEBT SERVICE						
954 AGENT FEES	407.54	450.00	0.00	0.00	450.00	0.00
998 INTEREST NT BOND	41,851.88	33,650.00	0.00	0.00	33,650.00	0.00
Total - Dept 905	42,259.42	34,100.00	0.00	0.00	34,100.00	0.00
Total Expenditures	119,055.42	110,442.00	0.00	0.00	110,442.00	0.00
NET OF REVENUES AND EXPENDITURES	(42,833.08)	(46,402.00)	(924.21)	0.00	(45,477.79)	
TOTAL REVENUES - ALL FUNDS	10,602,761.91	5,662,880.00	226,602.07	74,813.50	5,436,277.93	4.00
TOTAL EXPENDITURES - ALL FUNDS	10,217,516.17	5,761,371.00	951,326.66	398,926.72	4,810,044.34	16.51
NET OF REVENUES AND EXPENDITURES	385,245.74	(98,491.00)	(724,724.59)	(324,113.22)	626,233.59	

Gain & Loss: Realized: 2013
As of 09:24 AM EST, 10/02/2013

NORTHFIELD TOWNSHIP-SEWER FUND
C/O TOWNSHIP MANAGER
333-124229-118 AAA
Unincorporated Account / Unincorporated
\$1,883,152.52 (prev. account) / Reserved Select

NORTHFIELD TOWNSHIP-SEWER FUND
C/O TOWNSHIP MANAGER
8350 MAIN STREET, SUITE A
WHITMORE LAKE MI 48189-9041
(810) 599-5922 (M) | fmkth@twmp.northfield.mi.us



SECURITY A	QUANTITY	DATE ACQUIRED	DATE SOLD	UNIT COST (\$)	TOTAL COST (\$)	ADJUSTED COST (\$)	PROCEEDS (\$)	GL AMOUNT (\$) HOLDING PERIOD
LONG TERM GAIN/LOSS								
SubTotal	100,000,000	01/17/2013	09/30/2013	100.00	100,000.00	100,000.00	82,088.00	-17,912.00 short
Short Term Total	160,000,000	01/24/2013	09/30/2013	100.00	160,000.00	160,000.00	131,340.80	-28,659.20 short
LONG TERM GAIN/LOSS	260,000,000			\$100.00	\$260,000.00	\$260,000.00	\$213,428.80	-\$46,571.20
SubTotal	100,000,000	06/28/2012	09/30/2013	100.00	225,000.00	225,000.00	184,698.00	-40,302.00 long
SubTotal	125,000,000	07/19/2012	09/30/2013	100.00	125,000.00	125,000.00	102,875.00	-22,125.00 long
SubTotal	582,000,000	02/03/2012	09/30/2013	49.67	289,079.40	303,183.48	266,556.00	-36,627.48 long
SubTotal	175,000,000	08/17/2012	09/30/2013	100.00	175,000.00	175,000.00	147,136.50	-27,863.50 long
SubTotal	117,000,000	09/10/2012	09/30/2013	100.00	117,000.00	117,000.00	97,798.60	-19,211.40 long
SubTotal	200,000,000	09/16/2012	09/30/2013	100.00	200,000.00	200,000.00	167,160.00	-32,840.00 long
SubTotal	317,000,000			\$100.00	\$317,000.00	\$317,000.00	\$264,948.60	-\$52,051.40
SubTotal	200,000,000	02/03/2012	09/30/2013	51.81	103,611.60	103,611.60	95,513.50	-8,098.10 long
SubTotal	10,000,000	06/13/2011	09/18/2013	102.45	10,245.00	10,000.00	10,000.00	0.00 long
SubTotal	100,000,000	06/23/2011	09/18/2013	102.45	102,450.00	100,000.00	100,000.00	0.00 long
SubTotal	110,000,000			\$100.00	\$112,696.00	\$110,000.00	\$110,000.00	\$0.00
SubTotal	110,000,000			\$1,347,396.00	\$1,607,386.00	\$1,359,795.08	\$1,171,727.60	-\$187,067.48
SubTotal						\$1,618,796.08	\$1,385,166.40	-\$233,629.68

The gain and loss information is provided for informational purposes only. It is not a substitute for a tax return (or any other appropriate tax form), and should not be used for tax preparation. Unrealized gain and loss values are estimates and should be independently verified. Morgan Stanley does not provide tax advice. We recommend that you contact your tax advisor to determine the appropriate use of this information. Past performance does not guarantee future results. Gain and loss information is calculated based upon uniform standards and does not account for each individual client's particular circumstances such as the existence of hedging transactions or constructive sales. Although we make every effort to adjust the cost basis for securities' capital changes, we do not adjust the cost basis for all events. Contact your Financial Advisor for guidance on particular questions. For accounts with Choice Select pricing, the commissions paid on your eligible equity and option purchases and sales are applied to the Total Cost on a monthly basis. With respect to estimated gains and losses for listed equity options, we have taken into account option premiums paid or received and, in respect to multiple purchases and/or sales, calculated cost using an average unit price for all like positions. We are not responsible for any gain and loss information provided by you or another financial institution; you are responsible for ensuring the accuracy of such information. Whether provided by you, another financial institution or Morgan Stanley, it is your responsibility to ensure the accuracy of all of the Estimated Gain and Loss Information. For clients wishing to make versus purchase sales that information needs to be conveyed at the time of the sale. Unless you tell us otherwise, we use first in first out (FIFO) accounting. New Treasury regulations require that we report your adjusted cost basis and classify the gain or loss as either long-term or short-term on the sale of covered securities acquired on or after January 1, 2011. These regulations also require that we make basis adjustments due to wash sales, certain corporate actions and transfers by gift or inheritance, which will be reflected on your Form 1099-B. This section may not reflect all of the basis adjustments we are required to make for tax reporting purposes. The information in this section is provided for informational purposes only and should not be used in the preparation of your income tax returns.

P: When there is a "P" next to a transaction, this indicates that you have provided the trade history for this transaction; it was not available through Morgan Stanley Smith Barney LLC records.

Gain & Loss: Realized: 2013
As of 09:21 AM EST, 10/02/2013

NORTHFIELD TOWNSHIP-MIF FUND
C/O TOWNSHIP MANAGER
333-124228-118 AAA
Unincorporated Account / Unincorporated
\$484,366.53 (prev. dose) / Standard Cap

NORTHFIELD TOWNSHIP-MIF FUND
C/O TOWNSHIP MANAGER
8350 MAIN STREET, SUITE A
WHITMORE LAKE MI 48189-9041
(810) 599-5922 (M) | frnkth@wtp.northfield.mi.us

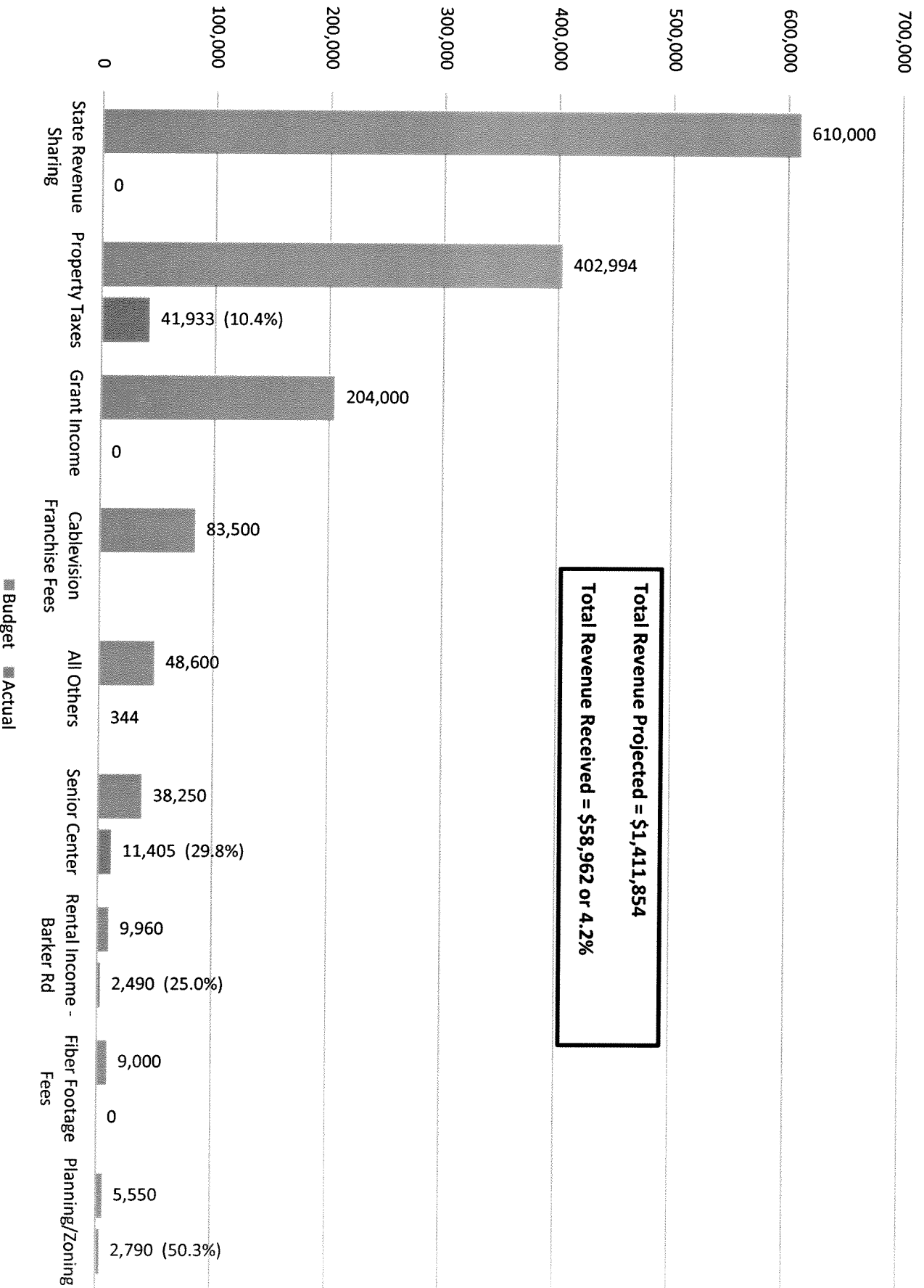
Morgan Stanley

SHORT TERM GAIN/LOSS									
SECURITY A	QUANTITY	DATE ACQUIRED	DATE SOLD	UNIT COST (\$)	TOTAL COST (\$)	ADJUSTED COST (\$)	PROCEEDS(\$)	G/L AMOUNT (\$)	HOLDING PERIOD
Feb 2 1/4 1-28-28 G/L Amount: -\$17,706.50	100,000,000	01/17/2013	09/30/2013	100.00	100,000.00	100,000.00	82,293.50	-17,706.50	short
Feb 2 1/2 1-28-28 G/L Amount: -\$16,923.50	100,000,000	03/25/2013	09/30/2013	100.00	100,000.00	100,000.00	83,076.50	-16,923.50	short
Short Term Total					\$200,000.00	\$200,000.00	\$165,370.00	-\$34,630.00	
LONG TERM GAIN/LOSS									
SECURITY A	QUANTITY	DATE ACQUIRED	DATE SOLD	UNIT COST (\$)	TOTAL COST (\$)	ADJUSTED COST (\$)	PROCEEDS(\$)	G/L AMOUNT (\$)	HOLDING PERIOD
Feb 2 1/4 8-23-27 G/L Amount: -\$23,883.00	150,000,000	08/17/2012	09/30/2013	100.00	150,000.00	150,000.00	126,117.00	-23,883.00	long
Feb 2 1/4 9-27-27 G/L Amount: -\$5,385.50	33,000,000	09/10/2012	09/30/2013	100.00	33,000.00	33,000.00	27,614.50	-5,385.50	long
Long Term Total					\$183,000.00	\$183,000.00	\$153,731.50	-\$29,268.50	
Grand Total					\$383,000.00	\$383,000.00	\$319,101.50	-\$63,898.50	

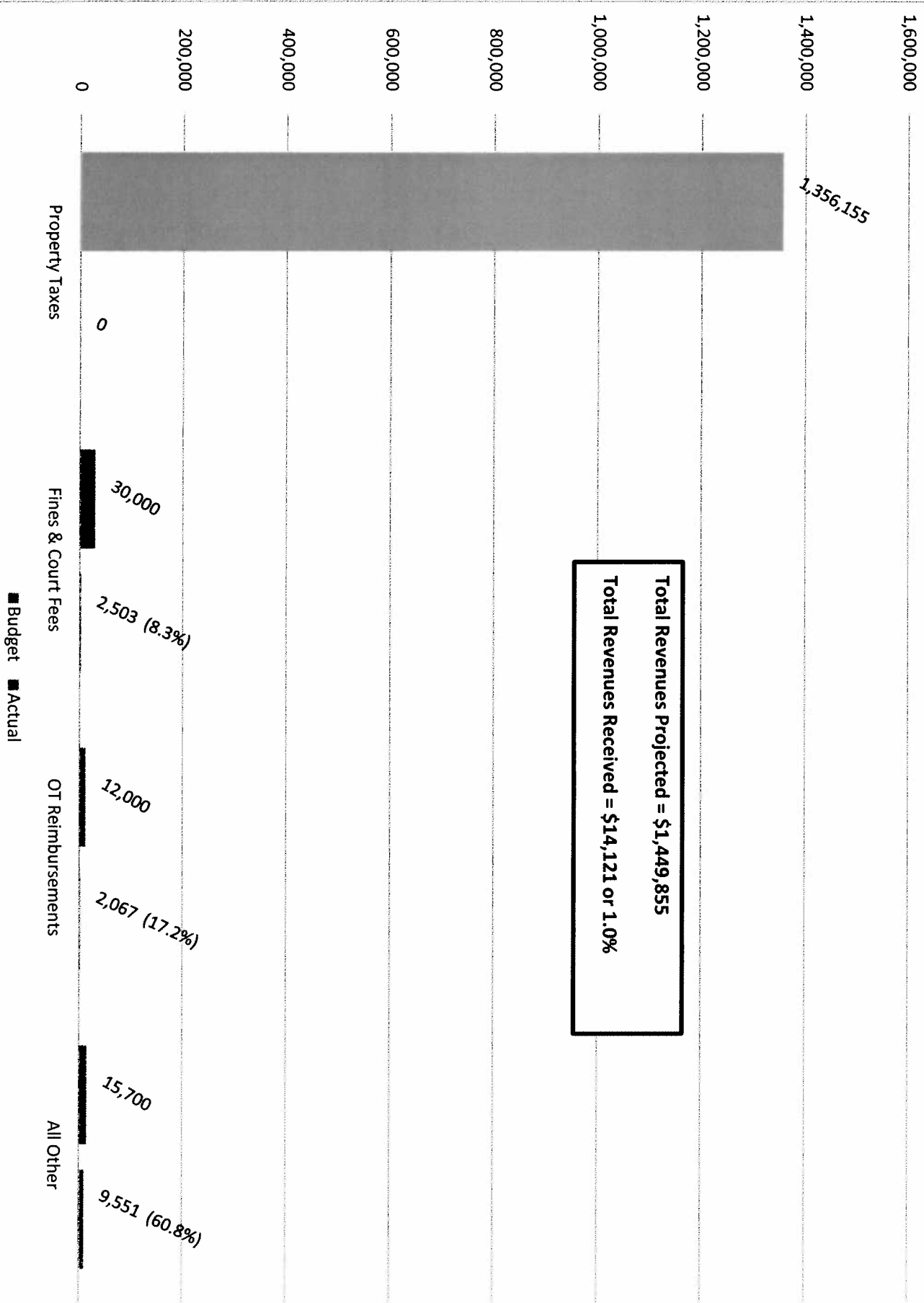
The gain and loss information is provided for informational purposes only, is not a substitute 1099 form (or any other appropriate tax form), and should not be used for tax preparation. Unrealized gain and loss values are estimates and should be independently verified. Morgan Stanley does not provide tax advice. We recommend that you contact your tax advisor to determine the appropriate use of this information. Past performance does not guarantee future returns. Gain and loss information is calculated based upon uniform standards and does not account for each individual client's particular circumstances such as the existence of hedging transactions or constructive sales. Although we make every effort to adjust the cost basis for securities' capital changes, we do not adjust the cost basis for all events. Contact your Financial Advisor for guidance on particular questions. For accounts with Choice Select pricing, the commissions paid on your eligible equity and option purchases and sales are applied to the Total Cost on a monthly basis. With respect to estimated gains and losses for listed equity options, we have taken into account option premiums paid or received and, in respect to multiple purchases and/or sales, calculated cost using an average unit price for all like positions.

We are not responsible for any gain and loss information provided by you or another financial institution; you are responsible for ensuring the accuracy of such information. Whether provided by you, another financial institution or Morgan Stanley, it is your responsibility to ensure the accuracy of all of the Estimated Gain and Loss information. For clients wishing to make versus purchase sales that information needs to be conveyed at the time of the sale. Unless you tell us otherwise, we use first in first out (FIFO) accounting. New Treasury regulations require that we report your adjusted cost basis and classify the gain or loss as either long-term or short-term on the sale of covered securities acquired on or after January 1, 2011. These regulations also require that we make basis adjustments due to wash sales, certain corporate actions and transfers by gift or inheritance, which will be reflected on your Form 1099-B. This section may not reflect all of the basis adjustments we are required to make for tax reporting purposes. The information in this section is provided for informational purposes only and should not be used in the preparation of your income tax returns.

NORTHFIELD TOWNSHIP GENERAL FUND Revenues Projected vs. Received

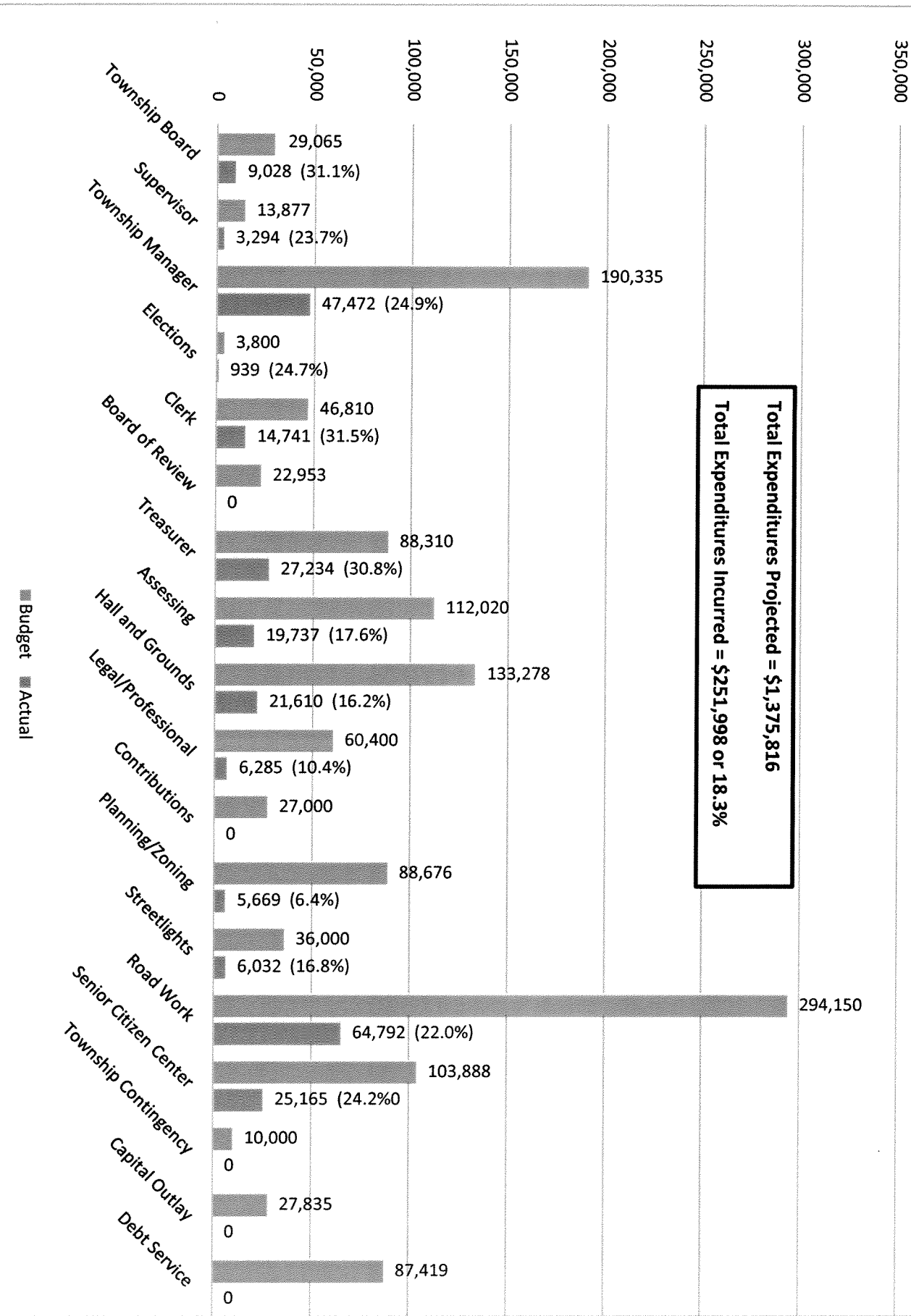


NORTHFIELD TOWNSHIP POLICE FUND Revenues Projected vs. Received

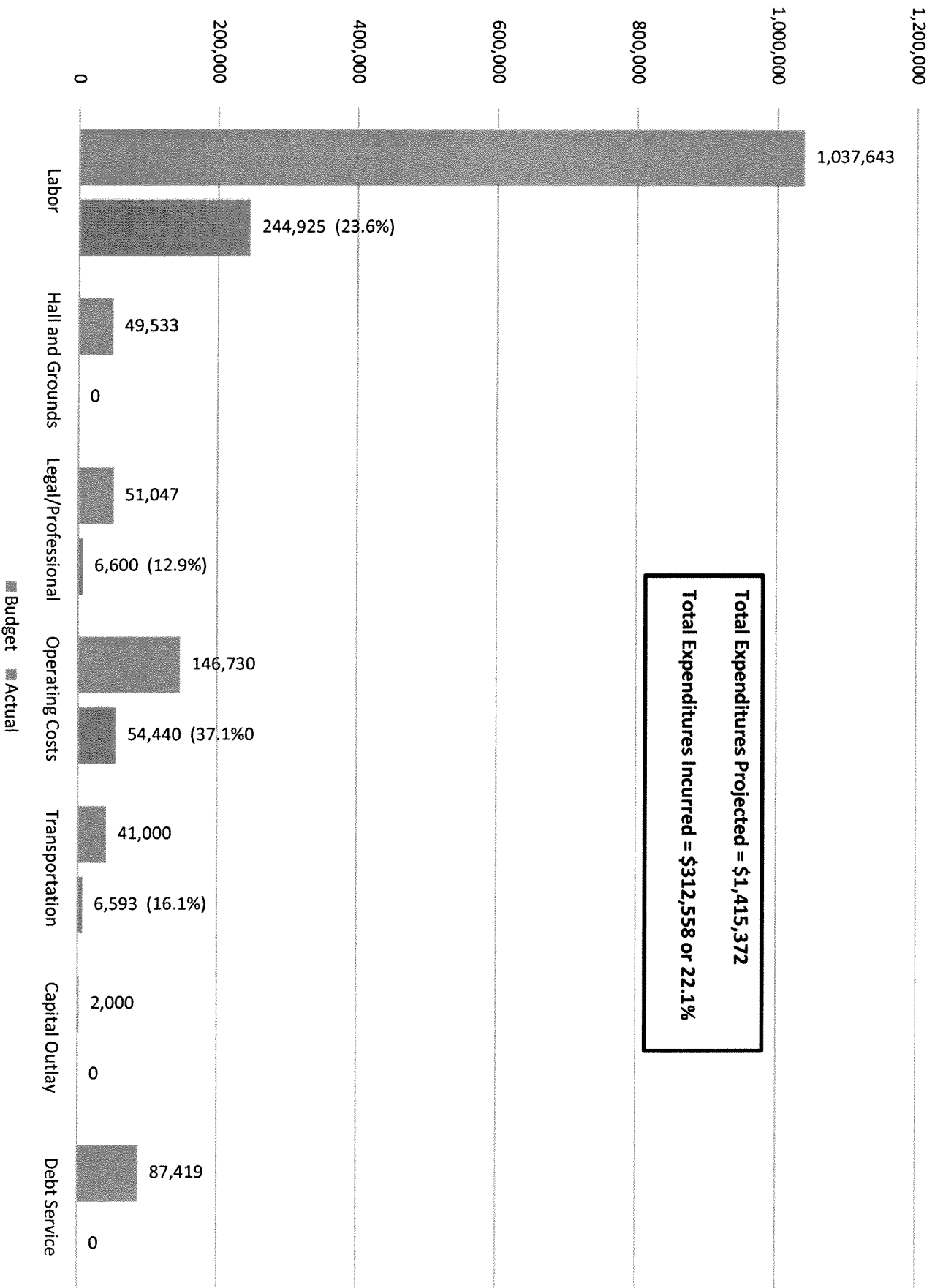


Total Revenues Projected = \$1,449,855
 Total Revenues Received = \$14,121 or 1.0%

NORTHFIELD TOWNSHIP GENERAL FUND Expenditures Projected vs. Incurred

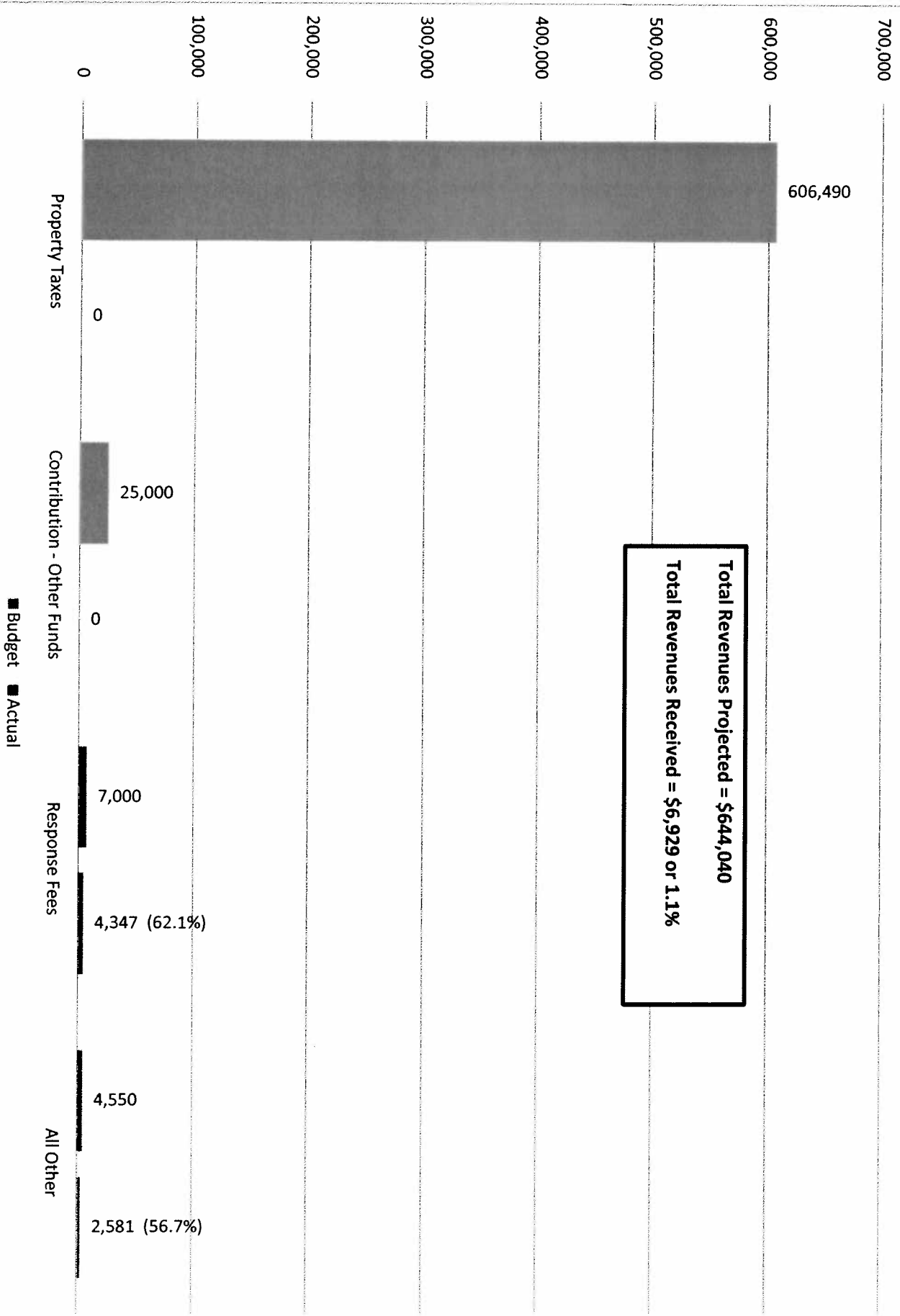


NORTHFIELD TOWNSHIP POLICE FUND Expenditures Projected vs. Incurred



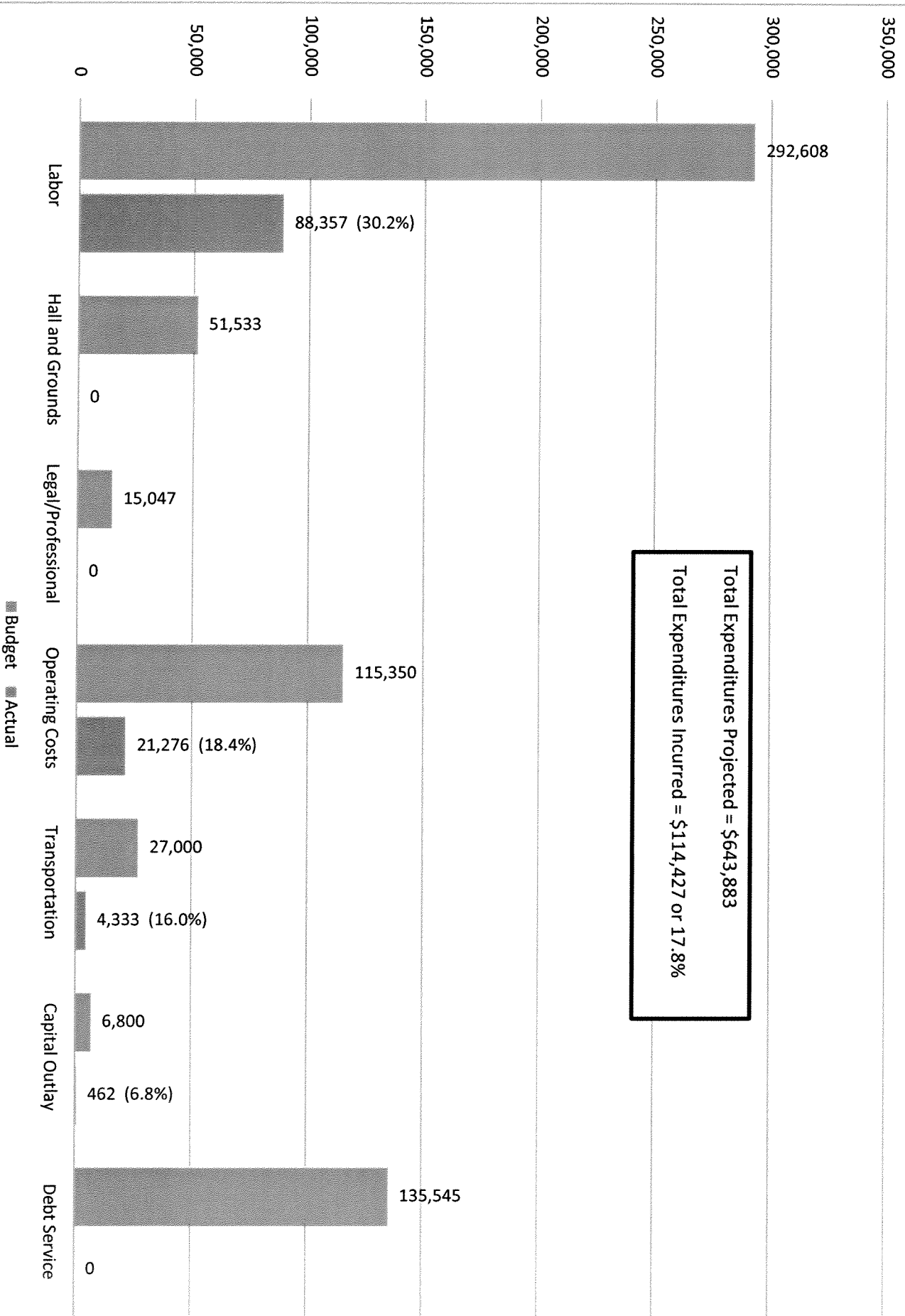
NORTHFIELD TOWNSHIP FIRE/MEDICAL RESCUE FUNF Revenues Projected vs. Received

Total Revenues Projected = \$644,040
Total Revenues Received = \$6,929 or 1.1%

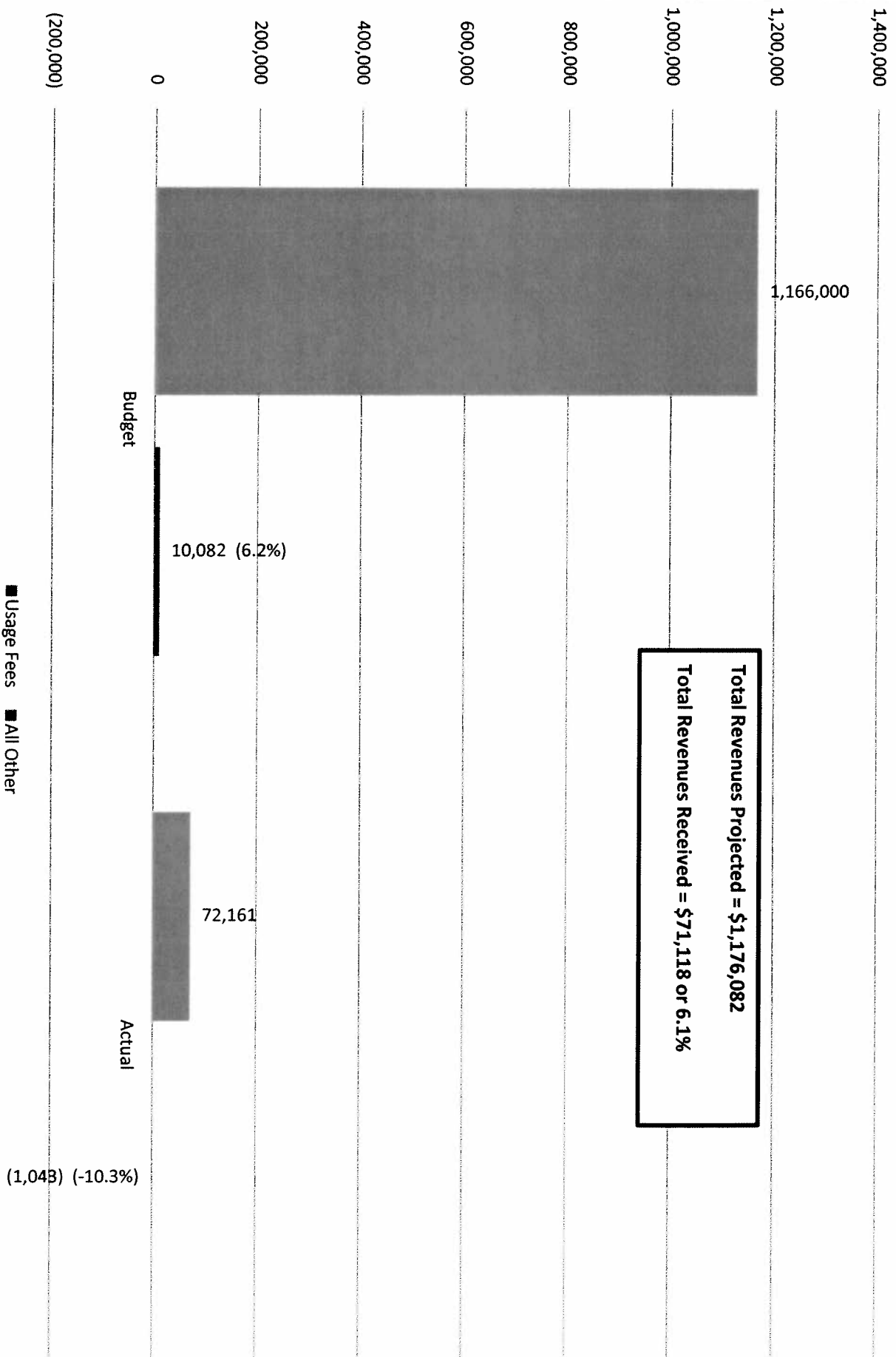


NORTHFIELD TOWNSHIP FIRE/MEDICAL RESCUE FUND Total Expenditures Projected vs. Incurred

Total Expenditures Projected = \$643,883
 Total Expenditures Incurred = \$114,427 or 17.8%



NORTHFIELD TOWNSHIP WWTP FUND Revenues Projected vs. Received



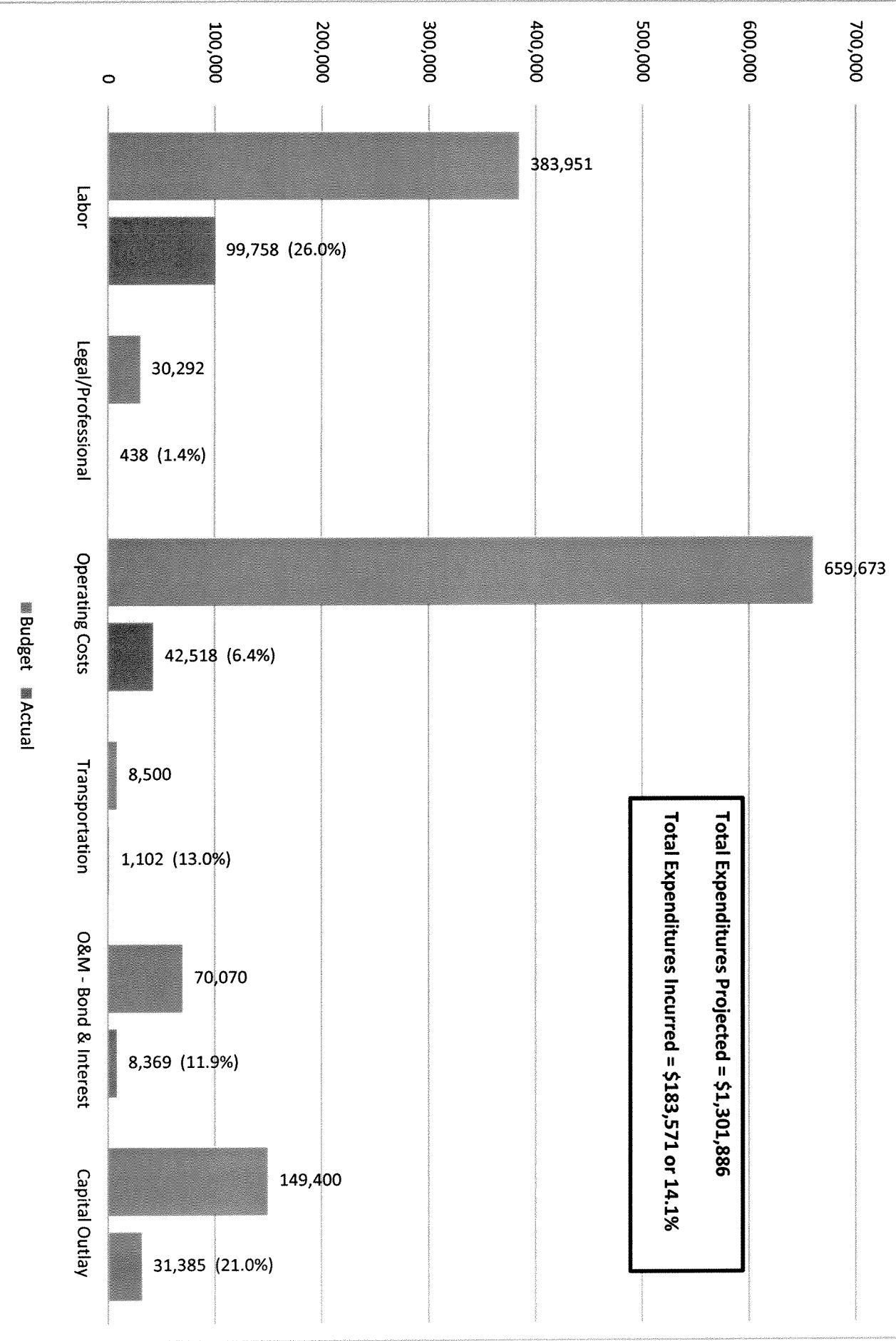
■ Usage Fees ■ All Other

(1,048) (-10.3%)

NORTHFIELD TOWNSHIP

WWTP FUND

Total Expenditures Projected vs. Incurred



Township Manager's Report

MDOT Bridge

A meeting has been scheduled with MDOT regarding the bridge over U.S 23 and N. Territorial. All of the stakeholders (MDOT, County, WATS, etc.) and design professionals will be present to go over the latest strategy and direction for this project. I will have more detailed information to report and next steps once that meeting occurs.

Non-Motorized Path

As many have inquired, construction began on the non-motorized path and ended somewhat abruptly. This was due to two primary reasons; a lack of required permits for the job (Soil Erosion and River Bank Permit) and an unforeseen blockage in the culvert under Myron's driveway. Prior to these issues, our contractor inadvertently hit a gas line and was unable to determine the location of a drain tile to set a stormwater structure. Currently, both outstanding permits that kept us from construction have been obtained. A redesign of the bridge embankment has been sent to MDOT for further consideration and we are awaiting approval of that detail. Digging is expected to commence early next week (approx: Tuesday). We will be cleaning out the culvert pipe under Myron's driveway and then re-televising, hoping that the pipe is intact and in proper working condition. Alternatively, we will need to dig up that pipe and replace it.

Website

We are in the beginning stages of design for the website. Mary and I were trying to acquire scenic and illustrative photos for the website design, but received minimal response. I decided to contract with Angela at the police department to provide us with a set of photographs that we can use for the website. They have been sent to Revize software and will form the basis of our initial design. I am hoping to have a mockup some time next week. If I receive it prior to the board meeting, I will present it Tuesday night.

Codification

All of our documents and ordinances have been scanned and sent to MuniCode. They are in the process of organizing everything and will be sending us a categorized listing of all the documents received. Next steps will be a legal review followed by an initial draft of our code. I believe we are still a few months away from receiving a document to review. Their legal review will take some time, as there are many ordinances, resolutions, minutes, etc to review.

Investments

The investment portfolio for Northfield Township (excluding the library) has been sold, with the exception of a few bonds that had earlier maturity dates. In your packets are details of the losses incurred, which total \$297,537. Next steps will be to determine where our cash ends up. Our broker is recommending a conservative, laddered CD approach. Now that the investment situation is somewhat resolved, I will be assisting Kathy with creating a process for collection of outstanding Personal Property Taxes.

Currently, we are trying to use the police HSA model, as it provides flexibility and keeps premiums low, but evaluate the costs of adding prescription drug coverage.

Rich Parquette did discover that the police department has been short changed health insurance dollars as part of their hard cap / HSA calculation. Northfield Township inadvertently included dental and vision costs in the calculation, which are not covered under the law. We will be adding additional dollars to the police HSA accounts to rectify this discrepancy.

Senior Center

Obviously, we are challenged by Jennifer's resignation. Over the last week, and will continue until a new director is hired, I have been opening and closing the senior center to ensure that the activities planned go on without interruption. I have communicated with the seniors I have run into, that whatever they need, I will do my best to accommodate. It is my hope that no programs or trips will be interrupted due to this situation. There are a few events upcoming, such as a Halloween party and field trip that I will assist with, so that these events take place as scheduled. I would like to thank Bill Wagner and Tim Green for helping with opening / closing the senior center when I was unable.

Parks and Rec / Dog Park

Construction will begin on the dog park next weekend. Miss Dig has been called and there are little to no utility conflicts. Randy and Chuck are coordinating the construction efforts. Next immediate steps with the parks and recreation committee will be a renewed focus on the Parks Master Plan.

Respectfully Submitted,

Howard Fink, Township Manager

NORTHFIELD TOWNSHIP

MEMO

To: Northfield Township Board
From: Howard Fink
Date: 10/3/2013
Re: Job Description: Senior / Community Center Director

Dear Township Board,

In creating the job description for the senior / community center director, my intention was to ensure that document clearly indicated that the first goal / focus would be to maintain the existing programming and activities at the senior center. Additionally, we are searching for an individual to help us evaluate potential new programming and how that would look for the Township. Ideally, we would find a person with the willingness and experience to tackle both opportunities. Please let me know if the description meets the boards expectations.

Respectfully Submitted,



Howard Fink

**Northfield Township
Senior / Community Center Director**

Responsibilities

The primary focus of this position will be to maintain the senior programming activities that currently exist while providing leadership, direction and a plan of action to the Township Board and Township Manager for expanding programming to additional populations, including kids, teens, families, etc. This individual will also be expected to engage with general community events such as the 4th of July Parade and look to establish additional community festivals / activities where appropriate.

Salary Range

As advertised and or depending on qualifications

Hours

Full-time, 40 hours per week with some evenings and weekend engagements

Benefits

As provided under Employee Handbook

Specific Duties and responsibilities

Develop, supervise, monitor and evaluate programs and events taking place under the center's sponsorship. Assess the communities' needs and interests for new programs, evaluate program successes or failure's and consider alternatives in the future.

Focus on intergeneration programming that involves the existing senior membership with additional age groups.

Working in collaboration with the school district and library, identify any gaps in programming for kids and young adults. Implement programming for kids, young adults, and families in conjunction with a strategic plan for expanding activities at the Center.

Assist with the preparation of the annual budget for the Center and in locating other sources of funding for programming.

Participate in the hiring, training, assignment and supervision of any paid or volunteer staff at the Center.

Maintain activity records and prepare related reports.

Submit monthly reports to the township board showing participation statistics, major events and relevant information that allow the board to analyze the success of programming at the community center.

Initiate and participate in activities to publicize and promote the activities and events of the center.

Make presentations and perform other community relation's work.

Within budgetary constraints, maintain an adequate supply of materials and equipment to assure successful community center operations.

Post and maintain a regular schedule of weekly office hours so that community members and the general public will be able to access the center.

Assist with any other duties and responsibilities as directed by the Township Board or Township Manager.

Education and / or Experience

At least four years experience in Planning activities and community programming for a wide range of populations. Experience with senior center programming and dealing with the needs of a senior population is encouraged. Experience in a parks environment, municipal setting, or program coordination is encouraged.

NORTHFIELD TOWNSHIP

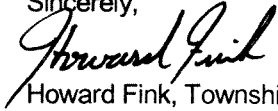
MEMO

To: Northfield Township Board
From: Howard Fink
Date: 10/3/2013
Re: Administrative Assistant

Dear Township Board,

From the workshop, a significant conversation was had regarding cross training and planning and building functions as it relates to my assistant. I did add that item to the job description, and will evaluate over time the best way to approach this issue. Regarding Planning and Building, my assistant will be more of a resource and extra help to both Pam and Mary, but not intended to take over the responsibilities. Please note, that this individual will be seen not just as my assistant, but as a part of the office team and will be required to fill in where necessary when needs arise.

Sincerely,



Howard Fink, Township Manager

Northfield Township
Administrative Assistant to the Township Manager

Responsibilities

Primary responsibilities include providing administrative support to the Township Manager. Assists with utility billing, payroll functions, tax collections, etc. Performs general office support functions including scheduling, correspondence, resident inquiries, meeting packets, etc.

Salary Range

As advertised and or depending on qualifications

Hours

Part time, up to 32 hours per week

Benefits

Part-time employees do not receive benefits

Specific Duties and responsibilities

Provide skilled and responsible confidential administrative support to the Township Manager and other staff.

Maintain a calendar of meetings and events for the Township Manager. Plan and schedule business meetings and help coordinate commission meetings and prepare packets.

Compose, prepare and review a variety of memorandums, correspondence, public notices, and documents for the Township Manager and office staff.

Answer questions and provide information to the public; receive citizen and client complaints and questions and refer to appropriate staff for resolution. Answer phone calls and receive visitors for the manager and general office enquiries. Take detailed messages for follow up.

Prepare and maintain a variety of files and filing systems. Prepare, maintain and update various records; research and verify information as requested, etc.

Assist with payroll processing and perform payroll functions when needed.

Assist with the administration of health insurance plans and workers compensation forms.

Assist with Sewer billing; including up keeping of accounts, quarterly billing, process ACH payments, etc.

Assist with coordinating freedom of information act requests.

Assist department heads with the upkeep of the Township's website.

Assist with planning and building department administrative issues.

Post job openings and requirements to appropriate media outlets.

Perform Other Tasks as requested by the Township Manager.

Knowledge, Skills and Abilities

At least five years experience providing administrative support to executive leadership / management. Excellent customer service skills and ability to work in a fast pace environment. Must be able to work in a team oriented office setting and maintain cooperative working relationships with staff, public officials, and the public. Comprehensive ability to effectively utilize a personal computer, and related word processing, spreadsheet and database management programs. Excellent verbal and written communications skills and ability to constructively deal with conflict and afford effective resolutions. Proven ability to organize and manage competing priorities.

NORTHFIELD TOWNSHIP

MEMO

To: Northfield Township Board
From: Howard Fink
Date: 10/3/2013
Re: Code Enforcement

Dear Township Board,

At the last workshop, I provided an update of Code, Zoning and Blight enforcement. We are working on the procedural steps to improve our enforcement by creating new ordinances as we have discussed. At the workshop, the board requested that we begin the process of identifying / advertising for a code enforcement officer up to 8 hours per week. We would still use Kurt for Building inspections and as a mentor / advisor until our new code enforcement officer is up to speed.

After conversations with Kurt, I am attaching a job description for the Townships code enforcement officer. I recommend the position be on a contractual basis. There are two options for vehicles, 1) either the township supply the vehicle and pay for gas / maintenance or 2) reimburse for mileage. From a cost perspective, I would rather reimburse mileage, but that might exclude a number of people from accepting the position. My recommendation to the board would be to leave open the option of supplying a township vehicle and gas / maintenance initially until we are able to identify a primary candidate and determine what their desire and demands are for accepting the position. Please note that if we supply a township vehicle, we would take one of the Police cars scheduled for auction. We would be required to pay the police fund the reasonable cost expected if the vehicle would have been sold at auction. These cars were purchased from police millage and the proceeds of any sale would be required to be deposited back to that fund.

I am recommending a \$25 per hour pay, which would be equivalent to \$10,400 per year in salary (initially, we might start out with less hours and see how that works). The rate is higher than normal considering the expectation that this individual have prior experience and help us implement a full code enforcement program. There will be no benefits provided, as this is a contractual position.

If approved, I will reach out to the individuals previously identified as possibilities for this position. In addition, we would advertise locally, in the Ann Arbor press and with the Michigan Municipal League. I would recommend moving forward with this position. By the time an individual is hired and begins with the Township we should have made significant progress on the ordinances.

Funds for this position, as it is not included in the budget will come from fund balance (approximately \$7,000 – 9,000) - assuming Kurt's workload is somewhat decreased.

Respectfully Submitted,



Howard Fink

Northfield Township

Code Enforcement Officer Position

GENERAL SUMMARY

This is a sworn enforcement position upholding property maintenance standards in accordance with local ordinances. Work includes inspecting, citing and abating nuisances and zoning violations. Direction is received from the Zoning Administrator, and the Township *Manager*. The employee is expected to initiate action to identify abatement needs.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Locates and identifies violations of the Township ordinances within the Township limits of Northfield.
- Appropriately enforces a range of Township ordinance violations, including, but not limited to, weeds, blight, sign's, zoning compliance, trash and refuse.
- Issues Summons and Complaints. Issues tickets when allowed by ordinance and when appropriate.
- Maintains records and supporting documents for all enforcement activities
- Assists the township attorney in court cases and testifies
- Performs regular ordinance compliance inspections of the Township
- Coordinates actions with state and county agencies, township building inspectors and law enforcement
- Performs daily inspection of equipment; responsible for the safe operation of assigned equipment
- Performs related work within the general knowledge, skills and abilities set forth

KNOWLEDGE, SKILLS AND ABILITIES

A High School Diploma or GED, or any combination of education and experience that demonstrates ability to successfully perform the functions of Code Enforcement Officer:

- Ability to enforce assigned ordinances in a fair and impartial manner;
- Possess and maintain a valid Michigan driver's license and a safe driving record.
- Ability to read, understand, and execute oral and written instructions and ordinances;
- Ability to work outdoors for extended periods, often under unfavorable weather conditions;
- Ability to deal with the public, under potentially difficult and emotional circumstances, in a tactful, pleasant, and courteous manner;
- Ability to operate a personal computer and software to enter data, access computer files, compile and generate reports;

- Ability to set daily schedules;
- Ability to provide quality services in a cost-effective manner and to recommend improved methods of performing the work;
- Ability to establish and maintain effective working relationships with supervisors, coworkers and the public;
- Ability to physically perform essential functions of the job;
- Ability to operate assigned equipment skillfully, safely, and in conformance with applicable laws and regulations;

PHYSICAL DEMANDS

The physical demands characterized here, epitomize those that must be met by an employee to properly perform the integral functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

In order to properly perform the integral functions of this job, the employee is occasionally required to sit, taste or smell. Frequently, the employee is required to: stand, stoop, kneel, crouch, or crawl; climb or balance. It is crucial to the outcome of job tasks that the employee is able to walk; talk or hear; use hands to finger, handle, or feel objects; and reach with hands and arms on an extensive basis.

The employee in this classification will be required to lift objects of up to 100 pounds occasionally. Vision requirements for this position include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

WORKING CONDITIONS

Occasionally, the employee will deal with irate, abusive and disorderly people; deal with the public in difficult and emotional situations involving potentially dangerous people, animals and objects; and have exposure to all weather conditions. Employee may be required to work irregular hours and weekends when scheduled.

NORTHFIELD TOWNSHIP

MEMO

To: Northfield Township Board

From: Howard Fink

Date: 10/3/2013

Re: Ordinance 12-17

Dear Township Board,

At the last meeting, the issue of ordinance #12-17 was addressed, both for potential health insurance and for the previous increase in Ad&d Benefits for board members. At this time, we are just looking at this ordinance with respect to the Ad&d benefits and any potential discrepancies in the future if similar situations occur. At this time, Marilyn indicated that she is still investigating private options and to my knowledge, no part time individuals have expressed interest. Given that we have limited interest and the uncertainty of health care costs, I would at this time recommend tabling this issue. On the issue of the ordinance, our attorney has made the following recommendations related to the Ad&d benefits.

Respectfully Submitted,



Howard Fink

ORDINANCE NO. 12-17
NORTHFIELD TOWNSHIP BENEFITS ORDINANCE

AN ORDINANCE TO PROVIDE FOR THE ESTABLISHMENT, MAINTENANCE, ADMINISTRATION, AMENDMENT, AND TERMINATION OF PENSION, INSURANCE, AND OTHER BENEFITS AND PLANS FOR OFFICIALS AND EMPLOYEES OF NORTHFIELD TOWNSHIP; AND TO PROVIDE FOR THE VALIDATION AND RATIFICATION OF EXISTING PENSION, INSURANCE, AND OTHER BENEFIT PLANS FOR OFFICIALS AND EMPLOYEES OF THE TOWNSHIP PURSUANT TO THE ENACTING AUTHORITY PROVIDED BY MCL 41.110b.

THE TOWNSHIP OF NORTHFIELD, WASHTENAW COUNTY, HEREBY ORDAINS:

The Northfield Township Board has established a pension plan, and group medical, disability, dental, optical, and life insurance for full time employees and elected official as authorized by MCL 41.110b; has funded those benefits annually pursuant to resolutions; that officers and employees of the township have relied upon the plan and benefits provided; and that in order to satisfy the formal requirements of MCL 41.110b(5), this ordinance is adopted.

(1) This ordinance shall be known and cited as the "Northfield Township Benefits Ordinance".

(2)The Township Board of Trustees is hereby empowered and authorized to do all or part of the following:

(a) Create, establish, and contract for a retirement plan, and group medical, disability, dental, optical, and life insurance to cover each person within the following classes of township officers and employees, and the dependents of such persons:

(i) Elected township officers and officials, and dependents of those officers or officials until noon on November 20, 2012; thereafter, elected township officers and officials and their dependents shall not be eligible for the benefits coverage authorized herein.

(ii) Township employees and appointed deputies of elected officials regularly scheduled to work 36 hours or more per week, along with salaried employees, and dependents of those employees

(iii) Any classes of retired township employees, and dependents of those retired employees.

(b) Establish a retirement system for eligible officials and employees and provide for financing, funding, and the payment of benefits, or make contracts of insurance with an insurance company authorized to transact business within this state.

(c) Make arrangements with a prepayment plan authorized to transact business within the state, insuring and covering 1 or more of the following under policies of group insurance or

prepayment plan contracts, or both, covering life, accident, dental care, vision care, health, hospitalization, and medical and surgical service and expense insurance.

(d) Establish a cafeteria plan authorized under section 125 of the internal revenue code of 1986 for its eligible elected or appointed officers and employees, and dependents of those eligible officers and those employees. As used in this subdivision, "cafeteria plan" means that term as defined in section 125 of the Internal Revenue Code of 1986.

(e) Contract with a company that grants annuities or pensions for the pensioning of the eligible officers and employees and for these purposes pay any part of the premiums or charges for insurance, prepayment plan coverage, annuities, or pensions.

(f) Offer any other employment benefit authorized by state or federal law.

(g) Subject to applicable law, prospectively amend, modify, change, limit, or terminate any plan, policy, or benefit authorized by this ordinance.

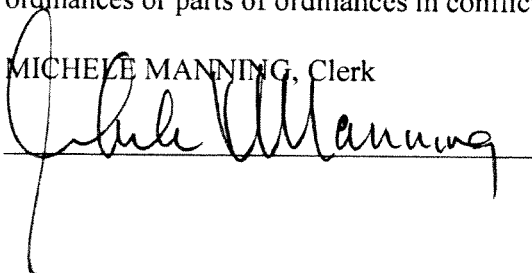
(3) Notwithstanding any other provision of law, the proper disbursing officer of the Township may deduct from an officer's or employee's pay, salary, or compensation that part of the premium or charge that is payable by the officer or employee.

(4) A contract of insurance or arrangement for prepayment plan coverage may provide that each elected or appointed officer or employee becoming eligible for insurance or coverage becomes insured or covered automatically when he or she becomes eligible, subject to any actively-at-work requirements or effective retirement dates specified in the contract or arrangement. If the insurance or coverage under the contract or arrangement requires contributions from the individual, any individual desiring not to be insured or covered under the contract or arrangement shall give written notice to his or her employing office that he or she desires not to be insured or covered, and if the notice is received before the individual has become insured or covered under the contract or arrangement, he or she shall not be insured or covered. If the notice is received after the individual has become insured or covered, his or her insurance or coverage under the contract or arrangement shall cease as provided for in the contract or arrangement.

(5) All Township employee benefit plans in existence on the effective date of this ordinance, based upon prior actions authorized by the Board of Trustees to procure, establish, maintain, fund, finance, offer, provide, disburse, pay for and insure employment benefits for employees and retirees, are ratified and affirmed, and shall be deemed valid to the extent consistent with the authority granted herein.

(6) This ordinance shall take effect thirty (30) days after the date of its publication. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

MICHELE MANNING, Clerk

A handwritten signature in cursive script, appearing to read "Michele Manning", is written over a horizontal line. The signature is written in black ink and is positioned below the typed name "MICHELE MANNING, Clerk".

NORTHFIELD TOWNSHIP, WASHTENAW COUNTY, MICHIGAN

ORDINANCE NO. 13-__

NORTHFIELD TOWNSHIP BENEFITS ORDINANCE

**AN ORDINANCE AMENDING NORTHFIELD
TOWNSHIP ORDINANCE NO. 12-17**

AN ORDINANCE TO AMEND NORTHFIELD TOWNSHIP ORDINANCE NO. 12-17, WHICH PROVIDES FOR THE ESTABLISHMENT, MAINTENANCE, ADMINISTRATION, AMENDMENT, AND TERMINATION OF PENSION, INSURANCE, AND OTHER BENEFITS AND PLANS FOR OFFICIALS AND EMPLOYEES OF NORTHFIELD TOWNSHIP; AND TO PROVIDE FOR THE VALIDATION AND RATIFICATION OF EXISTING PENSION, INSURANCE, AND OTHER BENEFIT PLANS FOR OFFICIALS AND EMPLOYEES OF THE TOWNSHIP PURSUANT TO THE ENACTING AUTHORITY PROVIDED BY MCL 41.110b.

THE TOWNSHIP OF NORTHFIELD, WASHTENAW COUNTY, HEREBY ORDAINS:

SECTION 1: AMENDMENTS.

Amendment No. 1: Repeal the follow words as set forth in Section (2)(a)(i):

- (i) Elected township officers and officials, and dependents of those officers or officials until noon on November 20, 2012; thereafter, elected township officers and officials and their dependents shall not be eligible for the benefits coverage authorized herein.

Amendment No. 2: Add the following words in a new Section (2)(a)(i), which shall state:

- (i) Elected township officers and officials, and dependents of those officers or officials, so long as the provision of such benefits to elected township officers and officials, and dependents of those officers and officials. does not increase the cost of the premium paid by the Township for the provision of such benefits.

SECTION 2: SURVIVAL.

The remainder of Northfield Township Ordinance 12-17 shall remain as written and in full force and effect,.

SECTION 3: SEVERABILITY.

The various parts, sections and clauses of this Ordinance are hereby declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby.

SECTION 4: REPEAL.

All ordinances or part of Ordinances of Northfield Township inconsistent or in conflict with this Ordinance are repealed.

SECTION 5: EFFECTIVE DATE.

This Ordinance will become effective thirty (30) days after publication in a paper of general circulation in Northfield Township.

SECTION 6: WHERE ORDINANCE CAN BE INSPECTED.

A copy of this Ordinance can be obtained from the Clerk of Northfield Township at the offices of Northfield Township located at 8350 Main Street, Whitmore Lake, MI 48189.

SECTION 7: PUBLICATION.

This Ordinance upon adoption is ordered to be given publication as required by law.

Motion by _____, seconded by _____ to adopt Ordinance No. _____.

Vote:

_____	Supervisor
_____	Clerk
_____	Treasurer
_____	Trustee
_____	Trustee
_____	Trustee
_____	Trustee

The foregoing Ordinance was duly adopted at a regular meeting of the Northfield Township Board of Trustees held on the _____ day of _____, 2013.

Supervisor of Northfield Township

Clerk of Northfield Township

NORTHFIELD TOWNSHIP
Inter-Office Memo

September 30, 2013

To: Township Board of Trustees – through Howard Fink – Township Manager

From: Jay Singh – Township Assessor

The State Tax Commission requires local units to have a written Policy and Procedures for public inspection and copying of public records during customary business hours for the public employee to follow uniformly.

The Township of Northfield has not adopted such a policy so far. The State Tax Commission has a model draft on such policy on their website.

I have drafted the policy and procedures [based on the STC model] to be adopted by the governing body of the township for your review and vote to establish and adopt.

Encl: Policy and Procedure for Public Inspection and Copying of Public Records

NORTHFIELD TOWNSHIP
8350 MAIN ST. P.O.BOX 576
WHITMORE LAKE, MI 48189

**POLICY AND PROCEDURE FOR INSPECTION AND COPYING OF
PUBLIC RECORDS DURING CUSTOMARY BUSINESS HOURS**

RESOLUTION NO _____ - _____

WHEREAS, pursuant the State Tax Commission guidelines , the Township Board is authorized to adopt Policy and Procedures Guidelines for inspection and copying of public records during customary business hours.

NOW, THEREFORE, IT IS RESOLVED that the following policy and procedures are adopted to be followed by the township staff:

- 1) Requests for public inspection and copying of public records may be made verbally and/or in writing.
- 2) Said requests may be directed to the township/city official and/or authorized individual responsible for said public records.
- 3) Any requests made pursuant to Michigan's Freedom of Information Act, shall be made to the FOIA coordinator and shall be subject to the statutory requirements of FOIA
- 4) If verbal request is made, the responding township/city official and/or authorized individual shall prepare a checklist of items/records requested to be copied and/or inspected. Said listing shall be presented to the requesting party on the date set for inspection or copying.
- 5) The responding township/city official and/or authorized individual may require the requesting party to counter sign the check list to indicate compliance with the verbal request.
- 6) The responding township/city official and/or authorized individual shall be responsible for the production of the requested copies.
- 7) The requesting party shall be billed for the copies and preparation time, if applicable, pursuant to the schedule of charges established by the Township Board/City Council.
- 8) If the request is for inspection of public record, the responding township/city official and /or authorized individual shall respond in a timely manner, not to exceed 5 business days, from the date of said request. Said response shall indicate the date, time and place when said public Inspection of the requested public records shall take place.

- 9) The establishment of the date and time of the public inspection of the requested public records shall be in the discretion of the responding township official and/or authorized individual. The place designated for the requested inspection shall be the Township/City Hall or the location where said public records are officially retained.

- 10) The responding township/city official and/or authorized individual shall allow such inspection between the hours of 8:30 AM and 4:30 PM, Monday through Friday, unless mutually agreed to by the responding township official/city and/or authorized individual



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MEMORANDUM

TO: Northfield Township Board of Trustees
FROM: Douglas J. Lewan, Community Planner
DATE: September 4, 2013
RE: Items for Board Consideration

There are two items that are presented for your action as summarized below:

1. Section 10.01.D Accessory Uses and Buildings. The Planning Commission held a public hearing on August 21 regarding accessory buildings. The purpose of this amendment is to allow accessory structures in the front yard (not front setback) of parcels in the AR Agricultural District and LR Low Density Residential District. This was brought up to us as an issue by the Township Building Official and the cause of variance requests.

The proposed change will allow access structures to be located between the front of the home and front yard setback. Currently this is not permitted and creates the need for a variance whenever it is proposed. This is a common sense change that will reduce the number of variances that are received by the Township.

2. Amendment to Section 2.03 Definitions, and Section 3.19 Water and Sewage Facilities. This is an amendment that allows "Privately Owned Community Sewage Systems" (POCSS) in Northfield Township. The current ordinance prohibits these systems.

I would point out that the public hearing on this item was held by the Planning Commission on October 20, 2010. For whatever reason this item was not moved on to the Township Board back in 2010. As the allowance of POCSS might become an issue in the Township as the economy improves I would recommend that the Board adopt these provisions at your earliest convenience.

Thank you for your consideration of these two items. Should you have any questions please contact me prior to your meeting.

[Amend Sec. 2.03 Definitions by adding the following definition]:

PRIVATELY-OWNED COMMUNITY SEWAGE SYSTEM (POCSS) – A facility which is owned by a non-governmental entity and is designed, constructed, operated, and maintained to transport, collect, process, and treat sanitary sewage from more than one dwelling unit or structure. The system shall include any individual septic tanks, pumps, lines, and appurtenances serving each dwelling unit or structure in addition to facilities, sewers, and appurtenances that serve more than one dwelling unit or structure.

[Amend Sec. 3.19 Water and Sewage Facilities as follows]:

Every principal building shall be connected to a water supply well and a sewage disposal system approved by the Washtenaw County Health Department (WCHD), Michigan Department of Natural Resources and Environment (MDNRE), or the Northfield Township sanitary sewer system, where available. The ~~Health Department's~~ approval of the WCHD, MDNRE, or Township shall be obtained before a building permit or a certificate of occupancy, whichever is applicable, may be issued.

POCSS may be permitted in areas of the Township that are not served by the central waste water treatment system, subject to the approval of the Northfield Township Board of Trustees and the State of Michigan and/or Washtenaw County as noted below.

Privately-Owned Community Sewage System (POCSS) shall be regulated by the following County and State standards:

- A. Washtenaw County Regulation for Privately-Owned Community Sewage Systems.
- B. Michigan Department of Natural Resources and Environment (MDNRE) Privately Owned, Publicly Used Sewage Systems Permit Approval.

Privately owned or operated community water supply systems shall be prohibited in any part of Northfield Township.

POCSS shall require a conditional use permit from the Township Board in accordance with the procedures and standards set forth in Section 63.0 Conditional Uses. POCSS shall be strictly prohibited in areas of the Township served by public sanitary sewers unless it is determined, in the sole discretion of the Township Board, the proposed project to be served by the system provides a recognizable and material benefit to the community and/or provides long-term protection of natural resources and environmental features. In addition to the requirements established by the Township, the State of Michigan and/or Washtenaw County, the following site development and use requirements shall apply:

- A. Required standards and findings set forth in Section 63.07 shall be met.
- B. All structures shall be completely enclosed by a fence not less than six (6) feet high.
- C. All operations and structures shall be surrounded on all sides by a setback of at least two hundred (200) feet in width from the nearest dwelling located within a development project served by a POCSS and at least two hundred (200) feet from a property line shared with an adjacent property. Landscape buffering in accordance with Section 60.25 shall be placed to minimize the appearance of the installation and to help confine the odors therein. The Township Planning Commission and Township Board shall have the authority to review the design and treatment of all buffer strips.
- D. The point of discharge of a POCSS shall be located a minimum of:
 - a. Fifteen hundred(1500) feet from another approved POCSS.
 - b. Two thousand (2000) feet from an established public well head protection area.
 - c. ~~Two hundred (200)~~ One hundred (100) feet from a wetland.
 - d. ~~Two hundred (200)~~ One hundred (100) feet from the ordinary high water mark of any body of water.
- E. A POCSS should be restricted to a single development project and shall not provide service to other properties and/or development projects.
- F. The area devoted to a POCSS shall not be used to satisfy open space required by any other provisions of this Ordinance.
- G. The number of units served by the POCSS shall not exceed the allowable density of the zoning district in which the project is situated and be in conformance with the Northfield Township Master Plan.

Article 10.0 SCHEDULE OF REGULATIONS

Section 10.01 General Provisions

D. Accessory Uses and Buildings

Where a lot is devoted to a permitted principal use or a permitted conditional use, accessory uses are permitted as listed in the applicable zoning district. Accessory uses and buildings shall be subject to the following regulations:

- 1. Where the accessory building is attached to the principal building, it shall be subject to all regulations of the district in which located.
- 2. In any ~~rural, suburban or urban~~ SR-1, SR-2, or MR residential district, accessory uses and buildings not attached to the principal building shall not:
 - a. Be located in front of the rear line of the principal building or, in the case of a corner lot, in the required side yard;
 - b. Be located less than five (5) feet from an interior side or rear property line;
 - c. Exceed fifteen (15) feet in height, ~~except in the AR Agricultural district where buildings may be constructed for agricultural purposes.~~
- ~~3.~~ 3. In any LR, SR-1, SR-2, or MR district, not more than thirty-five (35%) of the minimum required rear yard may be occupied by accessory structures.
- ~~3-4.~~ 3-4. In any AR or LR district, accessory structures may not be located in any required setback.
- ~~4-5.~~ 4-5. In any business or industrial district, any accessory use or building not attached to the principal building shall comply with all area, placement, and height regulations of the district in which located.
- ~~5-6.~~ 5-6. In any business or industrial district, except the AR Agricultural district where buildings may be constructed for agricultural purposes, the ground floor area of an accessory building shall not exceed the ground floor area of the principal building.
- ~~6-7.~~ 6-7. In any zoning district, a detached accessory building shall be located at least ten (10) feet from any other principal or accessory building.
- ~~7-8.~~ 7-8. No accessory building shall be used prior to the principal building or use, except as a construction facility for the principal building of a low shall be made a structural part thereof and shall comply with the provisions of this Ordinance.

8.9. Accessory structures that are intended to be made a structural part of an existing or proposed principal building shall meet the following requirements:

- a. Continuous foundations shall be required for habitable and occupiable space.
- b. Porches with roofs structurally attached to the principal building shall have continuous footings.