

NORTHFIELD TOWNSHIP BOARD AGENDA
February 14, 2017 - 7:00 PM
8350 Main Street, 2nd Floor

CALL TO ORDER
INVOCATION/PLEDGE
ROLL CALL
CONSENT AGENDA: Minutes, Bills
ADOPT BALANCE OF AGENDA
CALL TO THE PUBLIC
BOARD CLARIFICATION
CORRESPONDENCE AND ANNOUNCEMENTS

REPORTS/UPDATES

- Department Head Reports
- ZBA Report
- Planning Commission Report
- Parks and Rec Report
- Financial Report
- Supervisor's Report

AGENDA ITEMS

1. Proclamation celebrating the life and honoring the memory of Debra Mozurkewich and naming in her honor the Non-Motorized Path along Barker Road
2. Receive the recommendation of a construction firm for the completion of the Barker Road non-motorized path, decide on path composition, and authorize construction
3. Receive the resignation of Rick Yaeger, township controller, and authorize posting for another
4. Amend the board meeting calendar to clarify that all meetings including workshop meetings may contain action items and will therefore be classified as regular meetings
5. Ordinance #17-53 – Planning Commission recommendation to repeal two zoning districts and rezone all affected parcels to the GC-General Commercial District, amend uses in the GC District and repeal or revise standards in several sections of the ordinance
6. Authorization to hire auxiliary fire fighter Brion Cooley
7. Authorization to waive fees associated with establishing addresses for temporary signals as part of the US 23 MDOT project
8. Authorize the township attorney to complete the purchase of three parcels in the Summer Homes area for the 7 Mile Preserve subject to obtaining the appropriate closing documents. The parcel numbers are B -02-08-204-031, B -02-08-204-032 and B -02-08-204-034. The total taxes owed on the 3 parcels are \$1082.21 which will be paid by the township in exchange.
9. Use of the Community Park for access to the US 23 – 8 Mile bridge area for bridge and highway construction
10. Discussion of the duties in the township manager job description

* Denotes previous backup; + denotes no backup in package

This notice is posted in compliance with PA 267 of 1976 as amended (Open Meetings Act) MCLA 41.72A (2) (3) and the Americans with Disabilities Act. (ADA) individuals with disabilities requiring auxiliary aids or services should contact the Northfield Township Office, (734-449-2880) seven days in advance.

11. Discussion of assignment of non-statutory duties to the supervisor
12. Discussion of hiring a township manager +

2nd CALL TO THE PUBLIC
BOARD MEMBER COMMENTS
ADJOURNMENT

* Denotes previous backup; + denotes no backup in package

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**NORTHFIELD TOWNSHIP
Township Board
Minutes
January 10, 2017**

CALL TO ORDER

The meeting was called to order at 7:05 P.M. by Supervisor Chockley at 8350 Main Street.

PLEDGE/INVOCATION

Supervisor Chockley provided a brief invocation and led those present in the Pledge of Allegiance.

ROLL CALL

Marlene Chockley, Supervisor	Present
Kathleen Manley, Clerk	Present
Lenore Zelenock, Treasurer	Present
Tawn Beliger	Present
Janet Chick, Trustee	Present
Wayne Dockett, Trustee	Absent with notice
Jacki Otto, Trustee	Present

Also present:

Wastewater Treatment Plant Superintendent
Tim Hardesty
Public Safety Director William Wagner
Community Center Director Tammy Averill
Township Attorney Brad Maynes
Recording Secretary Lisa Lemble
Members of the community

CONSENT AGENDA:

- Minutes
- Bills

Otto asked that the Bills be pulled for discussion. Chockley asked that the Minutes be pulled for corrections.

ADOPT BALANCE OF AGENDA

Chockley added a reaffirmation of a rezoning previously acted upon as Item 9 and Bills and Minutes as Item 10.

- ▶ **Motion:** Chick moved, Otto supported, that the balance of the agenda be adopted as presented. **Motion carried 6—0 on a voice vote.**

FIRST CALL TO THE PUBLIC

Udo Huff, 6431 Whitmore Lake Road, made comments opposed to hiring an interim Township Manager.

BOARD MEMBER COMMENTS

Otto replied to Huff's comments, providing information about what would have to be done to eliminate the Township Manager position.

CORRESPONDENCE AND ANNOUNCEMENTS

The Board invited the public to a Community Park Master Plan Public Workshop on Tuesday, January 17th.

REPORTS

Fire and Police. Wagner answered questions about the Fire Inspector, a substitution being used for Epi-Pens, and billing for service calls involving non-Township residents.

Wastewater Treatment Plant. Hardesty answered a question about the Shadowwood Farms pumping station

Senior Center. The Board complimented Averill on increased participation and asked about problems with receiving background checks from the County for the Meals on Wheels program.

Financial. Zelenock reported a problem with office equipment and she is working with the bank regarding a renewal of collateralizing of Township funds.

Parks and Recreation, Zoning Board of Appeals, and Planning Commission. Did not meet.

Supervisor's Report. Chockley referred to her report and provided additional information about the DEQ's Redevelopment Ready Community program and the January 21st Board retreat, and the Board briefly discussed upcoming road improvement projects and a planned presentation by the Washtenaw County Road Commission.

AGENDA ITEMS

1.

Proclamation in Honor of Debra Mozurkewich

Tabled to February 14th to allow family members to attend.

2.

Appointments

a. Planning Commission. Amy Steffens, John Zarzecki, Cecilia Infante, David Gordon, Craig Warburton, and Ken Dignan spoke about their interest in serving, their experience and other qualifications, and their vision for the Township.

- ▶ **Motion:** Chockley moved, Zelenock supported, that John Zarzecki be appointed to the Planning Commission for the term ending December 31, 2017. **Motion carried 6—0 on a voice vote.**

- ▶ **Motion:** Chockley moved, Zelenock supported, that Amy Steffens be appointed to the Planning Commission for the three year term ending December 31, 2019. **Motion carried 6—0 on a voice vote.**

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Public Safety Building; 8350 Main Street
January 10, 2017**

- ▶ **Motion:** Chockley moved, Zelenock supported, that Cecilia Infante be appointed to the Planning Commission for the three year term ending December 31, 2019. **Motion carried 6—0 on a voice vote.**

b. Zoning Board of Appeals.

- ▶ **Motion:** Chockley moved, Beliger supported, that Stephen Safranek be appointed to the Zoning Board of Appeals for the three year term ending December 31, 2019. **Motion carried 6—0 on a voice vote.**
- ▶ **Motion:** Chockley moved, Beliger supported, that Jeff Lehrke be appointed as alternate to the Zoning Board of Appeals for the three year term ending December 31, 2019. **Motion carried 6—0 on a voice vote.**

c. Farmland and Natural Areas Preservation Committee.

David Perry, Susan Shink, Michael O'Shea, Julia Henshaw, Victor Volkman, Mary Robinson, Beverly Patterson, Jacob Donner, and Patrick Kelley, spoke about their interest in serving, their experience and other qualifications. Chockley said she sees this committee operating for one or two years.

- ▶ **Motion:** Chick moved, Chockley supported, that Patrick Kelley be appointed to the Farmland and Natural Areas Preservation Committee. **Motion carried 6—0 on a voice vote.**
- ▶ **Motion:** Otto moved, Chick supported, that Michael O'Shea be appointed to the Farmland and Natural Areas Preservation Committee. **Motion carried 6—0 on a voice vote.**
- ▶ **Motion:** Beliger moved, Chick supported, that Mary Robinson be appointed to the Farmland and Natural Areas Preservation Committee. **Motion carried 6—0 on a voice vote.**
- ▶ **Motion:** Chockley moved, Zelenock supported, that Susan Shink be appointed to the Farmland and Natural Areas Preservation Committee. **Motion carried 6—0 on a voice vote.**
- ▶ **Motion:** Chick moved, Chockley supported, that Julia Henshaw be appointed to the Farmland and Natural Areas Preservation Committee. **Motion carried 6—0 on a voice vote.**
- ▶ **Motion:** Beliger moved, Otto supported, that Jacob Donner be appointed to the Farmland and Natural Areas Preservation Committee. **Motion carried 6—0 on a voice vote.**
- ▶ **Motion:** Chick moved, Beliger supported, that David Perry be appointed to the Farmland and Natural Areas Preservation Committee. **Motion carried 6—0 on a voice vote.**

d. Board of Review. Removed from the agenda.

**3.
Planning Commission Amendment
to the Zoning Ordinance:
Ordinance 16-53**

Township Planner Patrick Sloan, McKenna Associates, referred to his memo of December 23, 2016, and explained the proposal to eliminate the ES-Enterprise Service district, the HC-Highway Commercial District and rezoning all of those parcels to GC-General Commercial and make several other text amendments related to these changes.

Chockley said while these are overall excellent changes, she expressed concern about some uses (e.g. hotels, motels, auto repair) previously allowed in HC being allowed within one-half mile of expressways in GC zoning. She suggested making them conditional uses. She also expressed concern that the legal notice for the public hearing where this change was proposed did not provide sufficient information of this change. Larry Roman, Planning Commissioner, said he agrees with Chockley's comments.

- ▶ **Motion:** Chockley moved, Beliger supported, that proposed Ordinance 16-53 be remanded to the Planning Commission for further consideration of uses allowed in GC zoning within one-half mile of expressway interchanges. **Motion carried 6—0 on a roll call vote.**

**4.
Mutual Aid Box Alarm System Association
Agreement Renewal**

Wagner explained this is a formal agreement for mutual response between Northfield Township and other governmental agencies.

- ▶ **Motion:** Chick moved, Otto supported, that the Amended Michigan Mutual Aid Box Alarm System Association Agreement be approved as presented subject to a review by Township legal counsel. **Motion carried 6—0 on a roll call vote.**

**5.
Summer Homes Parks Parcels**

Chockley referred to information from the County Treasurer about three parcels in the Summer Homes Subdivision which are facing foreclosure for past due taxes. Chockley asked for permission to contact the owners to see if they are interested in deeding the properties to the Township as part of the acquisition of land in that area for future use as parkland.

- ▶ **Motion:** Zelenock moved, Chockley supported, that the Supervisor be authorized to contact owners of three parcels in the Summer Homes Subdivision to pursue quit claim deeds to the Township in lieu of payment of taxes. **Motion carried 6—0 on a roll call vote.**

**6.
Cobalt Community Research: Citizen Survey**

Chockley reported she spoke with a Cobalt representative who indicated they would agree to a six month extension

**Northfield Township Board Meeting
Minutes of Regular Meeting
Public Safety Building; 8350 Main Street
January 10, 2017**

of the contract. Beliger noted the Township could opt to have Cobalt return almost \$4,000 to the Township rather than having them continue to work on the survey. She said the survey is not needed. Chick explained that a community survey is required before the next review of the Master Plan.

- ▶ **Motion:** Chockley moved, Beliger supported, to approve an extension of the Township's contract with Cobalt Research through August 30, 2017, as noted in the letter from Cobalt. **Motion carried 5—1 on a roll call vote, Chick opposed because she prefers to move forward with the project now.**

**7.
Huron River Watershed Council:
Letter of Support**

Chockley said she would like to send a letter from the Township to the Huron River Watershed Council in support of grant funding they are seeking.

- ▶ **Motion:** Chockley moved, Chick supported, to send the letter of support dated January 10, 2016, to the Huron River Watershed Council. **Motion carried 5—1 on a voice vote, Beliger opposed.**

**8.
Costs and Consideration
of Hiring an Interim Township Manager**

Chockley referred to information about the possibility of hiring an interim Township Manager. Otto and Chick said until this issue is decided there will be problems with staff performing non-statutory duties, which must be paid for separately and approved by the Board. The Board discussed the distribution of duties prior to the hiring of the Township Manager and the way they were handled after the hiring of Fink. Chockley noted this will be discussed in depth at the Board retreat.

**9.
Reaffirm Zoning**

Chockley explained that the notice of a rezoning approved at the December 13th meeting was published too late, so that action needs to be reaffirmed.

- ▶ **Motion:** Chockley moved, Chick supported, to reaffirm the rezoning of the Washtenaw County Road Commission request to rezone Parcel 02-21-300-004 from RTM-Research Technology and Manufacturing to LI-Limited Industrial. **Motion carried 6—0 on a roll call vote.**

**10.
Bills and Minutes**

Otto asked about what could be a double payment for assessing services and Beliger asked about engineering expenses for a grant. Chockley said having descriptions of payments would be helpful. It was agreed the Supervisor should be authorized to approve invoices, which was something previously done by the Township Manager.

- ▶ **Motion:** Beliger moved, Chick supported, to authorize the Supervisor to approve invoices in the interim. **Motion carried 6—0 on a roll call vote.**

Chockley corrected the spelling of a name in the December 13th meeting minutes and eliminated an unnecessary word.

- ▶ **Motion:** Chockley moved, Manley supported, that the minutes of the December 13, 2017, regular meeting be approved as corrected and to dispense with the reading. **Motion carried 6—0 on a voice vote.**

SECOND CALL TO THE PUBLIC

No comments.

BOARD MEMBER COMMENTS

Board members thanked those appointed to Commissions and committees and others who were interested, thanked outgoing members of those groups for their service, and reminded the community to attend the Community Park Master Plan Public Workshop on Tuesday, January 17th.

ADJOURNMENT

- ▶ **Motion:** Chockley moved, Beliger supported, that the meeting be adjourned. **Motion carried 6—0 on a voice vote.**

The meeting adjourned at 10:12 P.M.

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 _____, 2017.

Kathleen Manley, Clerk

Official minutes of all meetings are available on the Township's website at http://www.twp-northfield.org/government/township_board_of_trustees/

NORTHFIELD TOWNSHIP
Township Board Special Meeting
Minutes
January 21, 2017

CALL TO ORDER

The meeting was called to order by Supervisor Chockley at the Northfield Township Community Center, 9101 Main Street, at 10:01 A.M.

ROLL CALL

Marlene Chockley, Supervisor	Present
Kathleen Manley, Clerk	Present
Lenore Zelenock, Treasurer	Present
Tawn Beliger	Present
Janet Chick, Trustee	Present
Wayne Dockett, Trustee	Present
Jacki Otto, Trustee	Present

Also present:

Fred Lucas, Township Attorney
Members of the public

ADOPT AGENDA

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

FIRST CALL TO THE PUBLIC

No comments.

BOARD MEMBER COMMENTS

Dockett commented on the lack of an audio system at the Community Center.

**MTT Docket No. 15-002827:
BMH Realty Co. v Northfield Township**

The Board and Lucas briefly discussed this Tax Tribunal case.

- ▶ **Motion:** Chockley moved, Otto supported, to approve the settlement recommended by Assessor Monchak and attorney Frederick Lucas in the matter of *BMH Realty Co v Northfield Township*, a matter pending before the Michigan Tax Tribunal, MTT Dockett No. 15-002827. The terms of the settlement are fully set forth in a proposed Stipulation for Entry of Consent Judgment and Consent Judgment, a copy of which was provided to and reviewed by the Township Board. Further, Monchak and Lucas are authorized to execute the proposed Stipulation for Entry of Consent Judgment and Consent Judgment on behalf of the Township. **Motion carried 7—0 on a roll call vote.**

SECOND CALL TO THE PUBLIC

No comments.

BOARD MEMBER COMMENTS

None.

CORRESPONDENCE AND ANNOUNCEMENTS

None.

ADJOURNMENT

- ▶ **Motion:** Chockley, moved, Chick supported, to adjourn the meeting and to move to the Public Safety Building for the scheduled Board Retreat.
Motion carried 7—0 on a voice vote.

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 _____, 2017.

Kathleen Manley, Clerk

**NORTHFIELD TOWNSHIP
Township Board Retreat
Minutes
January 21, 2017 -- 10AM- 4PM
8350 Main Street**

CALL TO ORDER

No comments from the Board.

Supervisor Engstrom called the meeting to order at approximately 10:40 AM

DISCUSSION ITEMS

PLEDGE/ROLL CALL

Pledge of Allegiance

Roll call:

Marlene Chockley, Supervisor	Present
Lenore Zelenock, Treasurer	Present
Kathy Manley, Clerk	Present
Jacki Otto, Trustee	Present
Wayne Dockett, Trustee	Present
Janet Chick, Trustee	Present
Tawn Beliger, Trustee	Present

Also Present:

Township Attorney, Brad Maynes;
Members of the public

ADOPT BALANCE OF AGENDA

➤ **Motion:** Chick moved, Zelenock supported, that the balance of the agenda be adopted as presented.
Motion carried 7—0 on a voice vote.

CALL TO PUBLIC

No Comments from the Public.

BOARD MEMBER COMMENTS

1.
Open Discussion to Identify Goals and Priorities for the Board of Trustees for the Upcoming Year

Jeni Olney acted as facilitator to the Board Retreat.

- I. Establish Ground Rules
- II. Review Vision/Mission Statement of Northfield Township Board
- III. Brainstorm and discussion regarding strategic planning for the Township

(Board Members compiled the results of the 4 goal areas identified – see attached)*

2nd CALL TO PUBLIC

No Additional Comments from the Public.

BOARD MEMBER COMMENTS

No Comments from the Board.

ADJOURNMENT

➤ **Motion:** Chockley moved that the retreat be adjourned.

Motion carried 7—0 on a voice vote.

Meeting adjourned at approximately 4:00PM

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 _____ 2017.

Kathleen Manley, Clerk

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Implement Master Plan

Commercial and Industrial Development

- Can we provide needs to satisfy development (i.e., sewer expansion)?
- Incentives
- Streamline process
- Encourage businesses to fill vacancies in downtown. Revitalize
- Marketing
- Parking 75 Barker cleanup and signage
- Development of US 23 corridor
- Include DPG and DDA
- DDA has some money from lockbox rent at 75 Barker

Residential Development

- Do we have sewer capacity?
 - Provide sewer upgrade
- Mechanisms for funding sewer improvements
- Redevelopment ready communities

Farmland and Natural Areas Preservation

- Attract more small farms to Northfield Township
 - Farm Co-ops
 - Work with Ann Arbor Twp and Washtenaw Food Hub
 - Farmer's Market
 - Indoor at 75 Barker
 - Outdoor
- Purchase and Transfer of Development Rights
 - Investigate grants
 - Corporate
 - Private
 - Federal/State/County
 - Millage, Crowd funding

Northfield Community Park

- Follow Master Plan
- Should be cost neutral or positive (including the loss of tax revenue)
- Summer events to raise money and awareness of park
- Grants
 - Corporate
 - Private, or Crowd funding
 - Federal/State/County
- Sell the idea of a millage and put it to the voters
- Open space preservation

Structure of Government

Township Manager:

Transcription
Duties
Contract

Elected Official:

Statutory Duties
Training-MTA and other
Ancillary duties

Policy:

Purchasing property
Fund balance
Budget
Investment review/plan
Flood Plan (Amy Steffens)
Fire districts (Bill Wagner)
Building safety inspections
Review current committees (Restructure)
Grantwriter (Hire)
Formal Applications for appointments
Contracts/Employment agreements
Contract bids
Code enforcement

Office:

Employee Handbook (new)
Organization
Cross-training
Desk procedures (Per dept.)
Website (Who handles)
Software/Hardware upgrades
Professional shredding
Salary Study

Structure:

Charter Township
General Law

Capital Improvement Plan

Capital Improvements are expenditures of \$10,000 or more.

Non-motorized Path

Complete Streets

- Non-motorized Paths and Trails

- 8 Mile Rd sidewalks over expressway

- East Shore sidewalks

Software and Hardware Upgrades in the office

Township Roads

Community Center

- Parking

- Demolish the Darlene Curtis office

- Acquire railroad easements to put in a back door

Public Safety Building

- Repurpose to make it pay the bond payment

- Build out the 2nd floor – for our usage and for rent

- Sound system for meetings at PSB

- Heating system at PSB

75 Barker

- Cleanup

- Business Opportunity

- Parking

Wastewater Treatment

- Equalization Basin

- Transmission lines repair

- Transmission lines upgrade

Fire

Police

Parks and Recreation

- Acquisition of Summerhomes lots

High Speed Internet

Northfield Community Park

- Plan and cost for new land purchase by post office

These are either not capital improvements or policy statements

Drug Prevention Program

Careful Use of Tax Dollars – no frivolous spending

Possible Signage or enforcement of speeds on rural roads – safety

Where do grants come from?

Maintenance first – improvement second

Community Outreach Communication

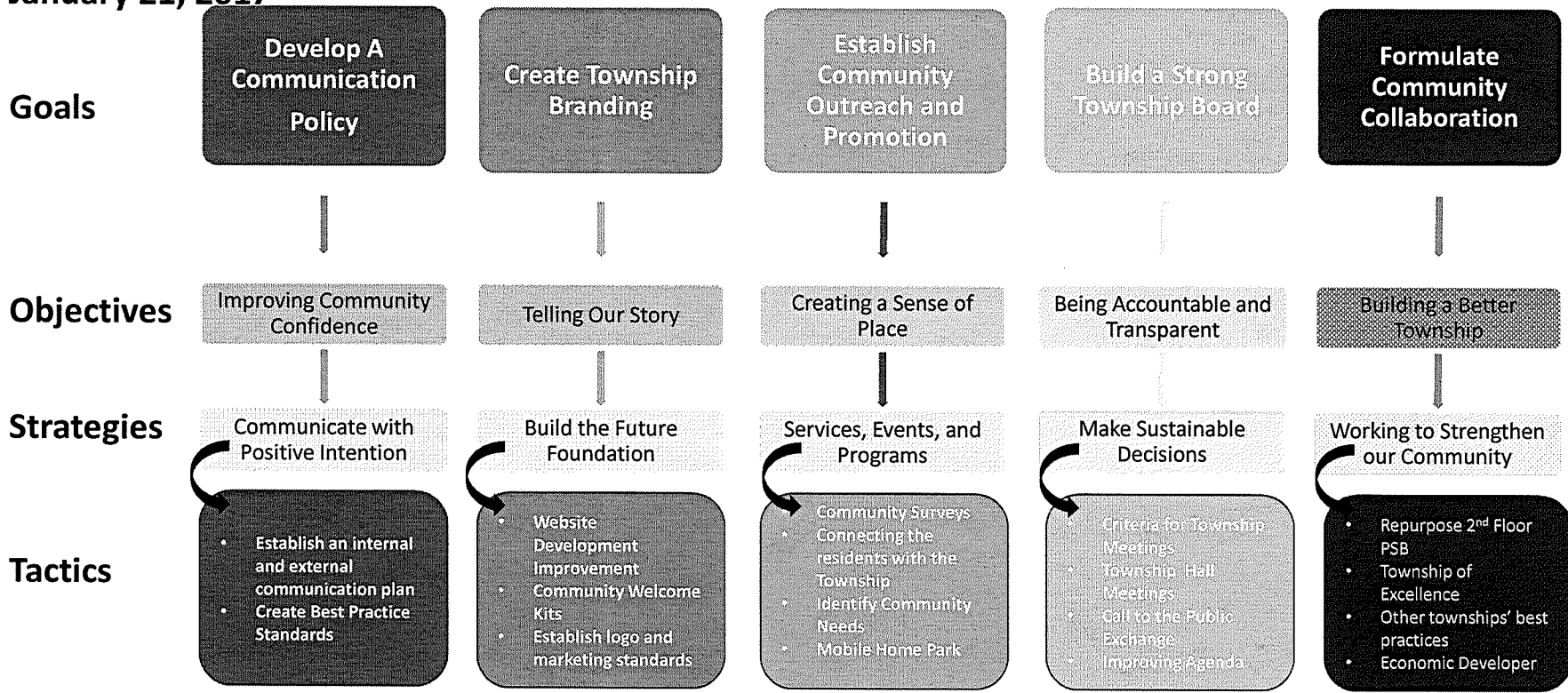
Overall maintenance

Sewer rates

Determine the durations of sewer investments.

Northfield Township Communications and Marketing Plan

January 21, 2017



**NORTHFIELD TOWNSHIP
Township Board
Minutes
January 24, 2017**

CALL TO ORDER

The meeting was called to order at 7:02 P.M. by Supervisor Chockley at 8350 Main Street.

PLEDGE/INVOCATION

Supervisor Chockley led those present in the Pledge of Allegiance.

ROLL CALL

Marlene Chockley, Supervisor	Present
Kathleen Manley, Clerk	Present
Lenore Zelenock, Treasurer	Present
Tawn Beliger	Present
Janet Chick, Trustee	Present
Wayne Dockett, Trustee	Present
Jacki Otto, Trustee	Present

Also present:

Controller Richard Yaeger
Township Assessor Tom Monchak
Township Attorney Brad Maynes
Recording Secretary Lisa Lemble
Members of the community

ADOPT AGENDA

Beliger asked that *Assignment of Non-Statutory Duties previously held by the Township Manager to the Supervisor* be added. After discussion it was agreed to make all items Agenda items (rather than Discussion items) and to include Beliger's item under *Township Manager Options*.

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

FIRST CALL TO THE PUBLIC

David Gordon, 5558 Hellner Road, and Mark Stanalajczo, 8352 Kearney Road, commented on the purpose of Workshop meetings, the issue of whether to hire a Township Manager, and appointments to the Planning Commission.

BOARD MEMBER COMMENTS

Dockett commented on recent Police overtime hours worked. Chick, Chockley, and Dockett responded to public comments. Otto, Zelenock, and Chick made comments about the history and issue of hiring a Township Manager and about assigning non-statutory duties to elected officials and Trustees.

CORRESPONDENCE AND ANNOUNCEMENTS

Chockley provided information about property assessments and the Board of Review meeting schedule. Beliger and Chick read messages from two residents, one in favor of hiring a Township Manager and one opposed.

AGENDA ITEMS

1.

**Resolution 17-533:
Poverty Exemption Guidelines**

Township Assessor Tom Monchak explained the purpose of the guidelines and the need for the Board to adopt them. He noted new language had been added which may make it unnecessary for the Board to act on this each year.

- ▶ **Motion:** Chick moved, Otto supported, to adopt Resolution 17-533, Northfield Township Policy and Guidelines for Property Tax Poverty Exemptions. **Motion carried 7—0 on a roll call vote. Resolution adopted.**

2.

Pond Hockey Parking Fees

The Board discussed the recommendation made by the Downtown Planning Group on November 29, 2016, regarding use of the new downtown park for parking for the Pond Hockey civic event. They discussed details including how to manage the collection of the parking fees and insuring site restoration, as well as the need to establish policies about the use of Township facilities.

- ▶ **Motion:** Otto moved, Beliger supported, to approve the recommendation of the Downtown Planning Group to charge a fee of 5% of parking proceeds up to \$500 for the Pond Hockey event, and that those monies collected be allocated to the Northfield Community Park for any maintenance and upkeep. **Motion carried 7—0 on a roll call vote.**

- ▶ **Motion:** Otto moved, Chick supported, that the Michigan Pond Hockey Association is granted an extension through February 28, 2017, to run their event, contingent upon them updating the dates of their permits and inspections with the Township. **Motion carried 7—0 on a roll call vote.**

3.

Bills from January 10, 2017, Consent Agenda

Chockley explained that these bills were not paid on January 10th due to questions about specific items. Zelenock answered questions from Dockett, and Dockett noted higher than usual Police overtime.

- ▶ **Motion:** Chockley moved, Otto supported, to approve the bills from the January 17, 2017, Township Board agenda. **Motion carried 7—0 on a voice vote.**

4.

**Budget Explanation with Cash Flow
and**

5. Fund Balance Policy

Controller Rick Yaeger made a slide presentation about the budget, the budgeting process, funds the Township maintains, and cash flow. The Board asked questions and discussed various matters, including the Board policy

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Public Safety Building; 8350 Main Street
January 24, 2017**

regarding maintaining the fund balance level at a level of 85% of the annual Township budget. It was noted that expenditures for large items in 2016, including the downtown park, brought the balance below 85%.

**6.
Township Management Options**

The Board reviewed materials and discussed options for managing the Township including hiring an Interim Township Manager, beginning a search to fill the vacant Township Manager position, and assigning non-statutory duties to one or more people and compensating them for that work. Subjects discussed included the history leading up to the hiring of a Manager, what duties should be assigned, what the salary range should be, whether an official search is required (as opposed to hiring someone already known to the Board), how a manager and elected officials would work together, how office duties have been handled since the Township Manager left, and the idea of having an elected official staffing the office at all times.

The Board also discussed whether Chockley should be hired in lieu of a Manager, Howard Fink's accomplishments as Manager, whether a postcard should be sent inviting public comment at a special meeting, and whether the changes in staffing during the past several years would make it possible to proceed without a professional manager.

David Gordon, Craig Warburton, Udo Huff, 6431 Whitmore Lake Road, and Jim Nelson, 7777 Sutton Road, spoke in opposition to hiring a Manager. Patrick Kelley spoke in favor, and Chuck Steuer, 760 Six Mile Road, said management of the Township is the Board's responsibility regardless of the management structure.

Chockley called a five minute recess

Chockley noted that she had learned during the break that the hiring process for Township Manager Fink lasted more than a year.

► **Motion:** Dockett moved, Otto supported, to advertise for and hire a Township Manager.

Beliger asked that the motion be amended to add language about assigning non-statutory duties in the interim. Dockett and Otto declined to allow the amendment.

The Board discussed options for management of the office prior to someone being hired, the idea of asking for more public input, the cost of a manager, and other models that might work including becoming a charter township or using an office manager position.

Motion failed 3—4 on a roll call vote, Zelenock, Chockley, Manley, and Beliger opposed.

► **Motion:** Beliger moved, Manley supported, to assign the Supervisor the non-statutory duties that were held by the previous Township Manager and for the Supervisor be compensated for such duties to reflect the workload, the term of which assignment may be terminated at any time, and that this be for an interim period of time until a final decision is made by the Board to either hire a Township Manager or not.

There was discussion about what the duties would be, and whether there would be a conflict of interest.

Beliger withdrew her motion and asked that the topic be added to the next agenda.

The Board discussed the merits of whether to solicit additional input from the public, and which duties would be appropriate for the Supervisor to take on.

► **Motion:** Chockley moved, Beliger supported, to direct the Township attorney, with labor counsel, if necessary, to review Township Manager duties and evaluate what is appropriate for elected officials to perform. **Motion carried 7—0 on a roll call vote.**

SECOND CALL TO THE PUBLIC

David Gordon, Chuck Steuer, and Jim Nelson objected to actions being taken at meetings advertised as workshops and made comments about hiring a Township Manager.

BOARD MEMBER COMMENTS

Board members made general comments about the positive discussion during the meeting, invited public comment on the Township Manager issue, requested a presentation from the Township's consulting engineer about the sewer study, suggested establishing a tornado protocol before spring, and reported on the Board retreat on January 21st.

ADJOURNMENT

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

The meeting adjourned at 10:17 P.M.

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 _____, 2017.

Kathleen Manley, Clerk

Official minutes of all meetings are available on the Township's website at http://www.twp-northfield.org/government/township_board_of_trustees/

OPEN

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 101 TOWNSHIP BOARD					
101-101-900	PRINTING & PUBLICATIONS	MICHIGAN MUNICIPAL LEAGU	CODE ENFORCEMENT ADVERTISEMENT	101.80	
			Total For Dept 101 TOWNSHIP BOARD	101.80	
Dept 215 CLERK					
101-215-957		MTA	BOOKS: CLERK'S GUIDE & INTRODUCTION	54.00	
			Total For Dept 215 CLERK	54.00	
Dept 253 TREASURER					
101-253-803	LEGAL	PAUL E BURNS	LEGAL SERVICES FOR JAN 2017	500.00	
101-253-807	MEMBERSHIP DUES	WASHTENAW COUNTY TREASUR	2017 TREASURUER ASSOCIATION DUES	10.00	
101-253-957	TRAINING & DEVELOPMENT	MTA	SEMINAR SWITCHING FEE - ZELENOCK	25.00	
			Total For Dept 253 TREASURER	535.00	
Dept 257 ASSESSING					
101-257-818	CONTRACTUAL SERVICES	ASSESSMENT ADMIN. SERVIC	SERVICES 1/15/17-2/15/17 (NEW RATES -	5,833.33	
101-257-860	FUEL & MILEAGE	MARY BIRD	MILEAGE FOR JAN 2017	29.96	
			Total For Dept 257 ASSESSING	5,863.29	
Dept 265 HALL AND GROUNDS					
101-265-727		ARBOR SPRINGS WATER CO I	OFFICE 4 - 5 GAL ARTESIAN WATER & REN	26.00	
101-265-727		QUILL CORP	OFFICE SUPPLIES	191.92	
101-265-727		QUILL CORP	PROJECTOR CORD ADAPTER	14.66	
101-265-727		QUILL CORP	SERVING TRAY	13.74	
101-265-816	GROUND/CLEANG/JANITORL SERVIC	AJ'S MAINTENANCE AND SER	SALT APPLICATION 1/17/17	218.19	
101-265-816	GROUND/CLEANG/JANITORL SERVIC	AJ'S MAINTENANCE AND SER	SALT APPLICATION 1/27/17	286.19	
101-265-816	GROUND/CLEANG/JANITORL SERVIC	AJ'S MAINTENANCE AND SER	SALT APPLICATION AND CLEAR WALKS 1/29	493.96	
101-265-816	GROUND/CLEANG/JANITORL SERVIC	AJ'S MAINTENANCE AND SER	SALT APPLICATION 1/30/17	286.19	
101-265-816	GROUND/CLEANG/JANITORL SERVIC	AJ'S MAINTENANCE AND SER	PLOWING & SALT APP 1/31/17	748.14	
101-265-816	GROUND/CLEANG/JANITORL SERVIC	AJ'S MAINTENANCE AND SER	CLEAR WALKS & SALT APP 2/1/17	692.07	
101-265-816	GROUND/CLEANG/JANITORL SERVIC	AJ'S MAINTENANCE AND SER	SALT APPLICATION 12/7/16	37.28	
101-265-850	COMMUNICATION	CHARTER COMMUNICATIONS	PEG STATION & DIGITAL RECEIVERS 2/9/1	51.74	
101-265-930		MICRO TECH SERVICES INC	ANTIVIRUS 2/1/17-2/28/17	164.90	
101-265-930		MICRO TECH SERVICES INC	BOARD RM ANTIVIRUS 2/1/17-2/28/17	18.00	
101-265-940		ARBOR SPRINGS WATER CO I	OFFICE 4 - 5 GAL ARTESIAN WATER & REN	14.00	
101-265-940	RENTAL EQUIPMENT	U.S. BANK EQUIPMENT FINA	OFFICE & PD COPIER LEASE FEB 2017	204.20	
			Total For Dept 265 HALL AND GROUNDS	3,461.18	
Dept 270 LEGAL/PROFESSIONAL					
101-270-803	LEGAL	PAUL E BURNS	LEGAL SERVICES FOR JAN 2017	18,800.46	
101-270-806	ENGINEER	OHM ADVISORS	GENERAL ENG SERVICES THRU 12/24/16	1,105.50	
101-270-927	ALLOCATE TO DEPARTMENTS	PAUL E BURNS	LEGAL SERVICES FOR JAN 2017	(3,800.00)	
			Total For Dept 270 LEGAL/PROFESSIONAL	16,105.96	
Dept 412 PLANNING/ZONING DEPT					
101-412-637	SPLIT APPLICATIONS	MCKENNA ASSOCIATES	PLANNING SERVICES JAN 2017	1,900.00	
101-412-637	SPLIT APPLICATIONS	MCKENNA ASSOCIATES	PLANNING SERVICES FOR DEC. 2016	625.00	
101-412-801	PLANNER FEES	MCKENNA ASSOCIATES	PLANNING SERVICES JAN 2017	2,702.50	
101-412-801	PLANNER FEES	MCKENNA ASSOCIATES	PLANNING SERVICES FOR DEC. 2016	2,763.00	
101-412-823	ZONING ADMINISTRATION	MCKENNA ASSOCIATES	PLANNING SERVICES JAN 2017	660.00	
101-412-823	ZONING ADMINISTRATION	MCKENNA ASSOCIATES	PLANNING SERVICES FOR DEC. 2016	1,095.00	
			Total For Dept 412 PLANNING/ZONING DEPT	9,745.50	
Dept 449 ROAD WORK					

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 449 ROAD WORK					
101-449-814	ROAD IMPROVEMENTS	WASHTENAW COUNTY	ROAD C DEC. 2016 NM PATH PHASE 3 WORK	233.72	
Total For Dept 449 ROAD WORK				233.72	
Dept 666 COMMUNITY CENTER					
101-666-816	GROUNDS/CLEANG/JANITORL SERVIC	AJ'S MAINTENANCE AND SER	SALT APPLICATION 1/17/17	29.00	
101-666-816	GROUNDS/CLEANG/JANITORL SERVIC	AJ'S MAINTENANCE AND SER	SALT APPLICATION 1/27/17	29.00	
101-666-816	GROUNDS/CLEANG/JANITORL SERVIC	AJ'S MAINTENANCE AND SER	SALT APPLICATION AND CLEAR WALKS 1/29	43.32	
101-666-816	GROUNDS/CLEANG/JANITORL SERVIC	AJ'S MAINTENANCE AND SER	SALT APPLICATION 1/30/17	29.00	
101-666-816	GROUNDS/CLEANG/JANITORL SERVIC	AJ'S MAINTENANCE AND SER	PLOWING & SALT APP 1/31/17	73.32	
101-666-816	GROUNDS/CLEANG/JANITORL SERVIC	AJ'S MAINTENANCE AND SER	CLEAR WALKS & SALT APP 2/1/17	43.32	
101-666-816	GROUNDS/CLEANG/JANITORL SERVIC	AJ'S MAINTENANCE AND SER	SALT APPLICATION 12/7/16	20.00	
101-666-850	COMMUNICATION	CHARTER COMMUNICATIONS	COM CTR PHONE, CABLE & INTERNET 2/4/1	220.97	
101-666-920	UTILITIES	CONSTELLATION ENERGY SER	ELECTRIC SUPPLY 12/18/16-1/23/17	86.66	
101-666-920	UTILITIES	NORTHFIELD TOWNSHIP	COM CTR SEWER BILL 11/1/16-1/31/17	84.00	
101-666-940	RENTAL EQUIPMENT	U.S. BANK EQUIPMENT FINA	WWTP & COM CTR COPIER LEASE FEB 2017	137.52	
Total For Dept 666 COMMUNITY CENTER				796.11	
Dept 757 PARKS					
101-757-801	PLANNER FEES	MCKENNA ASSOCIATES	COM PARK MASTER PLAN SERVICES JAN 201	6,765.00	
101-757-801	PLANNER FEES	MCKENNA ASSOCIATES	COM PARK MASTER PLAN SERVICES DEC 201	1,936.08	
Total For Dept 757 PARKS				8,701.08	
Dept 900 CAPITAL OUTLAY					
101-900-972	COMPUTER	KATHLEEN MANLEY	LAPTOP CASE & MOUSE	45.36	
101-900-972	COMPUTER	MICRO TECH SERVICES INC	COUNTER COMPUTER	652.45	
Total For Dept 900 CAPITAL OUTLAY				697.81	
Total For Fund 101 GENERAL FUND				46,295.45	
Fund 207 LAW ENFORCEMENT FUND					
Dept 270 LEGAL/PROFESSIONAL					
207-270-803	LEGAL	PAUL E BURNS	LEGAL SERVICES FOR JAN 2017	3,300.00	
Total For Dept 270 LEGAL/PROFESSIONAL				3,300.00	
Dept 301 OPERATING COSTS					
207-301-727	SUPPLIES	MICHIGAN DEPT OF AGRICUL	WHEEL LOAD WEIGHER CALIBRATION	145.00	
207-301-818	CONTRACTUAL SERVICES	OAKLAND COUNTY	CLEMIS MEMBERSHIP & SERVICE JAN-MARCH	2,661.50	
207-301-850	COMMUNICATION	OAKLAND COUNTY	CLEMIS MEMBERSHIP & SERVICE JAN-MARCH	1,906.24	
207-301-940	RENTAL EQUIPMENT	U.S. BANK EQUIPMENT FINA	OFFICE & PD COPIER LEASE FEB 2017	204.20	
Total For Dept 301 OPERATING COSTS				4,916.94	
Dept 333 TRANSPORTATION					
207-333-930	REPAIRS & MAINTENANCE	AUTO ONE	INTERIOR DETAILING	99.95	
207-333-930		BRIGHTON FORD INC	2014 EXPLORER OIL CHANGE	47.48	
207-333-930		BRIGHTON FORD INC	2013 EXPLORER OIL CHANGE	270.86	
207-333-930		BRIGHTON FORD INC	2014 EXPLORER REPLACE BATTERY	164.70	
207-333-930	REPAIRS & MAINTENANCE	VAL'S SERVICE STATION	2015 TAHOE - REPLACE TIRES	899.91	
Total For Dept 333 TRANSPORTATION				1,482.90	
Total For Fund 207 LAW ENFORCEMENT FUND				9,699.84	
Fund 216 MEDICAL RESCUE FUND					
Dept 226 PERSONNEL					
216-226-730	MEDICAL TESTING	OCCUPATIONAL HEALTH CENT	PRE-PLACEMENT PHYSICALS: BURNS & VERS	172.50	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 216 MEDICAL RESCUE FUND					
Dept 226 PERSONNEL					
Total For Dept 226 PERSONNEL				172.50	
Dept 265 HALL AND GROUNDS					
216-265-816	GROUNDS/CLEANG/JANITORL SERVIC	AJ'S MAINTENANCE AND SER	SALT APPLICATION 1/30/17	20.00	
216-265-816	GROUNDS/CLEANG/JANITORL SERVIC	AJ'S MAINTENANCE AND SER	PLOWING & SALT APP 1/31/17	50.00	
216-265-816	GROUNDS/CLEANG/JANITORL SERVIC	AJ'S MAINTENANCE AND SER	CLEAR WALKS & SALT APP 2/1/17	20.00	
216-265-816	GROUNDS/CLEANG/JANITORL SERVIC	AJ'S MAINTENANCE AND SER	SALT APPLICATION 12/7/16	81.00	
Total For Dept 265 HALL AND GROUNDS				171.00	
Dept 301 OPERATING COSTS					
216-301-727	SUPPLIES	ARBOR SPRINGS WATER CO I	FD 3 - 5 GAL ARTESIAN WATER	19.50	
216-301-727	SUPPLIES	BOUND TREE MEDICAL LLC	DOC # 82351596	124.08	
216-301-741	UNIFORMS/GEAR & ALLOWANCE	NORTH EASTERN UNIFORMS &	DENTEL - PANTS & BELT	90.94	
216-301-818	CONTRACTUAL SERVICES	THE ACCUMED GROUP	BILLING SERVICE FEE - FIRE 1/1/17-1/3	3.30	
216-301-820	DISPATCH SERVICES	EMERGENT HEALTH PARTNERS	FIRE DISPATCHING SERVICES FEB. 2017	1,002.17	
216-301-920	UTILITIES	CONSTELLATION ENERGY SER	CORRECTION STATION 2	(12.47)	
216-301-920	UTILITIES	CONSTELLATION ENERGY SER	ELECTRIC SUPPLY 12/18/16-1/23/17	104.11	
Total For Dept 301 OPERATING COSTS				1,331.63	
Dept 333 TRANSPORTATION					
216-333-930	REPAIRS & MAINTENANCE	BREATHING AIR SYSTEMS	INTAKE FILTER & BLEEDER	40.00	
Total For Dept 333 TRANSPORTATION				40.00	
Dept 900 CAPITAL OUTLAY					
216-900-974	VEHICLE	FAST SIGNS	FIRE TRUCK GRAPHICS UNITS U8-1 & U8-2	1,538.90	
Total For Dept 900 CAPITAL OUTLAY				1,538.90	
Total For Fund 216 MEDICAL RESCUE FUND				3,254.03	
Fund 230 DONATION FUND					
Dept 301 OPERATING COSTS					
230-301-905	BARK PARK	WASTE MANAGEMENT OF MI	DOG PARK WASTE REMOVAL 2/1/17-2/28/17	24.62	
Total For Dept 301 OPERATING COSTS				24.62	
Total For Fund 230 DONATION FUND				24.62	
Fund 287 BUILDING DEPARTMENT FUND					
Dept 301 OPERATING COSTS					
287-301-850	COMMUNICATION	CHARTER COMMUNICATIONS	BLDG DEPT PHONE, PSB PHONES & INTERNE	39.99	
Total For Dept 301 OPERATING COSTS				39.99	
Total For Fund 287 BUILDING DEPARTMENT FUND				39.99	
Fund 370 PUBLIC SAFETY BLDG DEBT FD					
Dept 301 OPERATING COSTS					
370-301-816	GROUNDS/CLEANG/JANITORL SERVIC	AJ'S MAINTENANCE AND SER	SALT APPLICATION 1/17/17	193.33	
370-301-816	GROUNDS/CLEANG/JANITORL SERVIC	AJ'S MAINTENANCE AND SER	SALT APPLICATION 1/27/17	193.33	
370-301-816	GROUNDS/CLEANG/JANITORL SERVIC	AJ'S MAINTENANCE AND SER	SALT APPLICATION AND CLEAR WALKS 1/29	283.80	
370-301-816	GROUNDS/CLEANG/JANITORL SERVIC	AJ'S MAINTENANCE AND SER	SALT APPLICATION 1/30/17	193.33	
370-301-816	GROUNDS/CLEANG/JANITORL SERVIC	AJ'S MAINTENANCE AND SER	PLOWING & SALT APP 1/31/17	510.09	
370-301-816	GROUNDS/CLEANG/JANITORL SERVIC	AJ'S MAINTENANCE AND SER	CLEAR WALKS & SALT APP 2/1/17	283.80	
370-301-816	GROUNDS/CLEANG/JANITORL SERVIC	AJ'S MAINTENANCE AND SER	SALT APPLICATION 12/7/16	138.29	
370-301-850	COMMUNICATION	CHARTER COMMUNICATIONS	BLDG DEPT PHONE, PSB PHONES & INTERNE	224.94	
370-301-920	UTILITIES	CONSTELLATION ENERGY SER	ELECTRIC SUPPLY 12/18/16-1/23/17	2,056.85	

INVOICE GL DISTRIBUTION REPORT FOR NORTHFIELD TOWNSHIP
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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 370 PUBLIC SAFETY BLDG DEBT FD					
Dept 301 OPERATING COSTS					
370-301-920	UTILITIES	NORTHFIELD TOWNSHIP	PSB SEWER BILL 11/1/16-1/31/17	1,428.00	
370-301-930	REPAIRS & MAINTENANCE	ALLIANCE WINDOW CLEANING	PSB ENTRANCEWAY 1/12/17	10.00	
370-301-930	REPAIRS & MAINTENANCE	ALLIANCE WINDOW CLEANING	PSB ENTRANCEWAY 1/26/17	10.00	
370-301-930	REPAIRS & MAINTENANCE	ALLIANCE WINDOW CLEANING	PSB ENTRANCEWAY 2/9/17	10.00	
370-301-930	REPAIRS & MAINTENANCE	SECURITY LOCK SERVICE	3 KEYS BY CODE	45.00	
370-301-930	REPAIRS & MAINTENANCE	TRANE U.S. INC.	SERVICE ON AIR HANDLER CONTROL UNIT,	1,477.50	
370-301-930	REPAIRS & MAINTENANCE	WASHTENAW CNTY ENVIRONME	TESTING 12/8/16	27.00	
Total For Dept 301 OPERATING COSTS				7,085.26	
Total For Fund 370 PUBLIC SAFETY BLDG DEBT FD				7,085.26	
Fund 571 WASTEWATER TREATMENT FUND					
Dept 301 OPERATING COSTS					
571-301-740	OPERATING SUPPLIES	ALEXANDER CHEMICAL CORP	FERRIC CHLORIDE	5,142.16	
571-301-740	OPERATING SUPPLIES	NCL OF WISCONSIN, INC.	DIGITAL THERMOMETER	414.05	
571-301-740	OPERATING SUPPLIES	NCL OF WISCONSIN, INC.	FOLIN-WU DIGESTION TUBES	91.97	
571-301-740	OPERATING SUPPLIES	NCL OF WISCONSIN, INC.	CHEMICALS & SUPPLIES	717.02	
571-301-817	LAB & TESTING	BRIGHTON ANALYTICAL LLC	WWTP QUARTERLY SAMPLING	915.00	
571-301-817	LAB & TESTING	BRIGHTON ANALYTICAL LLC	TESTING - FECAL COLIFORM	40.00	
571-301-819	COLLECTION SYS ANNUAL MAINT	CUMMINS BRIDGEWAY LLC	REPLACE HEATER	136.58	
571-301-819	COLLECTION SYS ANNUAL MAINT	ROOTX	ROOTX 40# CASES	3,846.00	
571-301-850	COMMUNICATION	SPRINT/NEXTEL COMMUNICAT	WWTP SERVICE 12/24/16-1/23/17	40.03	
571-301-920	UTILITIES	CONSTELLATION ENERGY SER	ELECTRIC SUPPLY 12/18/16-1/23/17	6,174.36	
571-301-920		CONSUMERS ENERGY	11500 LEMEN RD #A 12/27/16-1/24/17	1,359.03	
571-301-920		CONSUMERS ENERGY	8076 WHITMORE LAKE RD. 12/24/16-1/24/17	22.75	
571-301-920		CONSUMERS ENERGY	601 RAYMOND DR. GEN 12/24/16-1/24/17	27.71	
571-301-920		CONSUMERS ENERGY	7647 EDMUND ST. 12/24/16-1/24/17	24.41	
571-301-920		CONSUMERS ENERGY	11500 LEMEN RD #C 12/27/16-1/24/17	76.18	
571-301-920		CONSUMERS ENERGY	11500 LEMEN RD #B 12/27/16-1/24/17	311.93	
571-301-930	REPAIRS & MAINTENANCE	CUMMINS BRIDGEWAY LLC	ANNUAL MAINT. GENERATOR L990029189	617.86	
571-301-930	REPAIRS & MAINTENANCE	CUMMINS BRIDGEWAY LLC	ANNUAL MAINT. GENERATOR G080197499	617.86	
571-301-930	REPAIRS & MAINTENANCE	CUMMINS BRIDGEWAY LLC	ANNUAL MAINT. GENERATOR H110237620	377.05	
571-301-930	REPAIRS & MAINTENANCE	CUMMINS BRIDGEWAY LLC	ANNUAL MAINT. GENERATOR C070040331	499.38	
571-301-930	REPAIRS & MAINTENANCE	CUMMINS BRIDGEWAY LLC	ANNUAL MAINT. GENERATOR A040587941	280.79	
571-301-930	REPAIRS & MAINTENANCE	CUMMINS BRIDGEWAY LLC	ANNUAL MAINT. GENERATOR A040591329	280.79	
571-301-930	REPAIRS & MAINTENANCE	CUMMINS BRIDGEWAY LLC	ANNUAL MAINT. GENERATOR A040591328	280.79	
571-301-930	REPAIRS & MAINTENANCE	CUMMINS BRIDGEWAY LLC	ANNUAL MAINT. GENERATOR C040614901	418.99	
571-301-930	REPAIRS & MAINTENANCE	CUMMINS BRIDGEWAY LLC	ANNUAL MAINT. GENERATOR 8656	546.34	
571-301-930	REPAIRS & MAINTENANCE	CUMMINS BRIDGEWAY LLC	ANNUAL MAINT. GENERATOR G900332245	461.13	
571-301-930	REPAIRS & MAINTENANCE	ETNA SUPPLY CO	INVOICES S102011090.002 & S102081237.	735.99	
571-301-930	REPAIRS & MAINTENANCE	USA BLUE BOOK	10X14 DANGER SIGN & 2-DRUM DRUM DECK	73.34	
571-301-930	REPAIRS & MAINTENANCE	USA BLUE BOOK	2-DRUM DRUM DECK	227.70	
571-301-940	RENTAL EQUIPMENT	U.S. BANK EQUIPMENT FINA	WWTP & COM CTR COPIER LEASE FEB 2017	137.53	
Total For Dept 301 OPERATING COSTS				24,894.72	
Dept 333 TRANSPORTATION					
571-333-930	REPAIRS & MAINTENANCE	CARQUEST AUTO PARTS - WW	WWTP - OIL & FILTER	42.44	
Total For Dept 333 TRANSPORTATION				42.44	
Dept 900 CAPITAL OUTLAY					
571-900-970	EQUIPMENT	RS TECHNICAL SERVICES, I	DUAL BOOSTER PUMP SYSTEM	31,172.00	
Total For Dept 900 CAPITAL OUTLAY				31,172.00	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 571 WASTEWATER TREATMENT FUND					
Total For Fund 571 WASTEWATER TREATMENT FUND				56,109.16	
Fund 825 WHITMORE LAKE SEWER DISTRICT					
Dept 000					
825-000-136	PLANT EXPANSION	TETRA TECH INC	WHITMORE LAKE SAD SERVICES THRU 12/30	1,125.00	
Total For Dept 000				1,125.00	
Total For Fund 825 WHITMORE LAKE SEWER DISTRICT				1,125.00	

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Fund Totals:

Fund 101 GENERAL FUND	46,295.45
Fund 207 LAW ENFORCEME	9,699.84
Fund 216 MEDICAL RESCU	3,254.03
Fund 230 DONATION FUND	24.62
Fund 287 BUILDING DEPA	39.99
Fund 370 PUBLIC SAFETY	7,085.26
Fund 571 WASTEWATER TR	56,109.16
Fund 825 WHITMORE LAKE	1,125.00

Total For All Funds:	<u>123,633.35</u>
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PAID

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND								
01/11/2017	MIF	41882	REFUND	ADVANCED DISPOSAL	SOLICITATION PERMITS NOT ISSUED	214	000	60.00
			REFUND		SOLICITATION PERMITS NOT ISSUED	452	000	78.00
				CHECK MIF 41882 TOTAL FOR FU				<u>138.00</u>
01/11/2017	MIF	41883*#	3039	AJ'S MAINTENANCE AND SERVICE	SALT APPLICATION 1/7/17	816	265	218.19
			2952		SALT APPLICATION 12/18/16	816	265	37.38
			2952		SALT APPLICATION 12/18/16	816	265	180.81
			2951		SNOW REMOVAL & SALT APP. 12/17/16	816	265	93.45
			2951		SNOW REMOVAL & SALT APP. 12/17/16	816	265	456.57
			2925		SNOW REMOVAL & SALT APP 12/15/16	816	265	93.45
			2925		SNOW REMOVAL & SALT APP 12/15/16	816	265	456.57
			2917		SNOW REMOVAL & SALT APP 12/12/16	816	265	93.45
			2917		SNOW REMOVAL & SALT APP 12/12/16	816	265	456.57
			2884		SALT APPLICATION 12/11/16	816	265	93.45
			2850		SALT APPLICATION 12/4/16	816	265	378.92
			2850		SALT APPLICATION 12/4/16	816	265	37.28
			3051		SNOW REMOVAL & SALT APP 1/10/17	816	265	93.45
			3051		SNOW REMOVAL & SALT APP 1/10/17	816	265	456.57
			3039		SALT APPLICATION 1/7/17	816	666	29.00
			2952		SALT APPLICATION 12/18/16	816	666	29.00
			2951		SNOW REMOVAL & SALT APP. 12/17/16	816	666	73.32
			2925		SNOW REMOVAL & SALT APP 12/15/16	816	666	73.32
			2917		SNOW REMOVAL & SALT APP 12/12/16	816	666	73.32
			2884		SALT APPLICATION 12/11/16	816	666	50.00
			2850		SALT APPLICATION 12/4/16	816	666	29.00
			3051		SNOW REMOVAL & SALT APP 1/10/17	816	666	73.32
				CHECK MIF 41883 TOTAL FOR FU				<u>3,576.39</u>
01/11/2017	MIF	41887*#	19853	ALLIANCE WINDOW CLEANING	COM CTR INSIDE & OUTSIDE 12/14/16	930	666	58.00
01/11/2017	MIF	41888*#	1640278	ARBOR SPRINGS WATER CO INC	OFFICE 5 - 5 GAL ARTESIAN WATER &	727	265	32.50
			1640278		OFFICE 5 - 5 GAL ARTESIAN WATER &	940	265	14.00
				CHECK MIF 41888 TOTAL FOR FU				<u>46.50</u>
01/11/2017	MIF	41889	1052017	ASSESSMENT ADMIN. SERVICES,	ASSESSING SERVICES DEC 2016-JAN 20	818	257	4,833.33
01/11/2017	MIF	41891	7404-30854	BJ'S HEATING & COOLING	75 BARKER - NO HEAT CALL 12/9/16	930	265	94.00
01/11/2017	MIF	41896*#	8245 12 485 007512	CHARTER COMMUNICATIONS	PEG STATION 1/9/17-2/8/17	850	265	51.74

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND								
01/11/2017	MIF	41897*#	73207145	CONSTELLATION ENERGY SERVICE	ENERGY SUPPLY 11/17/16-12/21/16	920	666	81.19
01/11/2017	MIF	41899	MILEAGE	DAWN SAMFILIPPO	MILEAGE 11/7/16-12/29/16	860	253	48.60
01/11/2017	MIF	41901	AK02-11225	EMPLOYMENT PUBLISHING	CODE ENFORCEMENT OFFICER AD			** VOIDED **
01/11/2017	MIF	41903#	54	JAMES NELSON	VIDEO OPERATOR DECEMBER 2016	723	215	85.00
			53		VIDEO OPERATOR NOV 2016	723	215	85.00
			52		VIDEO OPERATOR OCT 2016	723	215	170.00
			51		VIDEO OPERATOR SEPT 2016	723	215	255.00
			50		VIDEO OPERATOR AUGUST 2016	723	215	170.00
			49		VIDEO OPERATOR JULY 2016	723	215	255.00
			54		VIDEO OPERATOR DECEMBER 2016	723	412	85.00
			53		VIDEO OPERATOR NOV 2016	723	412	85.00
			52		VIDEO OPERATOR OCT 2016	723	412	85.00
			51		VIDEO OPERATOR SEPT 2016	723	412	170.00
			50		VIDEO OPERATOR AUGUST 2016	723	412	255.00
			49		VIDEO OPERATOR JULY 2016	723	412	255.00
				CHECK MIF 41903 TOTAL FOR FU				1,955.00
01/11/2017	MIF	41905	REIMBURSE	JENNIFER CARLISLE	POSTAGE FOR OVERNIGHT MAIL - PAYME	851	265	22.95
01/11/2017	MIF	41907	EASEMENT	KATHY CREMIN	EASEMENT FOR NON-MOTORIZED PATH	814	449	10,000.00
01/11/2017	MIF	41908#	PAYCHECK	LISA LEMBLE	RECORDING SECRETARY 10/11/16-12/13	723	215	1,055.00
			PAYCHECK		RECORDING SECRETARY 10/11/16-12/13	723	247	50.00
			PAYCHECK		RECORDING SECRETARY 10/11/16-12/13	723	412	780.00
				CHECK MIF 41908 TOTAL FOR FU				1,885.00
01/11/2017	MIF	41909	222	LUCAS LAW, PC	DRAFT AUDIT LETTER	803	270	112.50
			223		LEGAL SERVICES 3/23/16-11/3/16	803	270	3,037.71
				CHECK MIF 41909 TOTAL FOR FU				3,150.21
01/11/2017	MIF	41910#	MILEAGE	MARY BIRD	MILEAGE 12/7/16-12/13/16	860	257	15.12
			MILEAGE		MILEAGE 12/7/16-12/13/16	860	412	15.12
				CHECK MIF 41910 TOTAL FOR FU				30.24
01/11/2017	MIF	41911	19348	MASTERCRAFT PLUMBING, INC.	COM CTR TOILET REPAIR	930	666	541.00

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Fund: 101 GENERAL FUND									
01/11/2017	MIF	41912#	21652	MCKENNA ASSOCIATES	COMMUNITY PARK MASTER PLAN DEVELOP	956	101	1,310.40	
			21601		PLANNING SERVICES THROUGH NOV. 201	637	412	500.00	
			21601		PLANNING SERVICES THROUGH NOV. 201	801	412	2,137.50	
			21601		PLANNING SERVICES THROUGH NOV. 201	823	412	705.00	
			CHECK MIF 41912 TOTAL FOR FU						4,652.90
01/11/2017	MIF	41914	IN792199	MICHIGAN OFFICE SOLUTIONS	COM CTR SERVICE 12/1/16-12/31/16	727	666	34.16	
01/11/2017	MIF	41915	31013	MICRO TECH SERVICES INC.	ANTIVIRUS MGMT 1/1/17-1/31/17	930	265	164.90	
			31014		BOARD ROOM ANTIVIRUS 1/1/17-1/31/1	930	265	18.00	
			CHECK MIF 41915 TOTAL FOR FU						182.90
01/11/2017	MIF	41918	182034	OHM ADVISORS	ENGINEERING SERVICES THROUGH 11/05	806	270	785.50	
01/11/2017	MIF	41919	EASEMENT	PATRICIA JOHNSON	NON-MOTORIZED PATH EASEMENT	814	449	10,000.00	
01/11/2017	MIF	41920*#	DEC. 2016	PAUL E BURNS	LEGAL SERVICES FOR DEC. 2016	803	253	500.00	
			DEC. 2016		LEGAL SERVICES FOR DEC. 2016	803	270	8,380.62	
			DEC. 2016		LEGAL SERVICES FOR DEC. 2016	927	270	(3,800.00)	
			CHECK MIF 41920 TOTAL FOR FU						5,080.62
01/11/2017	MIF	41922	XXXX XXXX XXXX 133	PNC BANK	AVERILL CHARGES 11/19/16-12/19/16	727	666	45.82	
			XXXX XXXX XXXX 133		AVERILL CHARGES 11/19/16-12/19/16	727	666	21.40	
			XXXX XXXX XXXX 133		AVERILL CHARGES 11/19/16-12/19/16	807	666	110.00	
			XXXX XXXX XXXX 133		AVERILL CHARGES 11/19/16-12/19/16	815	666	941.58	
			XXXX XXXX XXXX 133		AVERILL CHARGES 11/19/16-12/19/16	815	666	(12.00)	
			XXXX XXXX XXXX 133		AVERILL CHARGES 11/19/16-12/19/16	822	666	139.96	
			XXXX XXXX XXXX 133		AVERILL CHARGES 11/19/16-12/19/16	851	666	47.00	
			XXXX XXXX XXXX 133		AVERILL CHARGES 11/19/16-12/19/16	900	666	225.00	
			CHECK MIF 41922 TOTAL FOR FU						1,518.76
01/11/2017	MIF	41923	3067077	QUILL CORP	OFFICE SUPPLIES	727	265	28.46	
01/11/2017	MIF	41925	361128559	TERMINIX	COM CTR PEST CONTROL 12/27/16	930	666	43.00	
01/11/2017	MIF	41926	1276227	TRANSACT TECHNOLOGIES INC.	RIBBON TAPE FOR RECEIPT MACHINE			** VOIDED **	
01/11/2017	MIF	41927	2709893	TRILLIUM	WEEK END 1/1/17 24.5 HOURS ISENBA	703	253	525.53	
01/11/2017	MIF	41928*#	321106221	U.S. BANK EQUIPMENT FINANCE	OFFICE & PD COPIER LEASE	940	265	180.72	

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Fund: 101 GENERAL FUND								
01/11/2017	MIF	41929	PO BOX 576	US POSTAL SERVICE	PO BOX SERVICE FEE RENEWAL	940	265	90.00
01/11/2017	MIF	41930	512505	WASHTENAW COUNTY	ROAD COMMI ENGINEERING SERVICES FOR NON-MOTOR	806	270	187.00
01/13/2017	MIF	350 (E) *#		PAYROLL	SUPERVISOR WAGES	701	171	480.77
					SUPERVISOR FICA	715	171	36.78
					TOWNSHIP MANAGER WAGES	701	172	3,192.31
					ASST TO TOWNSHIP MANAGER-CLERICAL	704	172	844.86
					TOWNSHIP MANAGER FICA	715	172	455.08
					TOWNSHIP MANAGER PENSION	718	172	319.22
					CONTROLLER WAGES	722	172	1,911.65
					CLERK WAGES	701	215	480.77
					DEPUTY CLERK WAGES	703	215	1,520.00
					CLERK FICA	715	215	153.06
					DEPUTY CLERK PENSION	718	215	152.00
					TREASURER WAGES	701	253	480.77
					DEPUTY TREASURER WAGES	703	253	1,440.00
					TREASURER FICA	715	253	134.80
					ASST ASSESSOR	709	257	1,565.60
					ASST ASSESSOR FICA	715	257	119.77
					ASST ASSESSOR PENSION	718	257	156.56
					JANITORIAL WAGES	710	265	495.00
					JANITORIAL FICA	715	265	37.87
					PAYROLL FEES	727	265	117.08
					COMM. CENTER DIRECTOR WAGES	701	666	1,668.80
					JANITORIAL WAGES	710	666	320.00
					COMM. CENTER FICA	715	666	147.94
					COMM CENTER DIRECTOR-PENSION	718	666	166.88
					CHECK MIF 350 (E) TOTAL FOR F			<u>16,397.57</u>
01/19/2017	MIF	41934*#	VR0000301969	ADVANCED DISPOSAL	COM CTR TRASH REMOVAL 1/1/17-3/31/	930	666	63.36
01/19/2017	MIF	41936*#	007011521710-0001	BLUE CROSS BLUE SHIELD OF MI	SILVER PREMIUMS FOR FEB. 2017	716	215	577.77
			007011521710-0001		SILVER PREMIUMS FOR FEB. 2017	716	253	2,136.47
			007011521710-0001		SILVER PREMIUMS FOR FEB. 2017	716	666	629.93
					CHECK MIF 41936 TOTAL FOR FU			<u>3,344.17</u>
01/19/2017	MIF	41937*#	007011521710-0002	BLUE CROSS BLUE SHIELD OF MI	BRONZE PREMIUMS FOR FEB. 2017	716	257	1,077.16

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Fund: 101 GENERAL FUND								
01/19/2017	MIF	41942	97536	PRINTING SYSTEMS INC	ELECTION - AV APPLICATIONS, ENVELO	727	191	87.34
			98025		ELECTIONS - AV BALLOT ENVELOPES &	727	191	371.19
				CHECK MIF 41942 TOTAL FOR FU				458.53
01/19/2017	MIF	41943	1946	SIGN A RAMA	NEW MEMBER NAME PLATES BOT, PC & Z	727	265	273.00
01/25/2017	MIF	41952	0001944982	MLIVE MEDIA GROUP	ADVERTISING 12/4/16-12/25/16	900	101	397.84
01/25/2017	MIF	41953*#	7900 0440 8028 91	NEOFUNDS BY NEOPOST	INK, TAPES & POSTAGE THROUGH 1/3/1	727	265	182.31
			7900 0440 8028 91		INK, TAPES & POSTAGE THROUGH 1/3/1	851	265	218.01
			7900 0440 8028 91		INK, TAPES & POSTAGE THROUGH 1/3/1	851	412	50.18
				CHECK MIF 41953 TOTAL FOR FU				450.50
01/25/2017	MIF	41954	3102313	QUILL CORP	OFFICE SUPPLY ORDER# 98826457	727	265	149.66
			3187326		WIRELESS MOUSE X2	727	265	10.78
			3229379		DEPOSIT ONLY SELF-INKING STAMP	727	265	18.88
			2134313		OFFICE SUPPLY ORDER 97780730	727	265	94.97
				CHECK MIF 41954 TOTAL FOR FU				274.29
01/25/2017	MIF	41955*#	00 751981 0001	STANDARD INSURANCE CO.	PREMIUMS FOR FEB. 2017	717	172	81.29
			00 751981 0001		PREMIUMS FOR FEB. 2017	717	215	41.19
			00 751981 0001		PREMIUMS FOR FEB. 2017	717	253	45.44
			00 751981 0001		PREMIUMS FOR FEB. 2017	717	257	45.44
			00 751981 0001		PREMIUMS FOR FEB. 2017	717	666	43.68
				CHECK MIF 41955 TOTAL FOR FU				257.04
01/25/2017	MIF	41956*#	6035 5178 2024 35	STAPLES CREDIT PLAN	CHARGES 12/13/16-1/8/17	727	265	103.13
01/25/2017	MIF	41957	2710231	TRILLIUM	WEEK END 1/8/17 16 HRS ISENBARG, T	703	253	343.20
01/25/2017	MIF	41958*#	9778275235	VERIZON WIRELESS MESSAGING S	FD PHONES & CELL SERVICE 12/8/16-1	850	172	53.15
01/25/2017	MIF	41961	580541	WHITLOCK BUSINESS SYSTEMS, I	PPT STATEMENTS PRINT & MAIL	900	257	172.75
01/27/2017	MIF	351(E)*#		PAYROLL	SUPERVISOR WAGES	701	171	480.77
					SUPERVISOR FICA	715	171	36.78
					TOWNSHIP MANAGER WAGES	701	172	17,516.10
					ASST TO TOWNSHIP MANAGER-CLERICAL	704	172	1,146.91

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Fund: 101 GENERAL FUND								
					TOWNSHIP MANAGER FICA	715	172	1,651.32
					TOWNSHIP MANAGER PENSION	718	172	319.22
					CONTROLLER WAGES	722	172	2,922.88
					CLERK WAGES	701	215	480.77
					DEPUTY CLERK WAGES	703	215	1,520.00
					CLERK FICA	715	215	153.06
					DEPUTY CLERK PENSION	718	215	152.00
					TREASURER WAGES	701	253	480.77
					DEPUTY TREASURER WAGES	703	253	1,440.00
					CLERICAL WAGES	704	253	620.00
					TREASURER FICA	715	253	182.24
					ASST ASSESSOR	709	257	1,565.60
					ASST ASSESSOR FICA	715	257	119.76
					ASST ASSESSOR PENSION	718	257	156.56
					PAYROLL FEES	727	265	19.79
					ZBA / PLANNING FICA	715	412	53.55
					PLANN COMM WAGES	726	412	700.00
					COMM. CENTER DIRECTOR WAGES	701	666	1,668.80
					COMM. CENTER FICA	715	666	123.45
					COMM CENTER DIRECTOR-PENSION	718	666	166.88
					CHECK MIF 351(E) TOTAL FOR F			<u>33,677.21</u>
01/31/2017	MIF	41962	35759	ELECTION SOURCE	NOVEMBER 8, 2016 GENERAL ELECTION	727	191	295.31
02/02/2017	MIF	41966*#	895266	APPLIED IMAGING	OFFICE & PD COPIER METER READ 12/2	727	265	42.61
02/02/2017	MIF	41970	184726	KENT COMMUNICATIONS INC	POSTAGE FOR ASSESSMENT NOTICES	851	257	1,582.15
02/09/2017	MIF	41976*#	897258	APPLIED IMAGING	WWTP & COM CTR COPY METER 1/22/17-	727	666	12.98
02/09/2017	MIF	41978*#	8245 12 485 008377	CHARTER COMMUNICATIONS	PSB & OFFICE PHONES 2/7/17-3/6/17	850	265	119.96
02/09/2017	MIF	41979*#	1000 0973 9812	CONSUMERS ENERGY	9101 MAIN ST. 12/24/16-01/24/17	920	666	121.85
02/09/2017	MIF	41980*#	2689 463 0018 6 2689 463 0005 3	DTE ENERGY	66 6 MILE RD #SIREN 11/30/16-2/1/ 9101 MAIN ST. 12/21/16-1/25/17	920 920	265 666	33.64 71.21
					CHECK MIF 41980 TOTAL FOR FU			<u>104.85</u>
02/09/2017	MIF	41983*#	0000-7608-3	DTE ENERGY	OVERHEADS & ORNAMENTALS 12/1/16-12	920	448	3,275.21

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Fund: 101 GENERAL FUND								
02/09/2017	MIF	41986	CLASSES	LINDA HARTLEY	YOGA NOVEMBER & DECEMBER 2016	815	666	595.00
02/09/2017	MIF	41987	CLASSES	LISA ABRAMS	GENTLE ENERGY EXERCISE SEPT-NOV 20	815	666	16.00
02/09/2017	MIF	41989#	0001959819	MLIVE MEDIA GROUP	ADS 1/1/17-1/29/17	900	101	379.39
			0001959819		ADS 1/1/17-1/29/17	900	412	333.19
				CHECK MIF 41989 TOTAL FOR FU				712.58
02/09/2017	MIF	41990#	4436 0370 3907 85	PNC BANK	FINK CHARGES 12/20/16-1/5/17	900	101	45.00
			4436 0370 3907 85		FINK CHARGES 12/20/16-1/5/17	957	253	198.00
			4436 0370 3907 85		FINK CHARGES 12/20/16-1/5/17	727	265	277.24
				CHECK MIF 41990 TOTAL FOR FU				520.24
02/09/2017	MIF	41991*#	4436 0370 3002 32	PNC BANK	WAGNER CHARGES 12/21/16-1/12/17	850	265	45.00
02/09/2017	MIF	41992	CLASSES	REBECCA LAYMON	ZUMBA GOLD DECEMBER '16 & JANUARY	815	666	25.00
			REIMBURSE		FITNESS BANDS	836	666	63.60
				CHECK MIF 41992 TOTAL FOR FU				88.60
02/09/2017	MIF	41993	362052703	TERMINIX	COM CTR PEST CONTROL 1/31/17	930	666	43.00
02/09/2017	MIF	41995*#	5003688193	WELLS FARGO FINANCIAL LEASIN	OFFICE & PD COPIERS - 12/1/16-12/3	940	265	75.70
				Total for fund 101 GENERAL FUND				114,815.64

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Fund: 207 LAW ENFORCEMENT FUND								
01/11/2017	MIF	41888*#	1640275	ARBOR SPRINGS WATER CO INC	PD 4 - 5 GAL ARTESIAN WATER & RENT	727	301	40.00
01/11/2017	MIF	41900	P-380275	DON'S BODY SHOP	2014 TAURUS TOW	930	333	25.00
01/11/2017	MIF	41902	329-29385	FASTSIGNS	GRAPHIC REMOVAL FROM 2013 FORD EXP	930	333	330.00
01/11/2017	MIF	41920*#	DEC. 2016	PAUL E BURNS	LEGAL SERVICES FOR DEC. 2016	803	270	3,300.00
01/11/2017	MIF	41928*#	321106221	U.S. BANK EQUIPMENT FINANCE	OFFICE & PD COPIER LEASE	940	301	180.71
01/13/2017	MIF	350 (E)*#		PAYROLL	LAW ENFORCEMENT SUPERVISORS WAGES	701	226	7,765.60
					LAW ENFORCEMENT FULL-TIME WAGES	702	226	17,004.81
					LAW ENFORCEMENT CLERICAL WAGES	704	226	2,575.45
					LAW ENFORCEMENT PART-TIME WAGES	708	226	2,433.11
					JANITORIAL WAGES	710	226	765.00
					LAW ENFORCEMENT OVER-TIME WAGES	711	226	3,238.81
					LAW ENFORCEMENT FICA	715	226	2,574.73
					LAW ENFORCEMENT PENSION	718	226	2,503.76
					PAYROLL FEE	727	301	132.04
				CHECK MIF 350 (E) TOTAL FOR F				<u>38,993.31</u>
01/19/2017	MIF	41936*#	007011521710-0001	BLUE CROSS BLUE SHIELD OF MI	SILVER PREMIUMS FOR FEB. 2017	716	226	1,741.23
01/19/2017	MIF	41937*#	007011521710-0002	BLUE CROSS BLUE SHIELD OF MI	BRONZE PREMIUMS FOR FEB. 2017	716	226	5,511.62
01/19/2017	MIF	41941*	ARR0005204	NEXTIVA INC.	PD & FD PHONE SERVICE 2/1/17-2/28/	850	301	484.97
01/19/2017	MIF	41946	48074475	WEX BANK	PD FUEL CHARGES DEC 2016	860	333	1,275.60
01/25/2017	MIF	41947	17-263	52-2 DISTRICT COURT	COMPLAINT # 17-263 MOORE, MICHAEL	214	000	100.00
01/25/2017	MIF	41953*#	7900 0440 8028 91	NEOFUNDS BY NEOPOST	INK, TAPES & POSTAGE THROUGH 1/3/1	851	301	20.96
01/25/2017	MIF	41955*#	00 751981 0001	STANDARD INSURANCE CO.	PREMIUMS FOR FEB. 2017	717	226	652.37
01/25/2017	MIF	41956*#	6035 5178 2024 35	STAPLES CREDIT PLAN	CHARGES 12/13/16-1/8/17	727	301	71.68
01/25/2017	MIF	41958*#	9778159300	VERIZON WIRELESS MESSAGING S	PD CELL SERVICE 12/5/16-1/4/17	850	301	186.55

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Fund: 207 LAW ENFORCEMENT FUND								
01/27/2017	MIF	351(E)*#		PAYROLL	LAW ENFORCEMENT SUPERVISORS WAGES	701	226	8,169.61
					LAW ENFORCEMENT FULL-TIME WAGES	702	226	16,557.90
					LAW ENFORCEMENT CLERICAL WAGES	704	226	2,601.35
					LAW ENFORCEMENT PART-TIME WAGES	708	226	2,086.12
					LAW ENFORCEMENT OVER-TIME WAGES	711	226	1,156.69
					LAW ENFORCEMENT FICA	715	226	2,322.79
					LAW ENFORCEMENT PENSION	718	226	2,503.76
					PAYROLL FEE	727	301	22.31
				CHECK MIF 351(E) TOTAL FOR F				<u>35,420.53</u>
02/02/2017	MIF	41966*#	895266	APPLIED IMAGING	OFFICE & PD COPIER METER READ 12/2	727	301	13.85
02/02/2017	MIF	41974	5003659814	WELLS FARGO FINANCIAL LEASIN	PD PRINTER LEASE 1/8/17-2/7/17	727	301	87.50
			5003659814		PD PRINTER LEASE 1/8/17-2/7/17	930	301	96.66
				CHECK MIF 41974 TOTAL FOR FU				<u>184.16</u>
02/09/2017	MIF	41988	551-479333	MICHIGAN STATE POLICE	SEX OFFENDER REGISTRATION PERFETTO	214	000	30.00
02/09/2017	MIF	41991*#	4436 0370 3002 32	PNC BANK	WAGNER CHARGES 12/21/16-1/12/17	727	301	75.00
02/09/2017	MIF	41995*#	5003688193	WELLS FARGO FINANCIAL LEASIN	OFFICE & PD COPIERS - 12/1/16-12/3	940	301	39.21
				Total for fund 207 LAW ENFORCEMENT FUND				<u>88,676.75</u>

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Fund: 216 MEDICAL RESCUE FUND									
01/11/2017	MIF	41883*#	2952	AJ'S MAINTENANCE AND SERVICE	SALT APPLICATION 12/18/16	816	265	20.00	
			2951		SNOW REMOVAL & SALT APP. 12/17/16	816	265	50.00	
			2925		SNOW REMOVAL & SALT APP 12/15/16	816	265	50.00	
			2917		SNOW REMOVAL & SALT APP 12/12/16	816	265	201.24	
			2884		SALT APPLICATION 12/11/16	816	265	50.00	
			2850		SALT APPLICATION 12/4/16	816	265	81.00	
			3051		SNOW REMOVAL & SALT APP 1/10/17	816	265	50.00	
				CHECK MIF 41883 TOTAL FOR FU					502.24
01/11/2017	MIF	41888*#	1640274	ARBOR SPRINGS WATER CO INC	FD 2 - 5 GAL ARTESIAN WATER	727	301	13.00	
01/11/2017	MIF	41893	82351596	BOUND TREE MEDICAL LLC	ADAPTER AIRWAY TUBE	727	301	124.08	
01/11/2017	MIF	41894	2716-242416	CARQUEST AUTO PARTS - FD	XTREME BLUE	930	333	9.52	
01/11/2017	MIF	41897*#	73207145	CONSTELLATION ENERGY SERVICE	ENERGY SUPPLY 11/17/16-12/21/16	920	301	75.66	
01/11/2017	MIF	41917	711249854	OCCUPATIONAL HEALTH CENTERS	PHYSICAL - DENTEL, JACOB	730	226	54.50	
01/13/2017	MIF	350(E)*#		PAYROLL	FIRE - CHIEF WAGES	701	226	3,281.15	
					FIRE - PART-TIME WAGES	702	226	5,677.50	
					ADMINISTRATIVE ASSISTANT	705	226	31.07	
					FIRE - PAID-ON-CALL WAGES	708	226	2,812.50	
					FIRE - FICA	715	226	909.13	
					FIRE - PENSION	718	226	328.10	
					FIRE - TRAINING WAGES	958	226	189.00	
					PAYROLL FEE	727	301	196.81	
				CHECK MIF 350(E) TOTAL FOR F					13,425.26
01/19/2017	MIF	41934*#	VR0000301253	ADVANCED DISPOSAL	FIRE STATION 2 TRASH REMOVAL 1/1/1	920	301	48.00	
01/19/2017	MIF	41935	108287	BERGER CHEVROLET	2017 CHEVY SILVERADO VIN *****	974	900	30,345.70	
			107118		2017 CHEVY SILVERADO VIN *****107	974	900	30,345.70	
				CHECK MIF 41935 TOTAL FOR FU					60,691.40
01/19/2017	MIF	41936*#	007011521710-0001	BLUE CROSS BLUE SHIELD OF MI	SILVER PREMIUMS FOR FEB. 2017	716	226	1,638.19	
01/19/2017	MIF	41938	78839729	DELL FINANCIAL SERVICES	RENTAL PERIOD 12/11/16-2/25/17	972	301	323.41	

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Fund: 216 MEDICAL RESCUE FUND								
01/19/2017	MIF	41939	INV05303	EMERGENT HEALTH PARTNERS	FIRE DISPATCHING SERVICES JAN 2017	820	301	1,002.17
01/19/2017	MIF	41940	9319642808	GRAINGER, INC.	NONSPIKE FLARES	727	301	152.33
01/19/2017	MIF	41941*	ARR0005204	NEXTIVA INC.	PD & FD PHONE SERVICE 2/1/17-2/28/	850	301	290.84
01/19/2017	MIF	41944	15208	THE ACCUMED GROUP	FIRE BILLING SERVICE FEE	818	301	19.79
01/19/2017	MIF	41945	6035 3012 0297 48	TRACTOR SUPPLY CREDIT PLAN	CHARGES 12/11/16	727	301	119.80
01/25/2017	MIF	41951	8245 12 485 008064	CHARTER COMMUNICATIONS	STATION2 INTERENT & PHONES 1/23/17	850	301	69.98
01/25/2017	MIF	41955*#	00 751981 0001	STANDARD INSURANCE CO.	PREMIUMS FOR FEB. 2017	717	226	70.41
01/25/2017	MIF	41956*#	6035 5178 2024 35	STAPLES CREDIT PLAN	CHARGES 12/13/16-1/8/17	727	301	40.99
01/25/2017	MIF	41958*#	9778275235	VERIZON WIRELESS MESSAGING S	FD PHONES & CELL SERVICE 12/8/16-1	850	301	483.67
01/25/2017	MIF	41960	48353579	WEX BANK	FD FUEL CHARGES DEC 2016	860	333	636.54
01/27/2017	MIF	351(E)*#		PAYROLL	FIRE - CHIEF WAGES	701	226	3,281.15
					FIRE - PART-TIME WAGES	702	226	5,167.50
					ADMINISTRATIVE ASSISTANT	705	226	201.92
					FIRE - PAID-ON-CALL WAGES	708	226	2,166.30
					SALARIES - OFFICERS	712	226	5,175.00
					FIRE - FICA	715	226	1,237.13
					FIRE - PENSION	718	226	328.10
					FIRE - TRAINING WAGES	958	226	288.00
					PAYROLL FEE	727	301	33.26
				CHECK MIF 351(E) TOTAL FOR F				17,878.36
02/09/2017	MIF	41980*#	3147 035 0001 2	DTE ENERGY	2727 E NORTH TERRITORIAL 12/16/16-	920	301	105.07
02/09/2017	MIF	41985	XXXX XXXX 1354 367	HOME DEPOT CREDIT SERVICES	CHARGES 1/6/17	930	301	12.54
02/09/2017	MIF	41991*#	4436 0370 3002 32	PNC BANK	WAGNER CHARGES 12/21/16-1/12/17	727	301	375.09
02/09/2017	MIF	41994*	MULTIPLE	WARD'S DO IT CENTER	FD CHARGES 1/17/17-1/26/17	727	301	19.71
			MULTIPLE		FD CHARGES 1/17/17-1/26/17	727	301	(1.98)
				CHECK MIF 41994 TOTAL FOR FU				17.73

02/09/2017 02:10 PM

User: JEN

DB: Northfield

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

CHECK DATE FROM 01/10/2017 - 02/09/2017

Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 216 MEDICAL RESCUE FUND								
					Total for fund 216 MEDICAL RESCUE FUND			98,180.57

Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 230 DONATION FUND								
01/11/2017	MIF	41932	7915415-1717-7	WASTE MANAGEMENT OF MI	13-16927-13007 DOG PARK WASTE REMO	905	301	24.62
Total for fund 230 DONATION FUND								24.62

02/09/2017 02:10 PM
User: JEN
DB: Northfield

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP
CHECK DATE FROM 01/10/2017 - 02/09/2017
Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 287 BUILDING DEPARTMENT FUND								
01/11/2017	MIF	41896*#	8245 12 485 008374	CHARTER COMMUNICATIONS	BLDG DEPT & PSB PHONES & INTERNET	850	301	39.99
01/11/2017	MIF	41921	0000003196	PITTSFIELD TOWNSHIP	BLDG INSPECTIONS NOV. 2016	725	261	1,777.50
02/02/2017	MIF	41968	PAYCHECK	DINO BONA	ELECTRICAL INSPECTIONS JAN. 2017	725	301	405.00
02/02/2017	MIF	41969	PAYCHECK	ELECTRICAL CODE SERVICES LLC	ELECTRICAL INSPECTIONS JAN. 2017	725	301	135.00
02/02/2017	MIF	41971	PAYCHECK	LEONARD DONALD CZINSKI	MECHANICAL INSPECTIONS JAN. 2017	725	301	1,260.00
02/02/2017	MIF	41973	0000003273	PITTSFIELD TOWNSHIP	BLDG INSPECTIONS DEC. 2016	725	261	915.00
Total for fund 287 BUILDING DEPARTMENT FUND								4,532.49

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 370 PUBLIC SAFETY BLDG DEBT FD								
01/11/2017	MIF	41883*#	3039	AJ'S MAINTENANCE AND SERVICE	SALT APPLICATION 1/7/17	816	301	193.33
			2952		SALT APPLICATION 12/18/16	816	301	193.33
			2951		SNOW REMOVAL & SALT APP. 12/17/16	816	301	510.09
			2925		SNOW REMOVAL & SALT APP 12/15/16	816	301	510.09
			2917		SNOW REMOVAL & SALT APP 12/12/16	816	301	510.09
			2884		SALT APPLICATION 12/11/16	816	301	364.58
			2850		SALT APPLICATION 12/4/16	816	301	193.33
			3051		SNOW REMOVAL & SALT APP 1/10/17	816	301	510.09
				CHECK MIF 41883 TOTAL FOR FU				2,984.93
01/11/2017	MIF	41886	2267	ALISON MECHANICAL	SERVICE CALL - NO BOILER	930	301	195.00
01/11/2017	MIF	41887*#	19851	ALLIANCE WINDOW CLEANING	PSB ENTRANCEWAY 12/14/16	930	301	10.00
			19950		PSB ENTRANCEWAY 12/29/16	930	301	10.00
				CHECK MIF 41887 TOTAL FOR FU				20.00
01/11/2017	MIF	41896*#	8245 12 485 008374	CHARTER COMMUNICATIONS	BLDG DEPT & PSB PHONES & INTERNET	850	301	224.94
01/11/2017	MIF	41897*#	73207145	CONSTELLATION ENERGY SERVICE	ENERGY SUPPLY 11/17/16-12/21/16	920	301	1,656.40
01/11/2017	MIF	41906	99963	JLB OF WHITMORE LAKE, INC.	SERVICE CALL	930	301	256.00
			99956		BRAKE SOLENOID	930	301	242.00
				CHECK MIF 41906 TOTAL FOR FU				498.00
01/19/2017	MIF	41934*#	VR0000301264	ADVANCED DISPOSAL	PSB TRASH REMOVAL 1/1/17-3/31/17	930	301	69.36
01/25/2017	MIF	41948	201775	ALLSTAR ALARM LLC	CENTRAL MONITORING 2/1/17-4/30/17	818	301	261.00
02/02/2017	MIF	41967	8245 12 485 004952	CHARTER COMMUNICATIONS	PSB INTERNET & PHONE 2/1/17-2/28/17	850	301	159.97
02/09/2017	MIF	41977	734449030601	AT&T	ELEVATOR PHONE LINE 12/26/16-1/25/17	850	301	66.28
02/09/2017	MIF	41978*#	8245 12 485 008377	CHARTER COMMUNICATIONS	PSB & OFFICE PHONES 2/7/17-3/6/17	850	301	89.97
02/09/2017	MIF	41979*#	1000 0012 0517	CONSUMERS ENERGY	8350 MAIN ST. 12/24/16-1/24/17	920	301	2,167.94
02/09/2017	MIF	41980*#	4693 635 0002 3	DTE ENERGY	8350 MAIN ST. 12/19/16-1/23/17	920	301	1,330.40

Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 370 PUBLIC SAFETY BLDG DEBT FD								
02/09/2017	MIF	41991*#	4436 0370	3002 32 PNC BANK	WAGNER CHARGES 12/21/16-1/12/17	930	301	168.49
Total for fund 370 PUBLIC SAFETY BLDG DEBT FD								9,892.68

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 571 WASTEWATER TREATMENT FUND								
01/11/2017	MIF	41888*#	1640266	ARBOR SPRINGS WATER CO INC	WWTP 8 - 5 GAL ARTESIAN WATER	930	301	52.00
01/11/2017	MIF	41890	0255119-IN	BEAVER RESEARCH CO	PELADOW 50#	930	301	240.02
01/11/2017	MIF	41892	300595	BOULLION SALES, INC.	BACKPACK BLOWER	930	301	464.00
01/11/2017	MIF	41895	2716-242233	CARQUEST AUTO PARTS - WWTP	DIESEL FUEL & DE-ICER	930	333	67.11
01/11/2017	MIF	41897*#	73207145	CONSTELLATION ENERGY SERVICE	ENERGY SUPPLY 11/17/16-12/21/16	920	301	5,643.58
01/11/2017	MIF	41898	006-30963	CUMMINS BRIDGEWAY LLC	GENERATOR SERVICE	819	301	707.83
01/11/2017	MIF	41913	591-8127943	MICHIGAN DEPT. OF TRANSPORTA	ANN ARBOR RAILROAD CONTRACT #C-292	930	301	257.75
01/11/2017	MIF	41916	383075	NCL OF WISCONSIN, INC.	HYDROCHLORIC ACID, POTASSIUM PERSU	740	301	944.34
01/11/2017	MIF	41924	618894510-178	SPRINT/NEXTEL COMMUNICATIONS	WWTP SERVICE 11/24/16-12/23/16	850	301	40.04
01/11/2017	MIF	41931*#	29034	WASHTENAW COUNTY TREASURER	2016 AUDIT & ACCOUNTING FEES	954	528	449.88
01/11/2017	MIF	41933	7045264	XEROGRAPHICSOLUTIONS CAP A P	CONTRACT 24865579 EQUIPMENT RETURN	940	301	146.20
01/13/2017	MIF	350(E)*#		PAYROLL	SEWER - SUPERINTENDENT WAGES	701	226	2,519.23
					SEWER - FULL-TIME WAGES	702	226	7,676.71
					SEWER -FICA	715	226	765.19
					SEWER - PENSION	718	226	977.56
					PAYROLL FEE	727	301	52.32
				CHECK MIF 350(E) TOTAL FOR F				11,991.01
01/19/2017	MIF	41934*#	VR0000304279	ADVANCED DISPOSAL	WWTP TRASH REMOVAL 1/1/17-3/31/17	920	301	216.00
01/19/2017	MIF	41936*#	007011521710-0001	BLUE CROSS BLUE SHIELD OF MI	SILVER PREMIUMS FOR FEB. 2017	716	226	1,254.81
01/19/2017	MIF	41937*#	007011521710-0002	BLUE CROSS BLUE SHIELD OF MI	BRONZE PREMIUMS FOR FEB. 2017	716	226	4,846.20
01/25/2017	MIF	41949	891794	APPLIED IMAGING	WWTP - CAT16 14FT PATCH CABLE	727	301	19.95
01/25/2017	MIF	41950	2716-243458	CARQUEST AUTO PARTS - WWTP	TIRE VALVE, VALVE S-PACK, SCREWDRI	930	301	8.34
01/25/2017	MIF	41955*#	00 751981 0001	STANDARD INSURANCE CO.	PREMIUMS FOR FEB. 2017	717	226	251.77
01/25/2017	MIF	41959	MULTIPLE	WARD'S DO IT CENTER	WWTP CHARGES 12/1/16-12/20/16	930	301	158.90

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 571 WASTEWATER TREATMENT FUND								
01/27/2017	MIF	351(E)*#		PAYROLL	SEWER - SUPERINTENDENT WAGES	701	226	2,519.23
					SEWER - FULL-TIME WAGES	702	226	7,676.71
					SEWER -FICA	715	226	775.90
					SEWER - PENSION	718	226	977.56
					PAYROLL FEE	727	301	8.84
					COMMUNICATION	850	301	140.00
				CHECK MIF 351(E) TOTAL FOR F				<u>12,098.24</u>
02/01/2017	MIF	41963	02/01/2017	MARTIN REDILLA	UB refund for account: 689407	214	000	231.71
02/01/2017	MIF	41964	02/01/2017	NORTHFIELD ESTATES	UB refund for account: 673134	214	000	92.40
02/01/2017	MIF	41965	02/01/2017	NORTHFIELD ESTATES	UB refund for account: 673552	214	000	5.60
			02/01/2017		UB refund for account: 673036	214	000	83.16
				CHECK MIF 41965 TOTAL FOR FU				<u>88.76</u>
02/02/2017	MIF	41972	2203929 2195394	NALCO CROSSBOW WATER	FILTER W/ SERVICE TO REPLACE CARBON GUARD	930 930	301 301	194.38 102.55
				CHECK MIF 41972 TOTAL FOR FU				<u>296.93</u>
02/09/2017	MIF	41975	52569	231-RENTAL, LLC.	GAS POWERED PUMP	930	301	50.00
02/09/2017	MIF	41976*#	897258	APPLIED IMAGING	WWTP & COM CTR COPY METER 1/22/17-	727	301	12.98
02/09/2017	MIF	41978*#	8245 12 484 007754	CHARTER COMMUNICATIONS	WWTP PHONES & INTERNET 2/6/17-3/5/	850	301	194.93
02/09/2017	MIF	41979*#	1000 6159 0814 1000 0950 4497	CONSUMERS ENERGY	11615 E SHORE DR. 12/23/16-1/23/17 427 E. NORTH TERRITORIAL 12/22/16-	920 920	301 301	22.33 16.46
				CHECK MIF 41979 TOTAL FOR FU				<u>38.79</u>
02/09/2017	MIF	41980*#	2689 463 0001 2 2689 463 0003 8 2689 463 0007 9 2689 463 0004 6 2689 463 0006 1 2689 463 0010 3 2689 463 0016 0	DTE ENERGY	7647 EDMUND ST. 12/21/16-1/25/17 10201 ELMCREST RD. 12/21/16-01/25/ 11380 N SHORE DR. 12/19/16-1/23/17 8076 MAIN ST. 12/21/16-1/25/17 601 RAYMOND ST. 12/21/16-1/25/17 11591 N SHORE DR. 12/19/16-01/23/1 7941 TURNBERRY DR. 12/21/16-1/25/1	920 920 920 920 920 920 920	301 301 301 301 301 301 301	38.76 24.45 38.00 62.57 32.44 20.29 32.79

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

CHECK DATE FROM 01/10/2017 - 02/09/2017

Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 571 WASTEWATER TREATMENT FUND								
			2689 463 0012 9		11800 N MAIN ST. 12/21/16-01/25/16	920	301	41.03
			2689 562 0003 7		9457 LAKEPOINTE DR 12/21/16-01/25/	920	301	11.85
			2689 056 0001 4		11502 LEMEN RD. 12/21/16-1/25/17	920	301	12.18
			2689 463 0017 8		9225 LAKE PINE DR. 12/15/16-1/19/1	920	301	191.76
			2689 463 0014 5		925 8 MILE RD. 12/19/16-1/23/17	920	301	523.13
			3146 792 0001 9		10597 9 MILE RD. 12/20/16-1/24/17	920	301	14.31
			2689 463 0011 1		11615 E SHORE DR. 12/20/16-1/24/17	920	301	125.48
			2689 463 0015 2		9081 LAKE PINE DR. 12/19/16-1/23/1	920	301	22.93
			2689 562 0001 1		427 E. NORTH TERRITORIAL 12/16/16-	920	301	38.49
				CHECK MIF 41980 TOTAL FOR FU				<u>1,230.46</u>
02/09/2017	MIF	41983*#	0000-3319-1	DTE ENERGY	EC PRIMARY SUPPLY RATE 12/19/16-1/	920	301	1,284.13
02/09/2017	MIF	41984	1672	FONSON COMPANY, INC.	REPAIR TO WATER MAIN	930	301	1,975.50
02/09/2017	MIF	41994*	MULTIPLE	WARD'S DO IT CENTER	WWTP CHARGES 1/10/17-1/30/17	930	301	203.17
			MULTIPLE		WWTP CHARGES 1/10/17-1/30/17	930	301	(16.73)
				CHECK MIF 41994 TOTAL FOR FU				<u>186.44</u>
				Total for fund 571 WASTEWATER TREATMENT FUND				45,541.00

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
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Fund: 890 N.T. SEWER DISTRICT

01/11/2017	MIF	41931*#	29034	WASHTENAW COUNTY TREASURER	2016 AUDIT & ACCOUNTING FEES	954	905	287.62
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Total for fund 890 N.T. SEWER DISTRICT								287.62
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TOTAL - ALL FUNDS

361,951.37

'*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

NORTHFIELD TOWNSHIP MICHIGAN

Northfield Township Board of Trustees February 9, 2017 Communications**

RECEIVED: February 6, 2017. An email from David Drummond speaking against hiring a Township Manager.

RECEIVED: February 7, 2017. An email from Sherry Wagar speaking against hiring a Township Manager.

RECEIVED: February 6, 2017. An email from Mary Maliarik speaking against hiring a Township Manager.

RECEIVED: February 6, 2017. An email from Jerry Lustig speaking against hiring a Township Manager.

RECEIVED: February 6, 2017. An email from Steve Pickard speaking against hiring a Township Manager.

RECEIVED: February 6, 2017. An email from Mary Kendall speaking against hiring a Township Manager.

RECEIVED: February 6, 2017. An email from Deb Z. speaking against hiring a Township Manager.

RECEIVED: February 5, 2017. An email from Robin Wojtys speaking against hiring a Township Manager.

RECEIVED: February 5, 2017. An email from Shelley Lecrone speaking against hiring a Township Manager.

RECEIVED: February 5, 2017. An email from Charlie Vella speaking against hiring a Township Manager.

RECEIVED: February 5, 2017. An email from Sandra Gast in favor of hiring a Township Manager.

RECEIVED: February 5, 2017. An email from Larry Bellino speaking against hiring a Township Manager.

RECEIVED: February 4, 2017. An email from M K Burkhart speaking against hiring a Township Manager.

RECEIVED: February 1, 2017. An email from Patrick Tetreau speaking against hiring a Township Manager.

RECEIVED: February 2, 2017. An email from Raven Tuttle speaking against hiring a Township Manager.

RECEIVED: February 2, 2017. An email from Chrystyna Kozak speaking against hiring a Township Manager.

**Any Communications received on this topic after February 9, 2017 will be added as an addendum to the packet at a later date.

Jennifer Carlisle

From: Tawn Beliger
Sent: Monday, February 06, 2017 10:00 PM
To: Wayne Dockett; Kathy Manley; Janet Chick; Lenore Zelenock; Jacqueline Otto; Marlene Chockley
Subject: Fwd: Township Manager

Follow Up Flag: Follow up
Flag Status: Flagged

Tawn Beliger
Northfield Township Trustee
beligert@northfieldmi.gov

Begin forwarded message:

From: Dave Drummond <ddrum1945@yahoo.com>
Subject: Township Manager
Date: February 6, 2017 at 8:34:10 PM EST
To: "beligert@northfieldmi.gov" <beligert@northfieldmi.gov>
Reply-To: "ddrum1945@yahoo.com" <ddrum1945@yahoo.com>

The first township meeting I attended Fink was speaking and I wondered who is this guy? His attitude was that he was the only one in the room who knew what was right for the township. I hadn't paid attention to township government so I couldn't believe we had a manager and was shocked to find out what we were paying him to waste more money. I wondered whose idea it was that a small township like ours needed a manager, and how we could get rid of him. It was great news to hear he quit. We now have some good people who can and want to do the job, so do the right thing and don't vote to waste money on another manager.

David Drummond
4812 North Territorial

Sent from Yahoo Mail on Android

Jennifer Carlisle

From: Tawn Beliger
Sent: Tuesday, February 07, 2017 11:16 PM
To: Lenore Zelenock; Jacqueline Otto; Marlene Chockley; Janet Chick; Kathy Manley; Wayne Dockett
Subject: Fwd: Question of whether or not to hire a new Township Supervisor
Follow Up Flag: Follow up
Flag Status: Flagged

Tawn Beliger
Northfield Township Trustee
beligert@northfieldmi.gov

Begin forwarded message:

From: Sherry Wagar <vavmusupervisor@yahoo.com>
Subject: Re: Question of whether or not to hire a new Township Supervisor
Date: February 7, 2017 at 1:23:07 PM EST
To: Tawn Beliger <beligert@Northfieldmi.gov>
Reply-To: Sherry Wagar <vavmusupervisor@yahoo.com>

Good afternoon Tawn,

Thank you for your response to my e-mail. I am, however, a bit confused on where the information you have stated below is coming from. Here are my observations:

1) I looked at the township website: http://twp-northfield.org/government/township_board_of_trustees/index.php

I do not see where it says anything about the positions as being part or full time. Was this just an assumption on those that ran or is it written somewhere stating that these positions were only to be part-time? If so, it should be clarified on the website.

2) http://www.twp-northfield.org/government/township_board_of_trustees/board_of_trustees_guiding_principles.php

This section also does not show whether the positions are part-time or full-time either and this should be updated.

3) I was unable to find job descriptions for our elected Board of Trustee members. Please find these descriptions and check to be sure that responsibilities are stated clearly and that you were not misled or were under the wrong assumption when running for office about what time commitments should be.

4) How many hours are considered "part-time"?

5) Please review carefully the document that was signed by Howard Fink when he was hired: http://www.twp-northfield.org/2015_10_12_Warburton_Craig_twp_mgr_contract.pdf

If the decision is to go ahead with the hiring of a township manager (and I sincerely hope it does not) I would hope that the Board would not consider the use this same contract as many of the items are in favor of the

manager and not the township. This is NOT a job description stating what the manager is responsible for. It is a lot of legal information that gives the manager power and not the Board members. All items that are listed as a managers responsibility could very easily be discussed and decided by Board members. All the perks listed probably raised his net to over \$100,000/year. that's a big chunk in a financial budget.

5) A strong board membership should stay on top of issues, would not allow issues to get out of hand and should be able to handle them before they become a problem. Stay informed, stay involved.

6) Don't assume that folks might not be able to, or want to increase their time commitment for these positions. Please be sure to ask first. Maybe not all could make that commitment, but some might if given the right compensation. And who is to say that the time commitment could be broken down into different increments of hourly commitments with a different salary based on each of those -- i.e. a work week consisting of 5, 10, 15, 20, 25, 30, 35, or 40 hours of work.

Don't get cold feet. Mr. Fink leaving as he did was very unprofessional since he did not leave the Board any kind of exit plan (as least that is my understanding) and this has shaken things up a bit. As a Board, we have confidence in your abilities. That is why you were elected. One of my other sayings is -- "Things happen for a reason." Please look deep into other options before jumping back into hiring a township manager. There are many townships out there that are larger than ours that are running quite well with the governing body of only their Board of Trustees.

Sincerely,

Sherry Wagar

On Tue, 2/7/17, Tawn Beliger <beligert@Northfieldmi.gov> wrote:

Subject: Re: Question of whether or not to hire a new Township Supervisor

To: "Sherry Wagar" <vavmusupervisor@yahoo.com>

Date: Tuesday, February 7, 2017, 11:42 AM

hi Sherry,

Thank you for your concern on this issue regarding a township manager.

May I share with you some thoughts... much deliberation, and study, provides some perspectives to ponder.

Regarding the subject of a township manager...I understand that a few years ago, there was some serious trouble with a few elected officials that where not performing necessary duties. And as a result of the troubles that materialized, a township manager was hired to resolve the issue. In doing so, the structure,or format, of the government was altered.

The current structure of the Northfield Township governing board, includes a PART TIME clerk, treasurer, and supervisor, with a FULL TIME manager. In this recent election, the clerk, treasurer and supervisor positions were sought by candidates on the premise that the positions are PART TIME. Candidates applied, and ran, for offices based on the premise that they may be elected to the mentioned PART TIME positions.

Therefore, let it be considered that an alteration in the structure of the government should perhaps coincide with an election year, thus providing potential candidates with clarity as to the positions sought, duties, and compensation. To enact a change in the structure of the governing body at this time, is in my perception, unfair to all

NOTE, Prior to our current governing structure, the clerk, treasurer, and supervisor roles were FULL TIME positions, and no manager was present.

Wishing you a fabulous and Blessed week,

Sincerely,
Tawn

Tawn Beliger
Northfield
Township Trustee
beligert@northfieldmi.gov

On Feb 7, 2017, at 10:57 AM, Sherry Wagar <vavmusupervisor@yahoo.com> wrote:

Please read my e-mail during the "Correspondence" portion of the Board's agenda!

To our Township

Board of Trustee Members:

Please be confident in your own abilities and DO NOT approve the hiring of a new township manager at this time. We are a small township and fiscal responsibility has to be one of your #1 priorities. You do not need a township manager to be a "crutch" for you. Stay informed, do your own research, listen to your constituents, MAKE YOUR OWN DECISIONS and DO NOT be a puppet for someone else's agenda. We elected YOU but had no choice in the selection of a township manager. By electing you as our Township Board Members, we have asked that YOU run this township in the manner that will best benefit the township and the people living here. My motto is "Touch tomorrow, by what you do today". Please consider this in your actions on behalf of our township. Don't be afraid -- you CAN do it on your own! Make us proud of the people we have chosen to foster and nurture what is best for our township.

We are counting on you to do the right thing!

Sincerely,

Sherry Wagar
Northfield Township resident since 1985

Jennifer Carlisle

From: Tawn Beliger
Sent: Monday, February 06, 2017 4:02 PM
To: Wayne Dockett; Kathy Manley; Janet Chick; Lenore Zelenock; Jacqueline Otto; Marlene Chockley
Subject: Fwd: Please do not hire a township manager

Follow Up Flag: Follow up
Flag Status: Flagged

Tawn Beliger
Northfield Township Trustee
beligert@northfieldmi.gov

Begin forwarded message:

From: <mmaliarik@yahoo.com>
Subject: **Please do not hire a township manager**
Date: February 6, 2017 at 3:28:54 PM EST
To: Mary Maliarik <mmaliarik@yahoo.com>
Reply-To: <mmaliarik@yahoo.com>

Hello,

I am writing to voice opposition to hiring a township manager. I request this email be read during the Correspondence section of the agenda.

The township manager is an unnecessary position. Only about 3 % of Michigan townships have a township manager. For one reason, they are very costly, and this job can be performed by our Township Supervisor.

For those of you who claim to support fiscal responsibility and smaller government, hiring a manager does is not in line with these principles.

I believe we should trust the new administration to do the job we voted them to do.

Thank you for your attention,

Mary Maliarik
5894 Eahart Rd
Ann Arbor, MI 48105

Jennifer Carlisle

From: Tawn Beliger
Sent: Monday, February 06, 2017 1:09 PM
To: Wayne Dockett; Kathy Manley; Janet Chick; Lenore Zelenock; Jacqueline Otto; Marlene Chockley
Subject: Fwd: New Manager

Follow Up Flag: Follow up
Flag Status: Flagged

Tawn Beliger
Northfield Township Trustee
beligert@northfieldmi.gov

Begin forwarded message:

From: "Jerry Lustig" <galustig@yahoo.com>
Subject: New Manager
Date: February 6, 2017 at 11:13:32 AM EST
To: <beligert@northfieldmi.gov>

Tawn Beliger,

Please ask that your email be read during the "Correspondence" portion of the Board's agenda.

#1 - Trustee Beliger, you ran on a campaign of fiscal responsibility and keeping government reigned in. It would be a betrayal of your principles if you supported hiring a manager when the current Supervisor is willing to the job and it would cost fewer of our precious tax dollars.

*Stand by your principles and the voters who supported you. Do not be pressured.
Give Supervisor Chockley a chance to do her job.*

#2 - Only 3% of Michigan townships employ a manager. They're expensive and in our township, unnecessary. Our last manager may have done his best, but I don't think our \$400,000 in precious tax dollars were wisely spent on him.

Supervisor Chockley, Treasurer Zelenock and Township Clerk Manley can handle the job. Let them.

#3- If 97% of the townships in Michigan can operate without a high-priced manager, so can we. Give the new administration a chance to do the job. Don't support bigger, more expensive, more expansive government. Keep your campaign promises!

I know that I only copied the above verbiage but it represents my feelings as well.

Thank you,

Jerry Lustig
734-449-9299
galustig@yahoo.com

Jennifer Carlisle

From: Tawn Beliger
Sent: Monday, February 06, 2017 1:09 PM
To: Wayne Dockett; Kathy Manley; Janet Chick; Lenore Zelenock; Jacqueline Otto; Marlene Chockley
Subject: Fwd: please do not refill the "township manager" position. We don't need it.

Follow Up Flag: Follow up
Flag Status: Flagged

Tawn Beliger
Northfield Township Trustee
beligert@northfieldmi.gov

Begin forwarded message:

From: Picky <namaste1999@gmail.com>
Subject: please do not refill the "township manager" position. We don't need it.
Date: February 6, 2017 at 10:17:11 AM EST
To: beligert@northfieldmi.gov

Hello,

I am a Northfield Township resident. I live on a small farm on Nollar Rd. I have heard they are thinking about hiring a new salaried paid position of "township manager" after the last one left...Mr Fink. I don't think we need this position and am in favor of smaller government with the elected town officials we already have on the board and in the supervisor positions. I'd like this salaried position to be eliminated via attrition and the duties shared by our elected officials and others in office now.

Thanks
Steve Pickard
7045 Nollar Rd

Jennifer Carlisle

From: Tawn Beliger
Sent: Monday, February 06, 2017 1:09 PM
To: Wayne Dockett; Kathy Manley; Janet Chick; Lenore Zelenock; Jacqueline Otto; Marlene Chockley
Subject: Fwd: Township Manager

Follow Up Flag: Follow up
Flag Status: Flagged

Tawn Beliger
Northfield Township Trustee
beligert@northfieldmi.gov

Begin forwarded message:

From: "Kendall, Mary" <mkendall@aatwp.org>
Subject: Township Manager
Date: February 6, 2017 at 10:15:08 AM EST
To: "beligert@northfieldmi.gov" <beligert@northfieldmi.gov>

Tawn:

Hello & how are you doing? I believe you remember me – I used to work at Northfield Township for about 4 years. I just wanted to let you know that I really don't think you guys need a "Manager". If Marlene is willing to work part-time (maybe up to about 3 hours per day) she could serve as the Manager. Everyone there in the office knows what they need to do. They also understand the process of how the office works. The last thing they need there is a "Puppeteer" to oversee their work. What the Township needs is someone that is their "go to person" for things like FOIA's and other issues that the public may have. It is nice when there is someone there, the public can go to, for discussing their issues rather than go to a meeting with microphones and cameras. Having a Supervisor there (even for a few hours a day) is very beneficial to the general populous. The Supervisor here at Ann Arbor Charter Township is not always here, but is always accessible via telephone & email when he is out. Northfield really does not need to pay a high dollar for a manager that does not do any work. What Northfield really needs is someone to get the work done. The Controller can also act as the manager (since they know a great deal of what is going on financially).

If you would like to speak with me, give me a call at (734) 478-2023 and I will be happy to speak with you regarding this.

Thank you,
Mary Kendall
Ann Arbor Charter Township
Building Department
3792 Pontiac Trail
Ann Arbor, MI 48105
(734) 663-1855
(734) 663-6678 Fax
mkendall@aatwp.org

"When the power of love overcomes the love of power the world will know peace."
Jimi Hendrix

Jennifer Carlisle

From: Tawn Beliger
Sent: Monday, February 06, 2017 1:09 PM
To: Wayne Dockett; Kathy Manley; Janet Chick; Lenore Zelenock; Jacqueline Otto; Marlene Chockley
Subject: Fwd:

Follow Up Flag: Follow up
Flag Status: Flagged

Tawn Beliger
Northfield Township Trustee
beligert@northfieldmi.gov

Begin forwarded message:

From: Dizarish <dlzarish@aol.com>
Date: February 6, 2017 at 7:01:42 AM EST
To: beligert@northfieldmi.gov

Stand firm on your convictions. Smaller government! Please vote against hiring a manager. Let's save money and let our board do their job. Don't disappoint your supporter and don't be pressured by other people. Do what is right. Deb z
Sent from my iPad

Jennifer Carlisle

From: Tawn Beliger
Sent: Sunday, February 05, 2017 10:43 PM
To: Kathy Manley; Janet Chick; Marlene Chockley; Lenore Zelenock; Jacqueline Otto; Wayne Dockett
Subject: Fwd: Township Manager

Follow Up Flag: Follow up
Flag Status: Flagged

Tawn Beliger
Northfield Township Trustee
beligert@northfieldmi.gov

Begin forwarded message:

From: Robin Wojtys <rwojtys@yahoo.com>
Subject: Township Manager
Date: February 5, 2017 at 9:10:53 PM EST
To: "beligert@northfieldmi.gov" <beligert@northfieldmi.gov>
Reply-To: Robin Wojtys <rwojtys@yahoo.com>

Hello,

I am a resident of Northfield township. I voted for you in the election. I believe you want to represent the people. I am strongly against the hiring of another township manager. I believe the newly elected board should have the opportunity to see what they can do on their own. This would also save money for our township. Please take this matter under serious consideration.

Thank you, Robin Wojtys

Jennifer Carlisle

From: Tawn Beliger
Sent: Sunday, February 05, 2017 10:43 PM
To: Kathy Manley; Janet Chick; Marlene Chockley; Lenore Zelenock; Jacqueline Otto; Wayne Dockett
Subject: Fwd: Twp manager

Follow Up Flag: Follow up
Flag Status: Flagged

Tawn Beliger
Northfield Township Trustee
beligert@northfieldmi.gov

Begin forwarded message:

From: Kmlcrone <kmlcrone@charter.net>
Subject: **Twp manager**
Date: February 5, 2017 at 7:00:07 PM EST
To: <beligert@northfieldmi.gov>

Ms. Beliger,

As you are for small government, I am hoping you will vote to run our township without a manager. If supervisor Chockley is willing to work with the treasurer and clerk to handle township business, let them.

Shelley Lecrone
Sent from my iPhone

Jennifer Carlisle

From: Tawn Beliger
Sent: Sunday, February 05, 2017 6:02 PM
To: Marlene Chockley; Lenore Zelenock; Kathy Manley; Jacqueline Otto; Janet Chick; Wayne Dockett
Subject: Fwd: Manager

Follow Up Flag: Follow up
Flag Status: Flagged

Tawn Beliger
Northfield Township Trustee
beligert@northfieldmi.gov

Begin forwarded message:

From: vbf806 <vbf806@aol.com>
Subject: Manager
Date: February 5, 2017 at 5:52:02 PM EST
To: beligert@northfieldmi.gov

Please we do not need another outsider to tell us what to do anymore. We have a great team intelligent and capable to run our township the way the people like it to be run. Please have the confidence to trust yourself and your team to make the right decisions without outside help. Thank you. Charlie Vella

Sent from my Verizon, Samsung Galaxy smartphone

Jennifer Carlisle

From: Tawn Beliger
Sent: Sunday, February 05, 2017 5:40 PM
To: Marlene Chockley; Lenore Zelenock; Kathy Manley; Jacqueline Otto; Janet Chick; dockettw@northfield.gov
Subject: Fwd: Township Manager

Follow Up Flag: Follow up
Flag Status: Flagged

Tawn Beliger
Northfield Township Trustee
beligert@northfieldmi.gov

Begin forwarded message:

From: Sandra Gast <sgast@charter.net>
Subject: Township Manager
Date: February 5, 2017 at 3:38:19 PM EST
To: <beligert@northfieldmi.gov>

Tawn

I appreciate your fairness at the township meetings. I voted for you knowing that you would listen to the residents of the township and not just one group that seems to be represented at ALL the township meetings. That is not representation of the township voters.

Please note what a township MANAGER can continue to bring to the positive growth of our township. You and the other members have complete control over a new hire.

Marlene is qualified to be a SUPERVISOR and the assigned duties. I did not vote for her to be the MANAGER of which she does not have the qualifications. If that is now her desire, let her apply for the position against others who desire to serve our township.

That is the right and fair thing to do.

Thanks

Regards

Sandra Gast

Sutton Road

Northfield Township

Jennifer Carlisle

From: LARRY BELLINO [oronzo7105@gmail.com]
Sent: Sunday, February 05, 2017 3:24 PM
To: Marlene Chockley; Lenore Zelenock; Kathy Manley; Tawn Beliger; Jacqueline Otto; Janet Chick; dockettw@northfield.gov

Follow Up Flag: Follow up
Flag Status: Flagged

If 97% of the townships in Michigan can operate without a high-priced manager, so can we. Give the new administration a chance to do the job. Don't support bigger, more expensive, more expansive government. Keep your campaign promises!

A close personal friend of mine is a township manager, his opinion is it is an unnecessary post.

IN GOD WE TRUST

LARRY BELLINO

Jennifer Carlisle

From: burk44@charter.net
Sent: Saturday, February 04, 2017 7:24 PM
To: Marlene Chockley; Janet Chick; Tawn Beliger
Subject: FW: Hiring another Township Manager

Follow Up Flag: Follow up
Flag Status: Flagged

Sorry I had some of the email addresses incorrect

From: burk44@charter.net
To: "chockley@northfieldmi.gov", "zelenockl@northfieldmi.gov", "manleyk@northfieldmi.gov", "dockettw@northfieldmi.gov", "ottoj@northfieldmi.gov", "chickj@northfieldmi.gov", "beligert@northfieldmi.gov"
Cc:
Sent: 04-Feb-2017 23:34:39 +0000
Subject: Hiring another Township Manager

Dear Township Officials

I understand you are considering hiring another Township Manager now that Mr Fink has left. As a township resident for 30 + years I say DON'T DO IT!

The residents of this township have been VERY consistent in what they have asked of their officials and commissions;

- Fiscal responsibility
- Retain rural charter of the township
- Smart growth, NOT 1/4 acre subdivisions
- Work WITH not AGAINST residents

Look at the history of elections and you see every time a commission or group of officials that don't listen they are voted out or the zoning ruling is overturned. Northfield Township has residents that care VERY deeply about this township and are willing to fight for what they believe. You should applaud that passion not fight it. Work with not against the residents you are supposed to be representing.

Only about 3% of Michigan's townships employ a township manager. Northfield Township does NOT NEED a township manager. It is not fiscally responsible for a township of our size. The money spent and lost by the past Township Manager and administration was appalling. The recent election shows what the majority of the residents want and it is NOT a repeat of what was just voted out!

Trustee Dockett you have a history of asking for fiscal responsibility don't stop now please vote against another Township Manager. Northfield Township can not afford a \$100,000 Manager!

Trustee Beligert you ran on smaller more responsible government. Please stand by your principles, vote against a Township Manager.

Supervisor Chockley, Treasurer Zelenock, Clerk Manley, I believe you can handle the work needed by our township. I don't think you need a Township Manager to do your work. Please vote against a Township

Manager.

Trustee Otto and Trustee Chick you were elected to represent the residents of the township not personal agendas. Please listen and work with not against what the majority of the township residents have said, repeatedly, that they want Fiscal Responsibility, Retain the Rural character, Smart growth following the hard won Master Plan. Please don't vote for a Township Manager!

Again let be be very clear I believe that Northfield Township does not need a Township Manager nor can we afford one.

Respectfully

M K Burkhart
6187 Nollar Rd
Whitmore Lake

Jennifer Carlisle

From: Pat Tetreau [patrick.tetreau@att.net]
Sent: Thursday, February 02, 2017 9:22 PM
To: Marlene Chockley; Lenore Zelenock; Kathy Manley; David Gordon
Subject: Fw: Hiring a new Township Manager

Follow Up Flag: Follow up
Flag Status: Flagged

On Wednesday, February 1, 2017 11:29 PM, Pat Tetreau <patrick.tetreau@att.net> wrote:

Dear Trustee Beliger:

Congratulations on your election to Trustee.

I encourage you take a position on this matter in accordance with your principles; Good, common sense approach, protecting tax dollars, and trying a "high value" approach first before simply "throwing money at a problem". Please do not vote to hire another township manager.

As you may know, most townships of our size do not employ township managers (less than 3% in Michigan do so); Our last manager cost our Township over \$400,000; A 4-year experiment, which burned a lot of money without much return, even though Howard worked hard at his tasks.

Please be confident that you have a strong hand and are well-supported. The current board of Supervisor Chockley, Treasurer Zelenock, and member Manley are talented, motivated, experienced, and positioned for success. You would be wise to give them a chance to operate without the expensive cost burden of a hired manager.

I hope you will read my note, when this vote is deliberated.

Thanks for your consideration

Patrick R. Tetreau

Jennifer Carlisle

From: Raven Tuttle [r2tuttle@gmail.com]
Sent: Thursday, February 02, 2017 6:10 PM
To: Marlene Chockley
Subject: Keep it simple

Follow Up Flag: Follow up
Flag Status: Flagged

Ms Belgert

Thank you for running and winning the Supervisory position for Northfeild Township.. I am encouraged that you want to have smaller government and keep costs down..(what did Fink do for our township that was really worth \$400,000.00 after all? How would those dollars have been better spent? Do we really need a manager??

So I am asking you to do as 90% of other Michigan townships do.. keep it simple.. I have faith that you have the insight with the other members of the board to steer us into more secure and productive endeavors with the entire township in mind.

Thank you for your consideration,

Raven Tuttle

Jennifer Carlisle

From: chrystyna kozak [xpkozak@att.net]
Sent: Thursday, February 02, 2017 9:17 AM
To: Tawn Beliger
Cc: Marlene Chockley
Subject: Township managwr

Follow Up Flag: Follow up
Flag Status: Flagged

Trustee Beliger,

Congratulations on your election victory. I supported you because I also believe in smaller government and fiscal responsibility.

The Board is discussing the possibility of hiring a manager. The township cannot afford to spend more than \$100,000/year for a manager's salary.

Supervisor Marlene Chockley is willing to give it a try. I am confident that Ms. Chockley would do an excellent job - and save the township a great deal of money.

Please vote NO to hiring a township manager.

Respectfully,
Chrystyna Kozak

Please read this letter during the "Correspondence" portion of the Board agenda.

NORTHFIELD TOWNSHIP POLICE DEPARTMENT

MONTHLY OPERATIONS REPORT



JANUARY 2017

JANUARY 2017 MONTHLY REPORT

Calls For Service	366
Arrests	14
Mutual Aid Assistance To Other Departments Inside the Township	4
Mutual Aid Assistance To Other Departments Outside the Township	4
Average Response Time	6.88

NOTES & FACTS FROM THE DEPARTMENT

- **DATA:** 83 % of total complaints answered were in the hamlet area and 17 % were handled throughout the rest of the Township.
- **TRAINING:**
FORMAL Ofc. M. Jensen – Field Training Officer
- **EVENTS OF SIGNIFICANCE**

AGGRAVATED ASSAULT

On January 31, a resident reported having been intentionally struck by another vehicle while driving in the area of US23 and North Territorial. The resident advised that he had been driving slowly on northbound US23 because of snowy conditions and passed another slow-moving vehicle. He eventually exited the freeway at North Territorial Rd. The vehicle he had passed pulled alongside him at the light, rolled his window down and made gestures and comments to the resident indicating that he could have shot him. The light then changed and the resident began to drive away when the suspect ran into the side of his vehicle and then followed him for a distance before turning around. The case is under investigation at this time.

DOMESTIC VIOLENCE, PROBATION VIOLATION, WEAPONS VIOLATION

On January 4, officers responded to a 911 call on North Territorial Rd. The victim reported that her 28-year old grandson had shown up at her house intoxicated and was out of control. He had made threats to kill her and her family, claiming that he had a gun in his vehicle. The victim had locked herself in a bedroom and her grandson punched a hole in the door, entered the room and pushed her out of his way. He was then trying to access the victim's safe. The victim told her grandson she was going to call police and he then grabbed her cell phone from her and threw it, causing the battery to dislodge from the phone. The suspect then retrieved brass knuckles from a bedroom and left the residence. Officers located the suspect at his friend's residence on Six Mile Rd, where he was taken into custody. Officers located the brass knuckles in his pocket. The suspect was uncooperative with officers during the booking process and made vague threats against the officers as well. One felony charge and three misdemeanor charges have been authorized on the suspect and court proceedings are pending.

CASE CLOSURE – PROPERTY RECOVERED - HOME INVASION AND RECEIVING AND CONCEALING STOLEN PROPERTY ARRESTS

On December 28, 2016, Northfield Township Officers took a report of a Home Invasion (Breaking and Entering) that occurred in the 4000 block of Six Mile Road. On January 5, 2017, Detectives spoke with an individual wishing to remain anonymous. The individual advised that he/she could provide information about some stolen property stored in Northfield Township. After further investigation two suspects were developed. Officers confirmed that property taken in the Breaking and Entering on Six Mile was the property being stored at a home in Northfield Township. On January 6, 2017, a search warrant was executed on the suspect's home and a large amount of property recovered. As a result of this investigation two Felony Warrants were authorized for Home Invasion, Stolen Property - Receiving and Concealing, Safe Breaking, and Possession of Firearm by a Felon. Both suspects were arraigned in the 22ND Circuit Court and their Preliminary Examinations scheduled this month.

CLEAR-1018 Verified Offense By Date
Agency: NR
1/1/2017 12:00:00 AM - 1/31/2017 12:00:00 AM

Offense Code	Description	Incident Count
1305	Agg/Fel Assault - Non-Family - Other Weapon	1
1313	Assault/ Battery/Simple (Incl Domestic and Police Officer	3
1316	Intimidation (Also Includes Interfering with 911 call)	1
1380	Telephone Used for Harassment, Threats	1
2006	Arson -Residence	1
2305	Larceny - Personal Property from Vehicle - LFA	1
5215	Intimidation - Threat to Bomb	1
C2931	DWLS OPS License Suspended / Revoked	3
C2933	Vehicle Registration - Improper / Expired	6
C2934	Vehicle Insurance - None / Expired	3
C2935	DWLS 2nd OPS License Suspended / Revoked	3
C3020	Misdemeanor Arrest Warrant (Originating Agency)	1
C3050	Misdemeanor Arrest Warrant - Other Jurisdiction	1
C3101	Acc, Single Motor Vehicle	2
C3145	Property Damage Traffic Crash PDA	17
C3155	Personal Injury Traffic Crash PIA	1
C3170	Private Property Traffic Crash	1
C3199	All Other Traffic Crashes	1
C3205	Sudden Death - Natural	2
C3217	Attempt Suicide Adult	1
C3250	Mental Health Call	3
C3299	Welfare Check	4
C3310	Family Trouble	4
C3318	Found Property	1
C3324	Suspicious Circumstances	11
C3326	Suspicious Vehicles	6
C3328	Suspicious Persons	5
C3330	Assist Other Law Enforcement Agency	1
C3331	Assist Medical	6
C3332	Assist Fire Department	3
C3333	Assist Motorist	1
C3334	Assist Other Govt Agency	1
C3336	Assist Citizen	20
C3337	Assist Citizen - Vehicle Lockout	3
C3351	Civil - Landlord / Tenant	1
C3355	Civil Matter - Other	8
C3399	Miscellaneous All Other	2
C3702	Traffic Complaint / Road Hazard	14
C3704	Traffic Complaint / Abandoned Auto	2
C3706	Traffic Complaint / Vehicle Impound	5
C3707	Vehicle Release	2
C3708	Traffic Complaint / Private Impound	1
C3730	Traffic Complaint / Traffic Miscellaneous A Complaint	3
C3732	Traffic Complaint / Traffic Miscellaneous B Complaint	1
C3799	Miscellaneous Traffic Complaint	1

CLEAR-1018 Verified Offense By Date
Agency: NR
1/1/2017 12:00:00 AM - 1/31/2017 12:00:00 AM

Offense Code	Description	Incident Count
C3804	Animal Complaint	4
C3999	Alarms All Other	2
C4041	Speeding Citation	18
C4044	Follow to Close Citation	2
C4046	Disobey Stop Sign Citation	1
C4047	Disobey Traffic Signal Citation	2
C4222	Parking - Aband Motor Vehicle	1
C4313	Veh Reg Impr/Expired Citation	2
L3501	911 Hang Up - NR	15
L3503	Opened in Error - NR	5
L3504	PBT Station - NR	6
L3507	Fingerprints - NR	7
L3508	Ticket Sign Off - NR	1
L3510	Loud Music - NR	4
L3518	Vehicle Repossession - NR	1
L3521	Open Door / Window - NR	1
L3526	False Alarm - NR	13
L3527	Weather Related False Alarm - NR	2
L3535	GUN Permit, Applications, CCW Permits - NR	26
L3538	Property/Vacation Check - NR	1
L3542	BOL - NR	9
L3551	Sex Offender Registration/Verification - NR	3
L3552	Traffic Stop - NR	32
L3557	Check Person - NR	1
L3563	NonTerminal - NR	1
L3568	Local Records Check - NR	4
L3569	Assist Other Police Agency - Inside Northfield - NR	4
L3570	Assist Other Police Agency - Outside Northfield - NR	4
L3571	Disorderly Person - NR	3
L3597	Non Terminal - NR	27
L6012	Traffic Direction / Control / Problem - NR	1
L6501	Property Check/Directed Patrol/Vac Watch - NR	1
L6701	Follow Up - NR	2
	Sum:	366

Report Time:
2/7/2017 9:46:37 AM

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

Agency: Northfield Township
Police Department
ORI: MI8196400

Classification	Jan/2017	Jan/2016	% Change
09001 MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	0	0	-
09002 NEGLIGENT HOMICIDE/MANSLAUGHTER (INVOLUNTARY)	0	0	-
09004 JUSTIFIABLE HOMICIDE	0	0	-
09005 DEATH INVOLVING USE OF FORCE BY LAW ENFORCEMENT	0	0	-
09006 IN-CUSTODY DEATH	0	0	-
10001 KIDNAPPING/ABDUCTION	0	0	-
10002 PARENTAL KIDNAPPING	0	0	-
11001 SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	0	1	-100.0%
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	5	3	66.7%
13002 AGGRAVATED/FELONIOUS ASSAULT	1	1	0%
13003 INTIMIDATION/STALKING	2	2	0%
20000 ARSON	1	0	-
21000 EXTORTION	0	0	-
22001 BURGLARY -FORCED ENTRY	0	3	-100.0%
22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	0	1	-100.0%
23001 LARCENY -POCKETPICKING	0	0	-
23002 LARCENY -PURSESNAATCHING	0	0	-
23003 LARCENY -THEFT FROM BUILDING	0	0	-
23004 LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	0	0	-
23005 LARCENY -THEFT FROM MOTOR VEHICLE	1	1	0%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	0	0	-
23007 LARCENY -OTHER	0	1	-100.0%
24001 MOTOR VEHICLE THEFT	0	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	0	2	-100.0%
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	0	2	-100.0%
26003 FRAUD -IMPERSONATION	0	0	-
26004 FRAUD -WELFARE FRAUD	0	0	-
26005 FRAUD -WIRE FRAUD	0	0	-
26007 FRAUD - IDENTITY THEFT	0	2	-100.0%
26008 FRAUD - HACKING/COMPUTER INVASION	0	0	-
27000 EMBEZZLEMENT	0	0	-

Report Time:
2/7/2017 9:46:37 AM

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

Agency: Northfield Township
Police Department
ORI: MI8196400

Classification	Jan/2017	Jan/2016	% Change
28000 STOLEN PROPERTY	0	0	-
29000 DAMAGE TO PROPERTY	0	2	-100.0%
30001 RETAIL FRAUD -MISREPRESENTATION	0	0	-
30002 RETAIL FRAUD -THEFT	0	0	-
30003 RETAIL FRAUD -REFUND/EXCHANGE	0	0	-
30004 ORGANIZED RETAIL FRAUD	0	0	-
35001 VIOLATION OF CONTROLLED SUBSTANCE ACT	0	0	-
35002 NARCOTIC EQUIPMENT VIOLATIONS	0	0	-
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	-
40003 HUMAN TRAFFICKING - PURCHASING PROSTITUTION	0	0	-
51000 BRIBERY	0	0	-
52001 WEAPONS OFFENSE- CONCEALED	1	0	-
52002 WEAPONS OFFENSE -EXPLOSIVES	0	0	-
52003 WEAPONS OFFENSE -OTHER	0	0	-
64001 HUMAN TRAFFICKING - COMMERCIAL SEX ACTS	0	0	-
64002 HUMAN TRAFFICKING - INVOLUNTARY SERVITUDE	0	0	-
72000 ANIMAL CRUELTY	0	0	-
Total for Group A	11	21	-47.6%
01000 SOVEREIGNTY	0	0	-
02000 MILITARY	0	0	-
03000 IMMIGRATION	0	0	-
09003 NEGLIGENT HOMICIDE -VEHICLE/BOAT	0	0	-
14000 ABORTION	0	0	-
22003 BURGLARY - UNLAWFUL ENTRY (NO INTENT)	0	0	-
22004 POSSESSION OF BURGLARY TOOLS	0	0	-
26006 FRAUD -BAD CHECKS	0	1	-100.0%
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	1	-100.0%
41001 LIQUOR LICENSE -ESTABLISHMENT	0	0	-
41002 LIQUOR VIOLATIONS -OTHER	0	0	-
42000 DRUNKENNESS	0	0	-

Agency: Northfield Township Police Department
ORI: MI8196400

Oakland County CLEMIS
REPORT EXCLUDES UCR STATUS OF UNF

Report: CLEAR-008
Page 2 of 4

Report Time:
2/7/2017 9:46:37 AM

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

Agency: Northfield Township
Police Department
ORI: MI8196400

Classification	Jan/2017	Jan/2016	% Change
48000 OBSTRUCTING POLICE	3	0	-
49000 ESCAPE/FLIGHT	0	0	-
50000 OBSTRUCTING JUSTICE	1	0	-
53001 DISORDERLY CONDUCT	0	0	-
53002 PUBLIC PEACE -OTHER	0	0	-
54001 HIT and RUN MOTOR VEHICLE ACCIDENT	0	0	-
54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	0	1	-100.0%
55000 HEALTH AND SAFETY	0	1	-100.0%
56000 CIVIL RIGHTS	0	0	-
57001 TRESPASS	0	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	4	4	0%
2800 JUVENILE OFFENSES AND COMPLAINTS	0	0	-
2900 TRAFFIC OFFENSES	15	8	87.5%
3000 WARRANTS	2	2	0%
3100 TRAFFIC CRASHES	22	18	22.2%
3200 SICK / INJURY COMPLAINT	10	8	25.0%
3300 MISCELLANEOUS COMPLAINTS	72	74	-2.7%
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	0	0	-
3500 NON-CRIMINAL COMPLAINTS	170	172	-1.2%
3600 SNOWMOBILE COMPLAINTS / ACCIDENTS	0	0	-
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	29	13	123.1%
3800 ANIMAL COMPLAINTS	4	6	-33.3%
3900 ALARMS	2	0	-
Total for Group C	326	301	8.3%
2700 LOCAL ORDINANCES - GENERIC	0	0	-
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	23	16	43.8%
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	0	-
4200 PARKING CITATIONS	1	1	0%
4300 LICENSE / TITLE / REGISTRATION CITATIONS	2	3	-33.3%
4400 WATERCRAFT CITATIONS	0	0	-
4500 MISCELLANEOUS A THROUGH UUUU	0	5	-100.0%

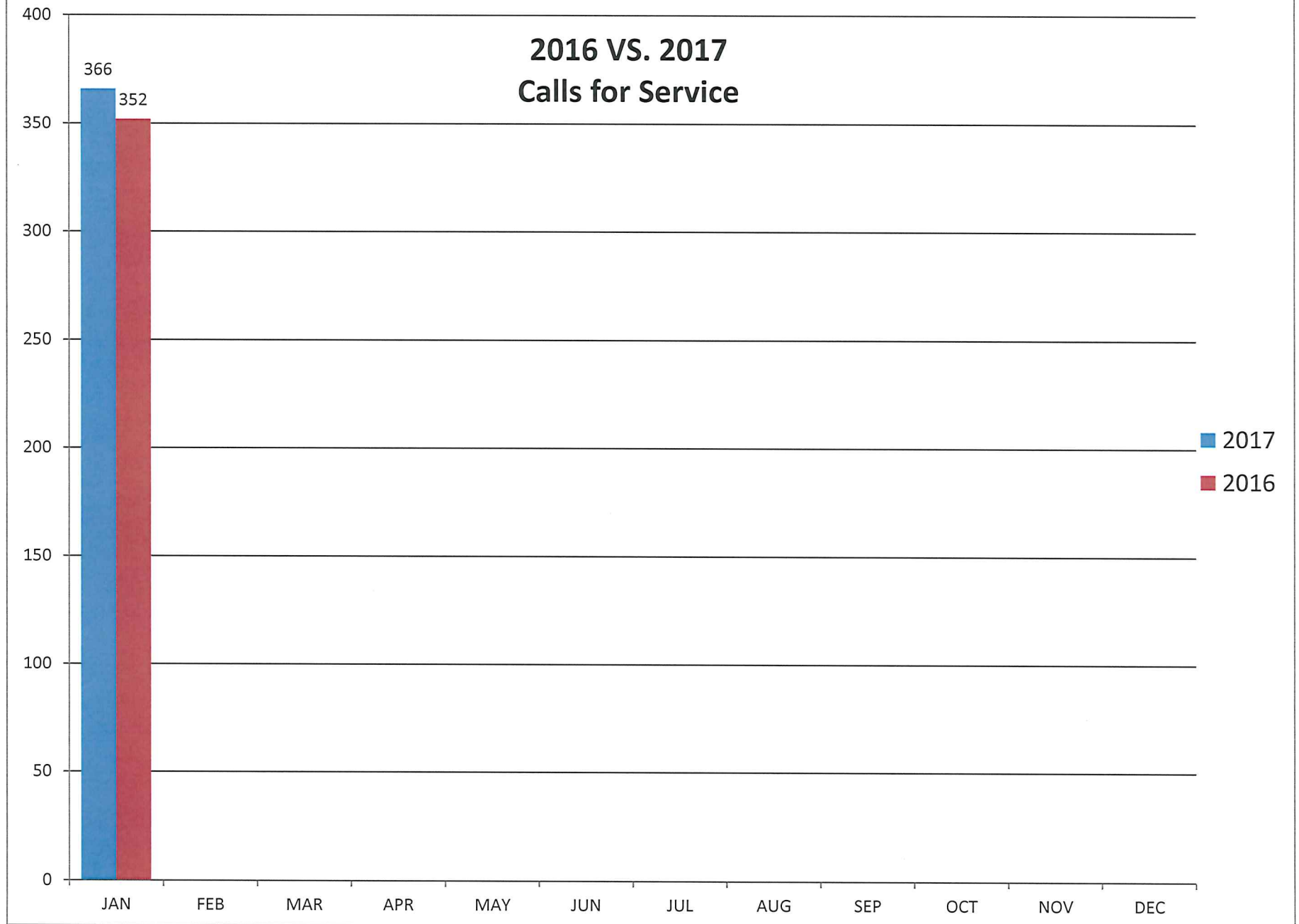
Report Time:
2/7/2017 9:46:37 AM

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

Agency: Northfield Township
Police Department
ORI: MI8196400

Classification	Jan/2017	Jan/2016	% Change
4600 LIQUOR CITATIONS / SUMMONS	0	0	-
4700 COMMERCIAL VEHICLE CITATIONS	0	0	-
4800 LOCAL ORDINANCE WARNINGS	0	0	-
4900 TRAFFIC WARNINGS	0	0	-
Total for Group D	26	25	4.0%
5000 FIRE CLASSIFICATIONS	0	0	-
5100 18A STATE CODE FIRE CLASSIFICATIONS	0	0	-
Total for Group E			
6000 MISCELLANEOUS ACTIVITIES (6000)	1	1	0%
6100 MISCELLANEOUS ACTIVITIES (6100)	0	0	-
6200 ARREST ASSIST	0	0	-
6300 CANINE ACTIVITIES	0	0	-
6500 CRIME PREVENTION ACTIVITIES	1	1	0%
6600 COURT / WARRANT ACTIVITIES	0	0	-
6700 INVESTIGATIVE ACTIVITIES	2	0	-
Total for Group F	4	2	100.0%
Total for All Groups	371	353	5.1%

2016 VS. 2017 Calls for Service



TRAFFIC VIOLATIONS SUMMARY

JANUARY 1, 2017 THROUGH DECEMBER 31, 2017

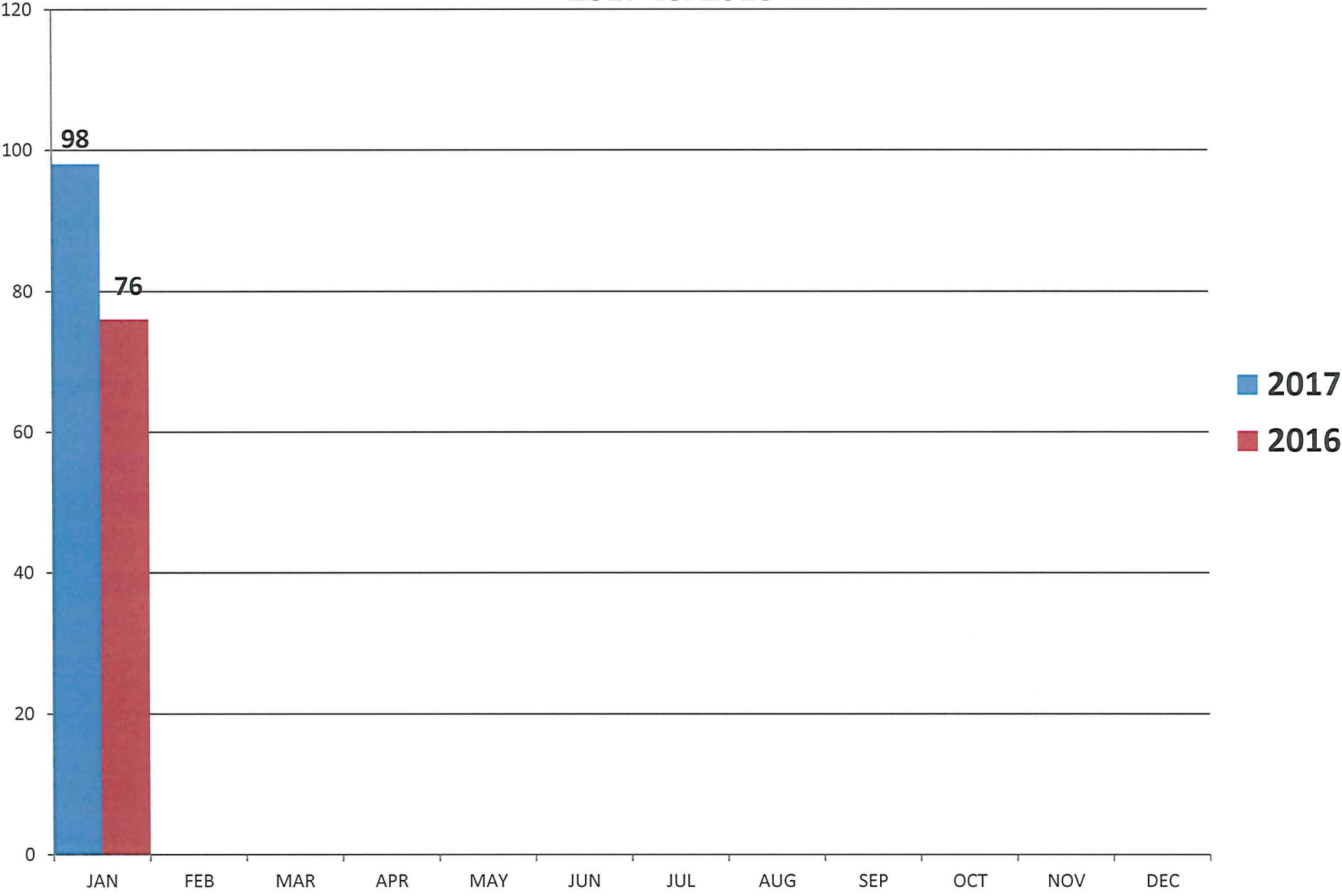
2017	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Speed	25												25
Hazardous	11												11
Non-Hazardous	30												30
Parking	0												0
Warning	32												32
Waiveable Viol. Issued	0												0
TOTAL	98												98

JANUARY 1, 2016 THROUGH DECEMBER 31, 2016

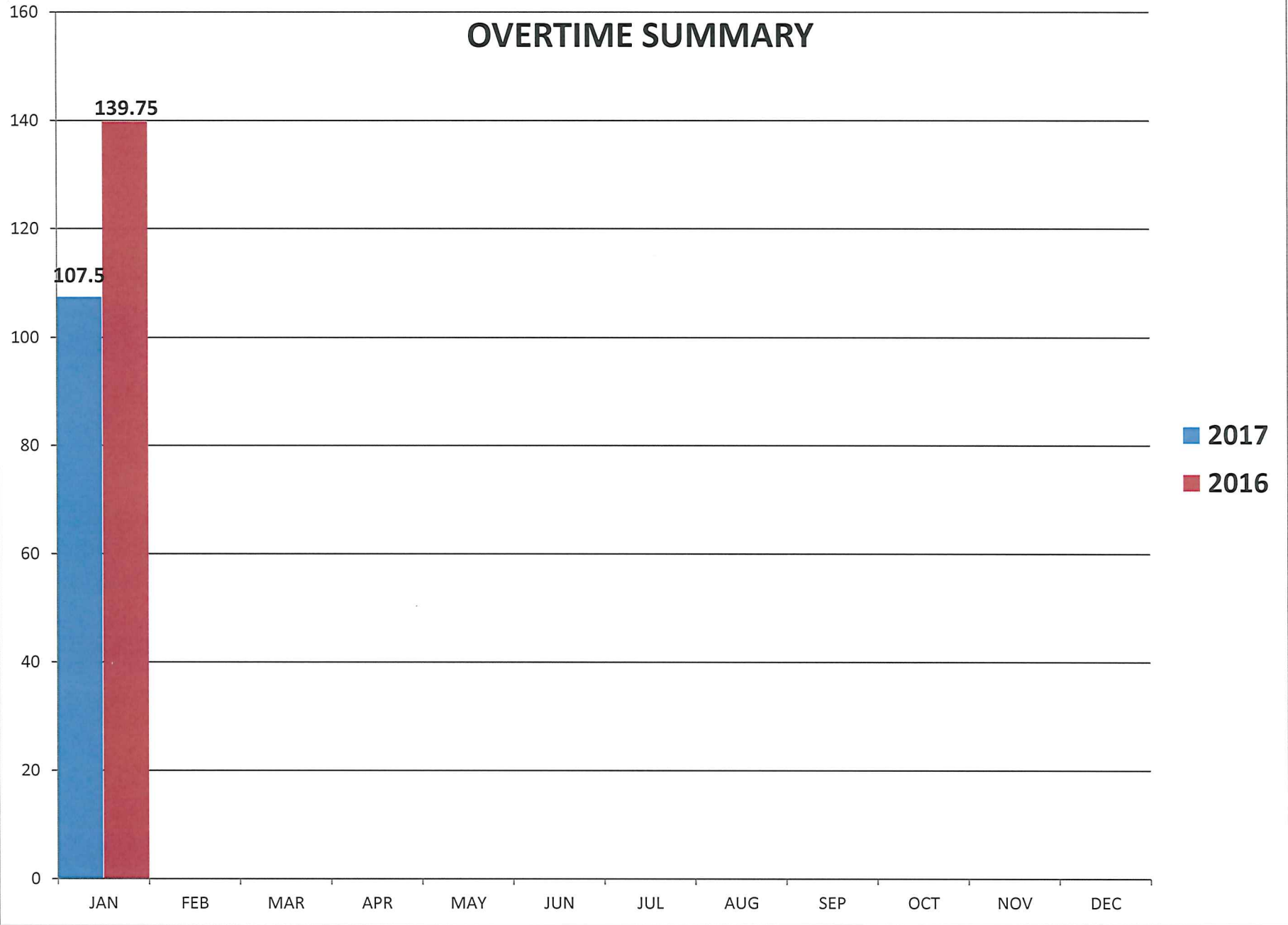
2016	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Speed	12												12
Hazardous	8												8
Non-Hazardous	11												11
Parking	0												0
Warning	37												37
Waiveable	8												8
TOTAL	76												76

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

NUMBER OF TRAFFIC VIOLATIONS BY MONTH 2017 vs. 2016



OVERTIME SUMMARY



OVERTIME SUMMARY

OVERTIME BY TYPE													
2017	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Court	26												26
Complaint Investigation	14												14
Report Writing	1.5												1.5
Training	24												24
Short Shift	40												40
Administrative	0												0
Special Detail	0												0
Holiday	2												2
TOTAL	107.5												107.5

2016 VS. 2017													
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
2017 - TOTAL	107.5	0	0	0	0	0	0	0	0	0	0	0	107.5
2016 - TOTAL	139.75												139.75

EMPLOYEE TIME OFF

2017	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Sick	8												8
Comp	4.75												4.75
Vacation	36												36
Holiday	20												20
PTO	73.5												73.5
Other	176												176
TOTAL	318.25												318.25

**Other - Admin Leave during this Month



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

January 2017

Northfield Township Fire Department

Statistical Report

Responses January 2017:	57
Responses January 2016:	45

Fire Calls:	9
Structure Fires	4
Vehicle Fire	2
Fire Alarms	2
Outside fire	1
Smoke investigation	0

Emergency Medical Calls:	26
Chest Pain	6
Difficulty Breathing	0
Unconscious/Cardiac Arrest	7
Diabetic/ Seizure	1
Trauma	6
Overdose	1
Abdominal pain	0
Other	5

Motor Vehicle Accidents:	19
Injury Crashes	7
Unknown	12
Pin In	0



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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www.twp.northfield.mi.us



Timothy Greene
Lieutenant
Police Operations

February 2017 Director of Public Safety Board Communication

- 1. Fire department activity for January 2017:** January was a busy month in the fire department. We continue to see an increase in crashes on the highway. Part of this is due to construction and the other part is due to the mutual aid agreement with Ann Arbor Twp. We did have a few significant calls in the month. First call was a chimney fire on Earhart rd. We were able to contain flame damage to the chimney structure with minor smoke and water damage to the family room. We also had a fire at the Bobber Down restaurant. Flame damage in this case was contained to the ceiling area of the smoking room with smoke damage to the rest of the restaurant. Bobber Down was closed for a little over a week. Lastly, we assisted Dexter Fire Department with house fire in Loch Alpine subdivision.
- 2. Fire Department training for January:** There were various trainings for the month of January which included; Ice Rescue refresher, pump training, Haz Mat training, Technical Rescue team monthly training
- 3. Fire Academy:** We have 3 of the 4 candidates in the Fire Academy have completed the class! Congratulations to Russ Hollister, Mark Richard and Robert Wales. Russ now just needs to complete some driving and pumping and he will complete his probation. Mark Richard and Robert Wales will now need to complete their EMS training.
- 4. Fire Inspector:** We are about to start fire inspections in Northfield Township. Lt. Brad Rennells has completed the class and will start inspecting businesses soon.
- 5. MDOT project:** This will be an ongoing project for the next calendar year. The latest I have heard is that the significant detours will start sometime in March or April. This will make Six Mile Rd. one-way westbound and North Territorial one-way Eastbound. This will make for very interesting travel in the area.
- 6. DEA Officer drug busts:** Our officer that is on the special detail has been part of a couple very successful busts that will be very financially beneficially to Northfield Township Police Department. We are expecting our portion to be in the area of \$200,000-\$300,000.
"We practice "CPR" daily - Courtesy Professionalism Respect"

7. New Pagers for Fire Department: The Fire Department has received and are now utilizing new 800 MHZ pagers for fire call notifications. These pagers are much more reliable because they are part of the new technology 800 MHZ radio system. These pagers are paid for through the Washtenaw County 800 MHZ Radio system.

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

To: Northfield Township Board of Trustees

From: Tim Hardesty Wastewater Treatment Plant Superintendent

Date: February 9th, 2017

Subject: January 2017 Monthly Report

- 1/2/17: Call back for intermediate clarifier tank collector arm overload.
- 1/9/17: Installed new influent valve on the chlorine feed system.
- 1/10/17: Had an inspection from the MDEQ.
- 1/10/17: Plugged sewer call at 504 Six Mile Rd. Problem was in homeowners' line.
- 1/10/17: Call back for plant alarm from high winds and rain.
- 1/12/17: Water main break along our drive. Called Fonson Construction to help make the repair.
- 1/14/17: Call back for power failure at Eagle Gardens pumping station.
- 1/17/17: Removed old chlorine water feed pump #2 to prep for installation of new system.
- 1/18/17: R.S. Technical started installation of new chlorine water feed system.
- 1/18/17: MDOT had to relocate about 300 feet of our North Territorial force main at the Six Mile Road bridge. One end of the new pipe was connected and inspected today.
- 1/19/17: Second end of new Territorial pipe was connected and tested.
- 1/24/17: Repaired leak in water line in basement of filter building #1.
- 1/27/17: R.S. Technical finished installing the new chlorine water feed system, and performed the start up.
- 1/29/17: Call back to North Shore #1 pump station for mechanical problem.

January 2017 Daily Average Flow	.821MGD
January 2016 Daily Average Flow	.646MGD
Maximum January Daily Flow 2017	1.039MGD
Maximum January Daily Flow 2016	.805MGD
Minimum January Daily Flow 2017	.633MGD
Minimum January Daily Flow 2016	.551MGD
6 – Month Average Flow	.691MGD
12 – Month Average Flow	.725MGD
Total Gallons Treated January 2017	25.440 MG
Total Gallons Treated January 2016	20.026 MG
Connections / Tap-ins' to system	0
Miss Dig Staking's	7
Overtime hours for the month	48

**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: February 14th, 2017

Subject: Water Main Pipe

The water for our plant comes from the prison across the road, and runs along our drive up to the plant. I would like to replace a section of pipe near our gate where we have had two breaks just a few feet apart in the last few months. We are also going to install a shut off valve at the same time because of increasing difficulty contacting prison personnel when a problem occurs. I am still waiting to hear from a third contractor at this time.

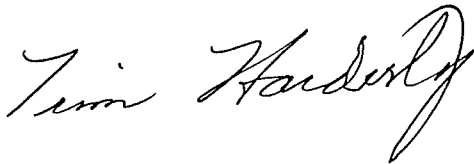
I would like to use Fonson Company to do the work pending the third quote coming in at a lower price.

Fonson Company: \$6,350.00

Joe Raica Excavating: \$9,000.00

Meyers Excavating:

Respectfully submitted,



Tim Hardesty

**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: February 14, 2017

Subject: Check Valve Replacement

The check valve on primary pump #1 has worn out and repair parts are no longer available. The following are quotes to provide the valve and the labor to install it.

Kennedy Industries: \$7112.00

South Lyon Mechanical: \$6892.00

Midwest Power: \$13,000.00

The valve from Kennedy was available in 3 to 5 days, and the same valve from South Lyon Mechanical would not have been available for 6 to 8 weeks. Because this was the only valve available that had the same overall length as the old one, I went ahead and ordered the valve from Kennedy. The cost for the valve only was \$2,862.00. The following are labor costs to install the valve.

Kennedy Industries: \$4250.00

South Lyon Mechanical: \$3584.00

I am bringing this to the board because it is a grey area for the \$5000 spending limit. The costs could be considered one action or separate.

Thank you for your consideration,



Tim Hardesty

**Northfield Township Community Center
Monthly Report
January 2017
Tami Averill, Director**

I. January Overview

The Senior Nutrition program continues to run smoothly. We have 97 registered seniors, with 12 to 15 attending on a daily basis in January. Lunches are served on Mondays, Wednesdays and Fridays at 12:15p.m.

The search for volunteer drivers continues so we can get the home-delivered meals started. We continue to wait on background checks from the county. We are making progress and getting closer to getting this portion of the Senior Nutrition Program up and running.

THANK YOU to our Senior Lunch Volunteers –Linda Hartley, Alyssa Jones, Betty Jones, Ellen Kerek, Debbie Leibert, Karen Neigebauer, Mike Pohl, Donn Sleek, Ann Thompson, and Curtis Ward. They always do a great job and keep things running smoothly.

A big thank you to our volunteers – Angela Brown, Denise Creque, Damon Dotson, Ruth Hague, Linda Hartley, Cindy Hogston, Ernestine Hogston, Betty Jones, Alyssa Jones, Phyllis Lindblade, Kim Pohl, Isabel Pohl, Mike Pohl, Donn Sleek, Ann Thompson, Curtis Ward, - for the work they contributed in January. Their hard work is truly appreciated.

Planning for spring and summer programming is well underway.

II. Program Evaluation

a. On Going Services

Lisa Abrams continues to offer reflexology sessions and therapeutic foot baths on Tuesday and Thursday afternoons and Wednesday evenings.

Dr. Anthony Mastrogiacomo from South Lyon Foot & Ankle Specialists continues to offer senior foot care once a month. He saw six patients in January. He will return on February 23.

The Medical Loan Closet continues to be available to the community. Fourteen items were loaned in January. We received donations of a shower seat, a walker, crutches, and a commode.

The Regency continues to send a Registered Nurse on the 2nd Tuesday of each month to do blood pressure screenings.

Acupuncture therapy is going strong, with 11 people participating each week in January. Licensed Acupuncturist, Ron Hough, is at the Center from 4:00p.m. to 6:00p.m. for walk-in visits on Thursday afternoons.

The Kidney Foundation of Michigan's "My Choice, My Health: Diabetes Prevention" program's participants completed their weekly meetings on January 30. They will begin meeting on a monthly basis in February. The program is

going very well! Lifestyle coach, Wanda Gunderson, has been very pleased with the group's progress.

b. Classes

Chair Yoga (6-10 participants/week) continued on Tuesdays. Gentle Yoga on Wednesday evenings has 5 to 8 participants each week.

Exercise with Becky (Tues. & Thurs.) has 10 to 12 participants each day. Zumba Gold (Wed. a.m.) currently has 3 students.

Tai Chi has four ladies participating in the session that began on January 11.

MAH Fitness will begin new sessions on February 2.

The Primitive Rug Hooking class continues with 3 students creating some very lovely pieces.

Karen Hamp continues to offer a Meditation class on Tuesday mornings. Four people are currently attending.

c. On-Going Activities

Pinochle continues every Tuesday and Thursday afternoon. Attendance is consistent at 8 to 12 players per day each week.

Mah Jongg Mondays continue. Four to six people are currently participating each week.

The Knit, Crochet, Craft group meets every Friday from 11:30a.m. to 1:30p.m. 4 to 10 people attended each week during January.

The Whitmore Lake Portrait Group remains steady with their participation. Ten to twelve artists attend each week. The art gallery that showcases their art continues to be popular with our guests. Selections are changed out approximately every two months. In the current exhibit, all of the portraits feature one of our volunteers!

Kiwanis continues to hold their regular meetings and Board meetings at the Community Center.

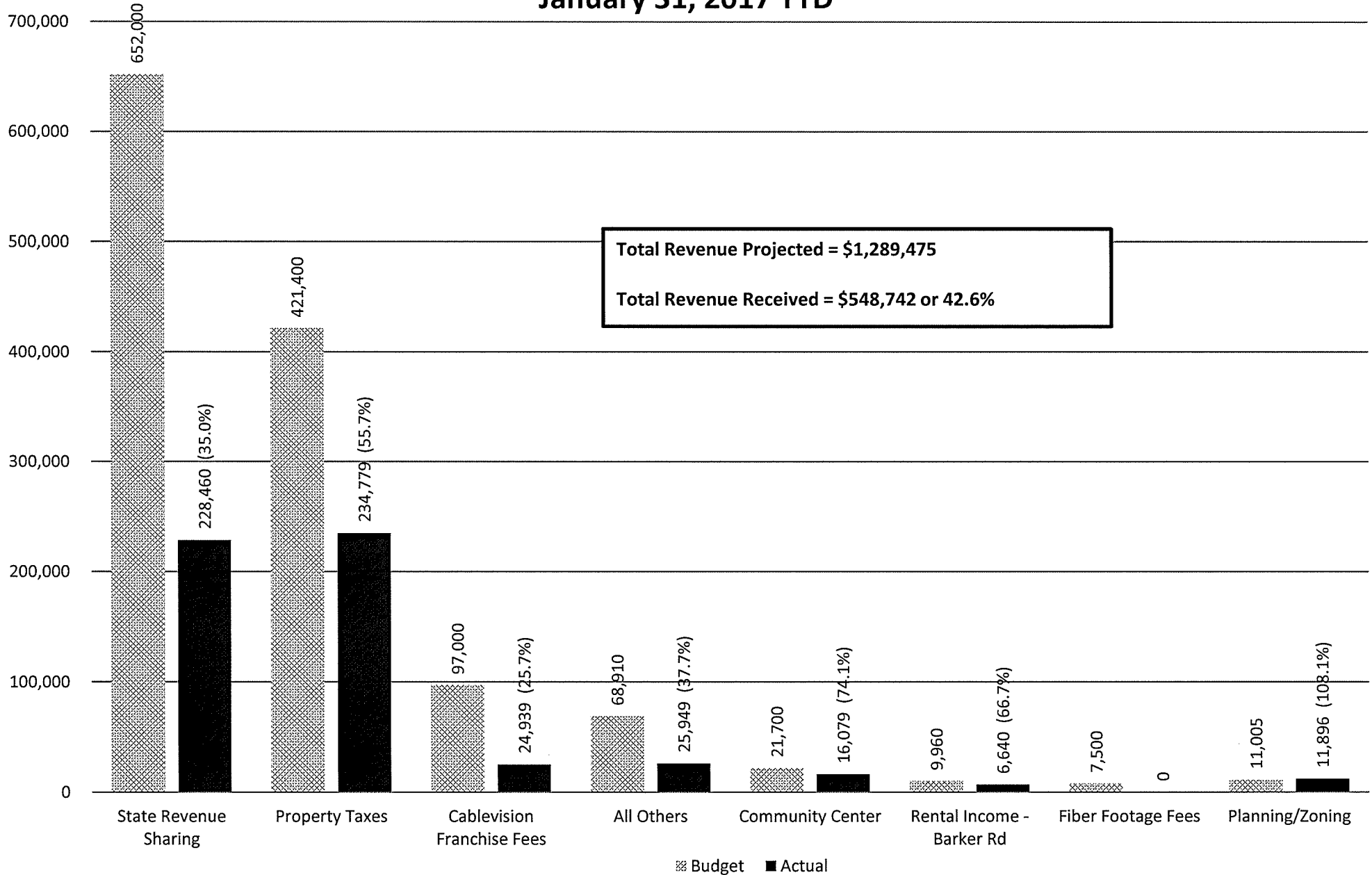
d. Special Events

The January Grown-Ups Can Color, Too Party was attended by 4 people.

Karaoke is back. We continue to work on putting together our own equipment, and a collection of CDs. We did not have a session in January. The next karaoke evening is scheduled for February 17.

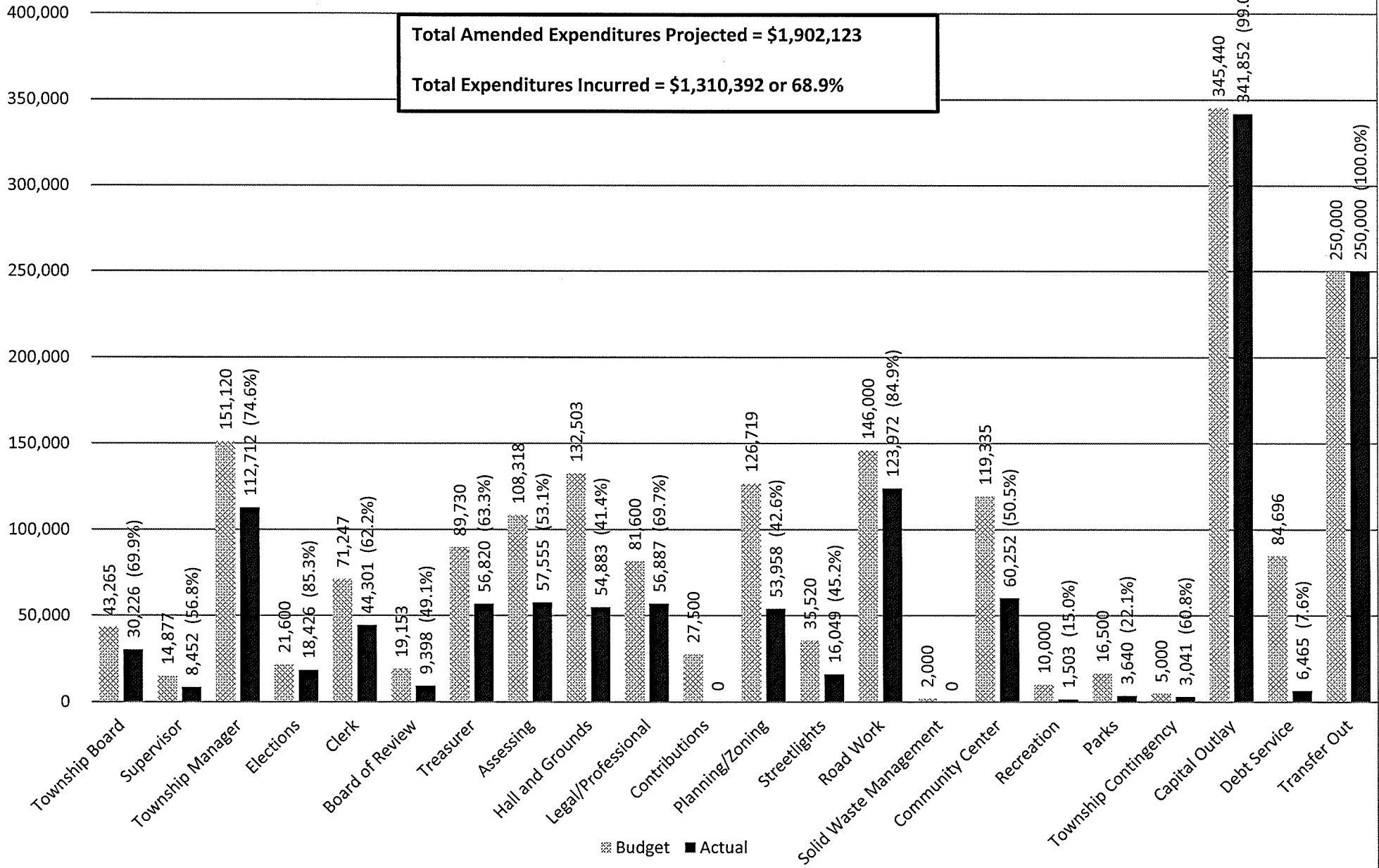
I am working with the YMCA of Ann Arbor to bring their Blood Pressure Self-Monitoring program to the Community Center. This is a 4-month program that will teach qualified participants to monitor and track their blood pressure. It will also provide programming on healthy eating and habits to help them work toward the goal of keeping their blood pressure under control. Program staff attended the Prediabetes Prevention Class on January 30 with a presentation. They signed up three participants. We will be offering more informational/sign up sessions on February 8 at 12:30p.m. and February 13 at 6:30p.m.

NORTHFIELD TOWNSHIP GENERAL FUND Revenues Projected vs. Received January 31, 2017 YTD



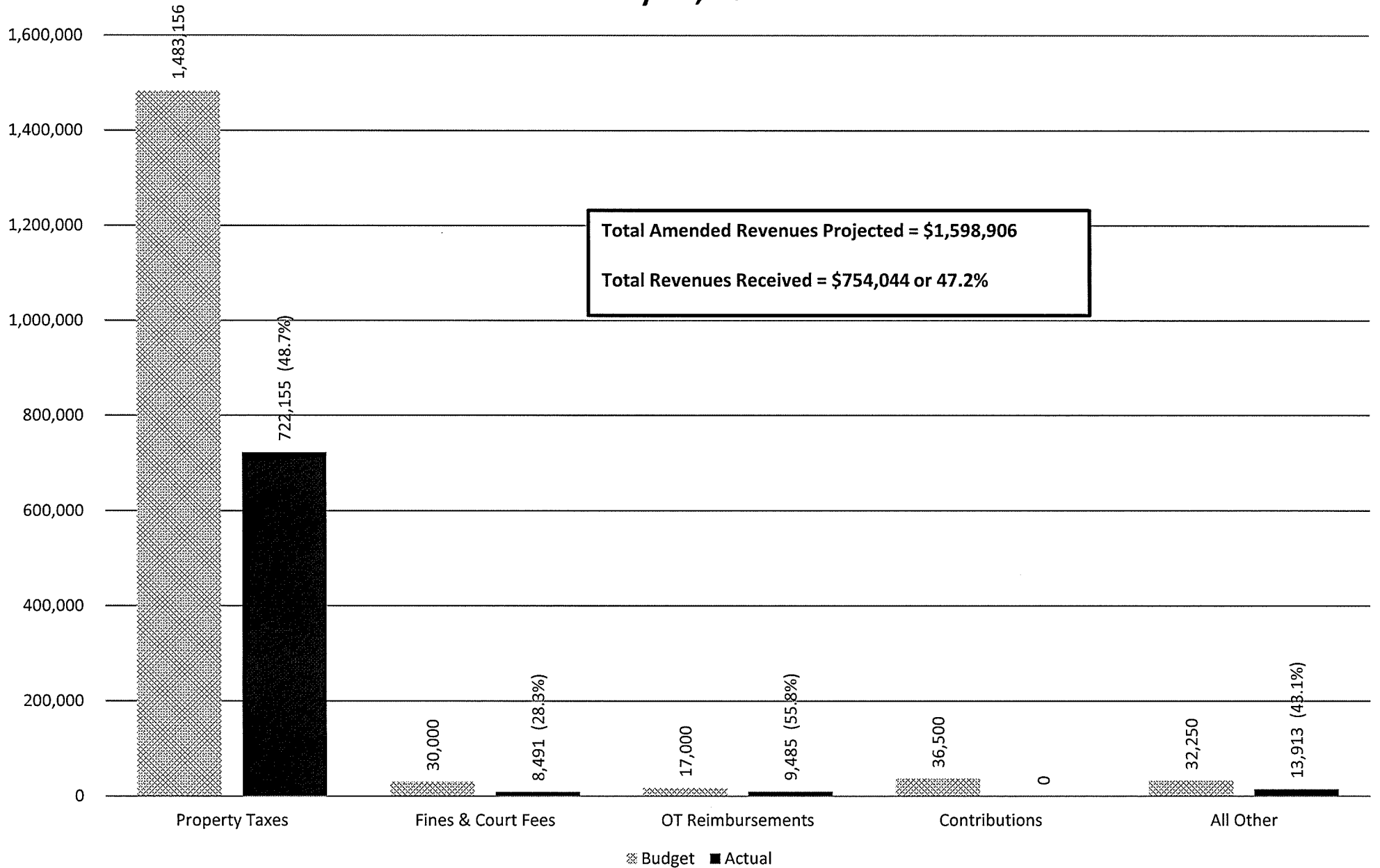
NORTHFIELD TOWNSHIP GENERAL FUND

Amended Expenditures Projected vs. Incurred January 31, 2017 YTD



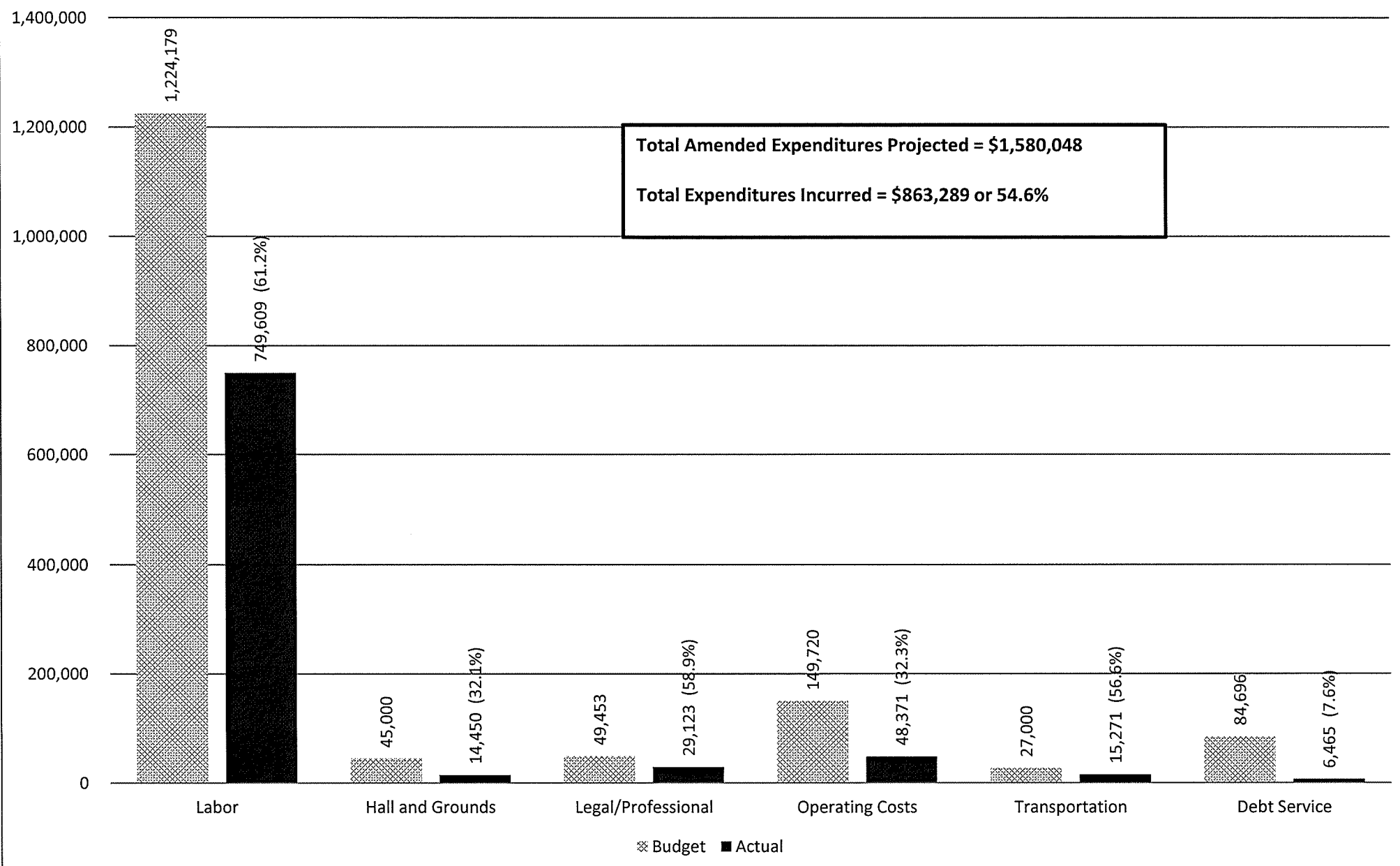
NORTHFIELD TOWNSHIP POLICE FUND

Amended Revenues Projected vs. Received January 31, 2017 YTD

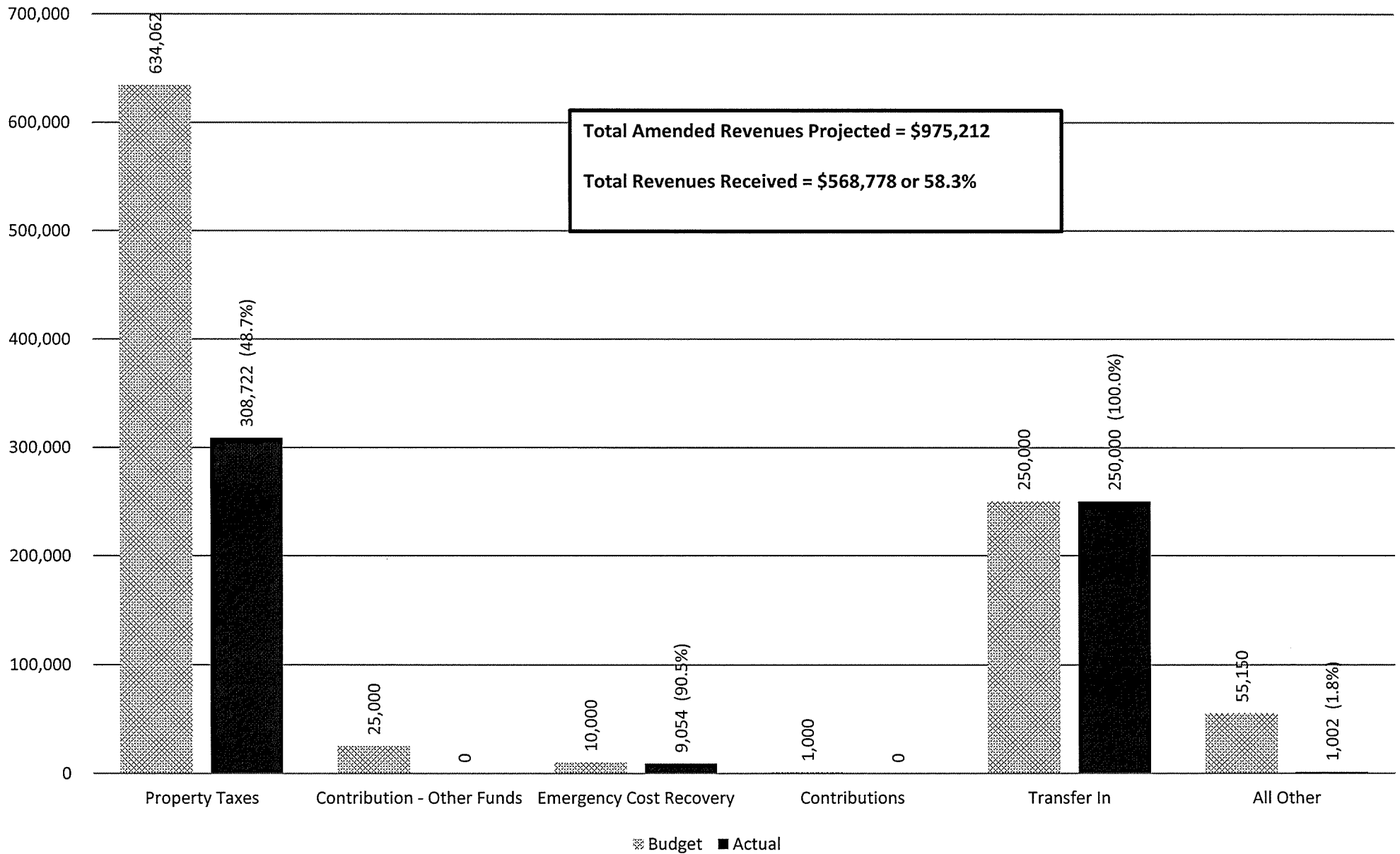


NORTHFIELD TOWNSHIP POLICE FUND

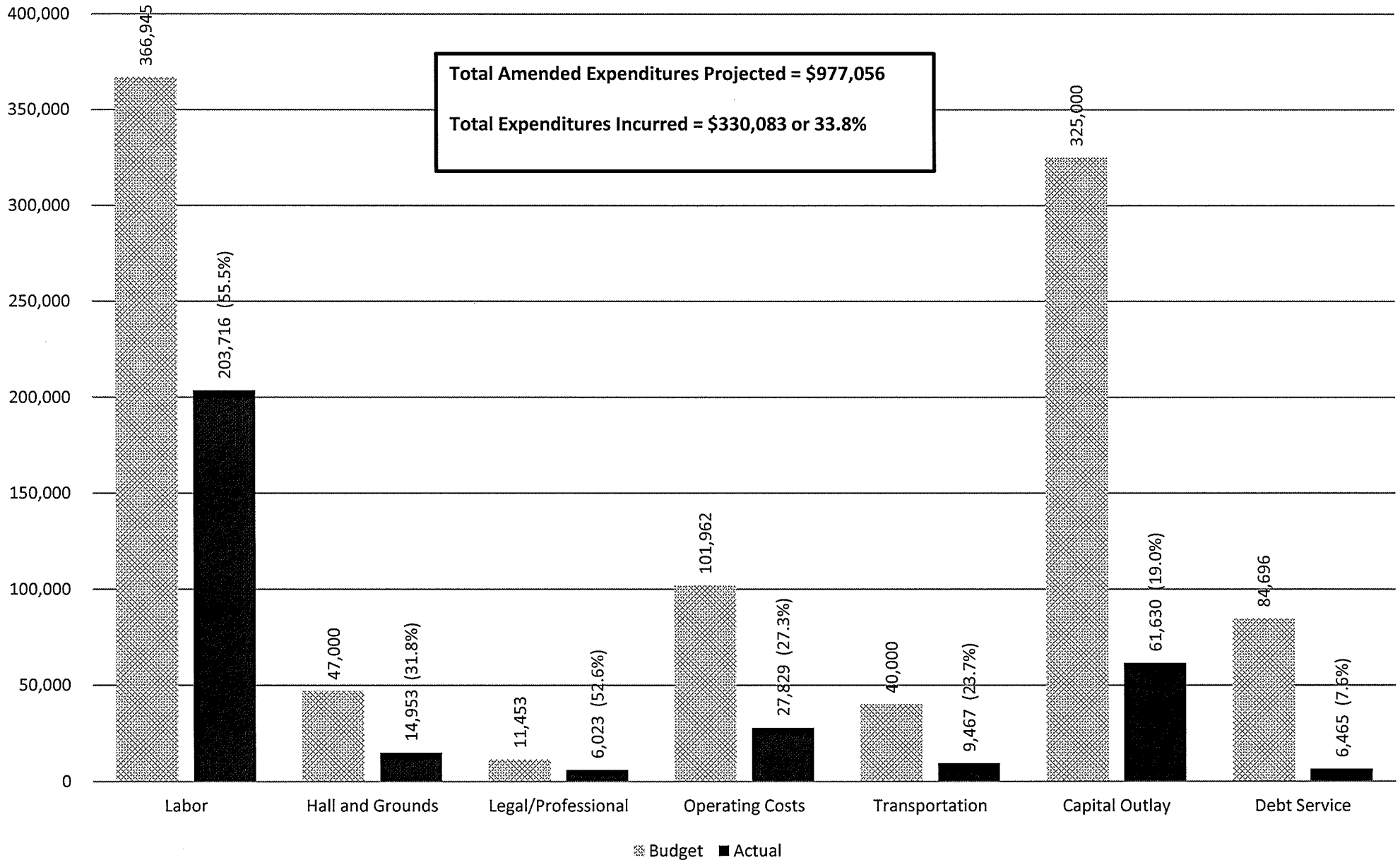
Amended Expenditures Projected vs. Incurred January 31, 2017 YTD



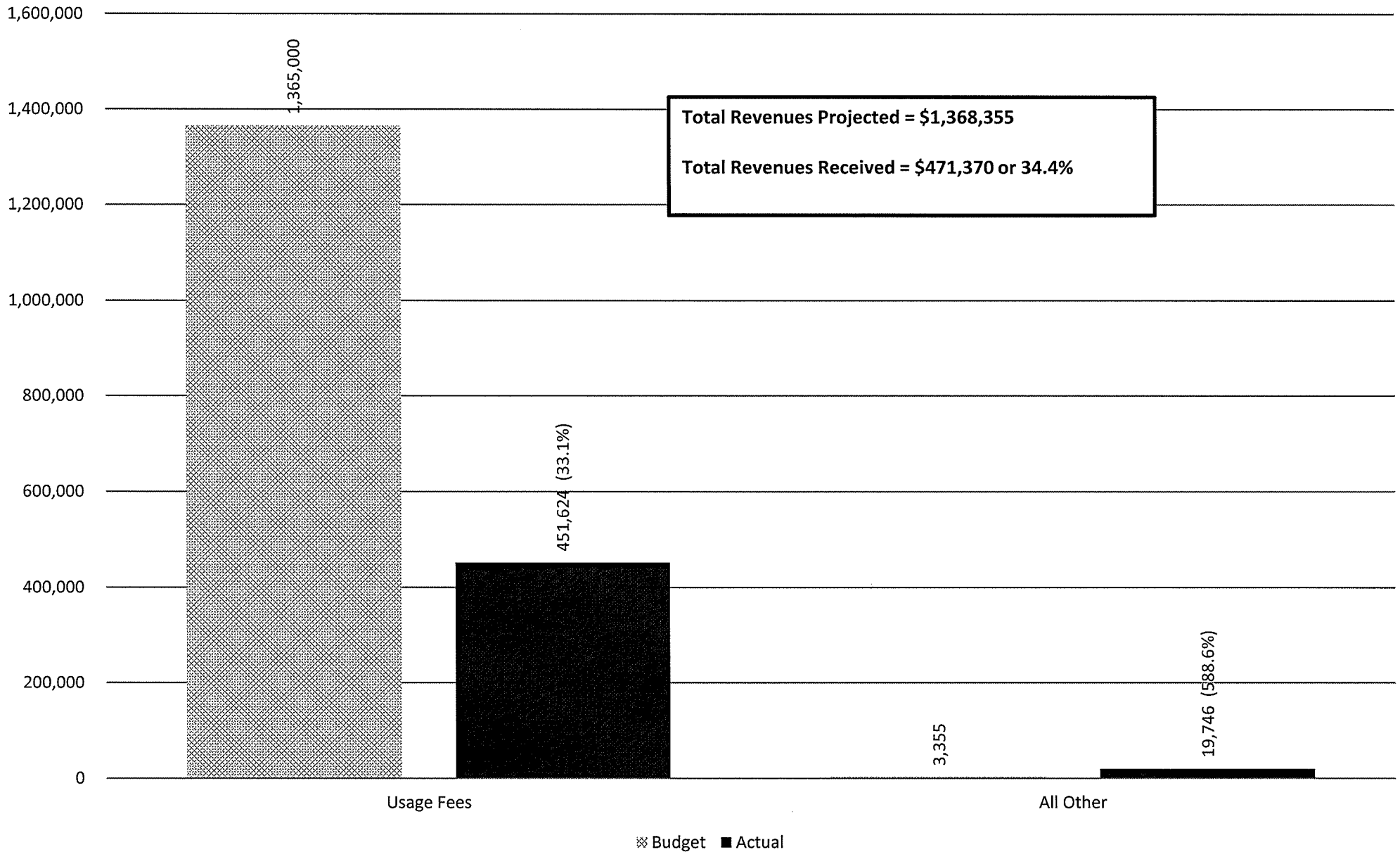
NORTHFIELD TOWNSHIP FIRE/MEDICAL RESCUE FUND Amended Revenues Projected vs. Received January 31, 2017 YTD



NORTHFIELD TOWNSHIP FIRE/MEDICAL RESCUE FUND Amended Expenditures Projected vs. Incurred January 31, 2017 YTD

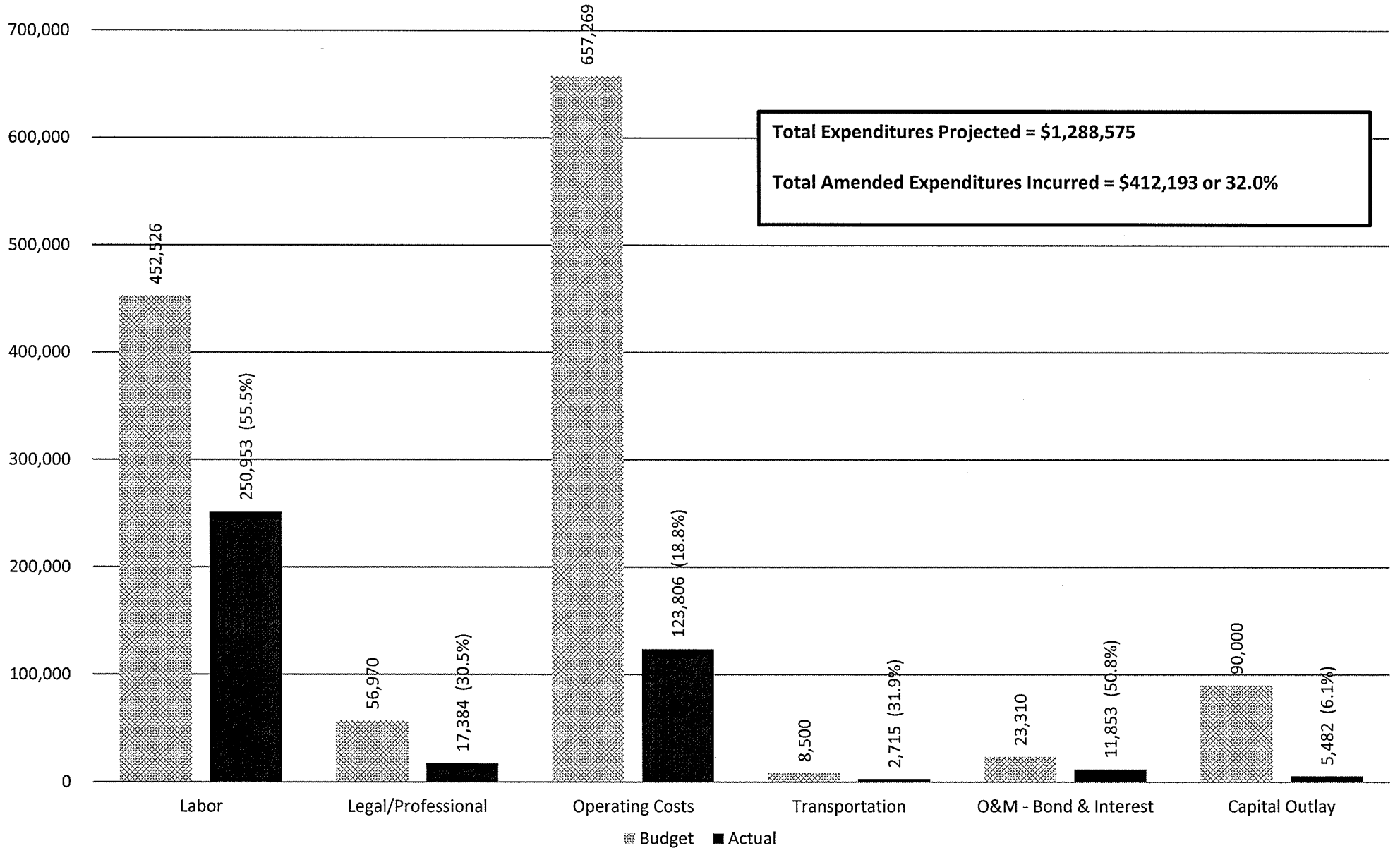


**NORTHFIELD TOWNSHIP
WWTP FUND
Revenues Projected vs. Received
January 31, 2017 YTD**



NORTHFIELD TOWNSHIP WWTP FUND

Amended Expenditures Projected vs. Incurred January 31, 2017 YTD



PERIOD ENDING 01/31/2017

% Fiscal Year Completed: 58.90

GL NUMBER	DESCRIPTION	END BALANCE	2016-17		YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		06/30/2016	ORIGINAL BUDGET	2016-17 AMENDED BUDGET		MONTH 01/31/17		
Fund 101 - GENERAL FUND								
Revenues								
Dept 000								
101-000-426	PRIOR YEAR TAX INTEREST	663.08	0.00	0.00	1,700.90	1,700.90	(1,700.90)	100.00
101-000-452	PEDDLER'S LICENSES	368.00	500.00	500.00	(78.00)	(78.00)	578.00	(15.60)
101-000-453	CABLEVISION FRANCHISE FEES	99,309.78	97,000.00	97,000.00	24,938.95	173.14	72,061.05	25.71
101-000-455	FIBER FOOTAGE FEES	10,515.50	7,500.00	7,500.00	0.00	0.00	7,500.00	0.00
101-000-574	STATE SHARED REVENUE	649,431.00	652,000.00	652,000.00	228,460.00	113,769.00	423,540.00	35.04
101-000-626	COPY & FOIA INCOME	120.42	200.00	200.00	26.23	0.00	173.77	13.12
101-000-655	ORDINANCE FINES	200.00	0.00	0.00	10.00	0.00	(10.00)	100.00
101-000-665	INTEREST INCOME	1,082.07	1,000.00	1,000.00	1,432.99	0.00	(432.99)	143.30
101-000-671	REIMBURSEMENT/OTHER INCOME	6,610.94	150.00	150.00	501.69	495.59	(351.69)	334.46
101-000-673	SALE OF FIXED ASSET	0.00	0.00	12,000.00	12,000.00	0.00	0.00	100.00
101-000-688	RENTAL INCOME - BARKER RD	10,260.00	9,960.00	9,960.00	6,640.00	830.00	3,320.00	66.67
101-000-690	UNREALIZED GAIN/LOSS	(74.55)	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		778,486.24	768,310.00	780,310.00	275,632.76	116,890.63	504,677.24	35.32
Dept 191-ELECTIONS								
101-191-671	REIMBURSEMENT/OTHER INCOME	5,741.48	6,500.00	6,500.00	10,355.81	3,424.93	(3,855.81)	159.32
Total Dept 191-ELECTIONS		5,741.48	6,500.00	6,500.00	10,355.81	3,424.93	(3,855.81)	159.32
Dept 253-TREASURER								
101-253-402	CURRENT PROPERTY TAX	263,029.60	263,500.00	263,500.00	128,297.51	52,446.94	135,202.49	48.69
101-253-404	MOBILE HOME LICENSE FEES	2,850.50	2,820.00	2,820.00	1,197.50	0.00	1,622.50	42.46
101-253-445	PENALTY & INTEREST ON TAXES	3,595.53	1,500.00	1,500.00	26.32	0.00	1,473.68	1.75
101-253-627	SUMMER TAX PREPARATION	13,580.00	13,580.00	13,580.00	13,665.00	0.00	(85.00)	100.63
101-253-680	TAX ADMINISTRATION FEES	144,810.35	140,000.00	140,000.00	91,592.35	18,971.50	48,407.65	65.42
Total Dept 253-TREASURER		427,865.98	421,400.00	421,400.00	234,778.68	71,418.44	186,621.32	55.71
Dept 336-CONTRIBUTIONS								
101-336-625	SEWER ADMINISTRATION	48,560.00	48,560.00	48,560.00	0.00	0.00	48,560.00	0.00
Total Dept 336-CONTRIBUTIONS		48,560.00	48,560.00	48,560.00	0.00	0.00	48,560.00	0.00
Dept 412-PLANNING/ZONING DEPT								
101-412-477	ZONING COMPLIANCE PERMITS	8,600.00	5,880.00	5,880.00	6,255.00	300.00	(375.00)	106.38
101-412-607	ZONING ADMINISTRATIVE FEES	150.00	0.00	0.00	0.00	0.00	0.00	0.00
101-412-608	VARIANCES/APPEALS	2,855.00	2,700.00	2,700.00	935.00	0.00	1,765.00	34.63
101-412-612	TAX ABATEMENT FEES	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00
101-412-614	PLANNING FEES	6,975.00	0.00	0.00	2,000.00	1,500.00	(2,000.00)	100.00
101-412-629	ZONING COPIES	0.00	25.00	25.00	5.60	0.00	19.40	22.40
101-412-637	SPLIT APPLICATIONS	1,825.00	2,400.00	2,400.00	2,700.00	875.00	(300.00)	112.50
Total Dept 412-PLANNING/ZONING DEPT		21,405.00	11,005.00	11,005.00	11,895.60	2,675.00	(890.60)	108.09
Dept 666-COMMUNITY CENTER								
101-666-643	CC TRIPS	7,543.25	9,000.00	9,000.00	3,845.00	0.00	5,155.00	42.72
101-666-644	CC PROGRAMS	2,583.00	3,000.00	3,000.00	2,218.75	0.00	781.25	73.96
101-666-671	REIMBURSEMENT/OTHER INCOME	5,500.00	8,500.00	8,500.00	8,500.00	0.00	0.00	100.00
101-666-676	CONTRIBUTIONS - SCC	815.61	1,200.00	1,200.00	1,515.15	0.00	(315.15)	126.26

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GL NUMBER	DESCRIPTION	END BALANCE	2016-17		YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		06/30/2016	ORIGINAL BUDGET	2016-17 AMENDED BUDGET		MONTH 01/31/17		
Fund 101 - GENERAL FUND								
Revenues								
Total Dept 666-COMMUNITY CENTER		16,441.86	21,700.00	21,700.00	16,078.90	0.00	5,621.10	74.10
TOTAL REVENUES		1,298,500.56	1,277,475.00	1,289,475.00	548,741.75	194,409.00	740,733.25	42.56
Expenditures								
Dept 101-TOWNSHIP BOARD								
101-101-701	SALARIES	9,999.84	10,000.00	10,000.00	6,249.90	0.00	3,750.10	62.50
101-101-715	SOCIAL SECURITY	795.60	765.00	765.00	478.14	0.00	286.86	62.50
101-101-807	MEMBERSHIP DUES	9,121.21	10,500.00	10,500.00	8,077.97	0.00	2,422.03	76.93
101-101-836	WELFARE COSTS	10,000.00	10,000.00	10,000.00	10,000.00	0.00	0.00	100.00
101-101-900	PRINTING & PUBLICATIONS	7,606.25	7,500.00	7,500.00	2,910.84	544.64	4,589.16	38.81
101-101-956	MISCELLANEOUS	0.00	0.00	2,500.00	2,360.46	0.00	139.54	94.42
101-101-957	TRAINING & DEVELOPMENT	0.00	2,000.00	2,000.00	149.00	0.00	1,851.00	7.45
Total Dept 101-TOWNSHIP BOARD		37,522.90	40,765.00	43,265.00	30,226.31	544.64	13,038.69	69.86
Dept 171-SUPERVISOR								
101-171-701	SALARIES	12,499.76	12,500.00	12,500.00	7,692.20	961.54	4,807.80	61.54
101-171-715	SOCIAL SECURITY	956.23	957.00	957.00	588.45	73.56	368.55	61.49
101-171-807	MEMBERSHIP DUES	0.00	120.00	120.00	0.00	0.00	120.00	0.00
101-171-860	FUEL & MILEAGE	0.00	200.00	200.00	0.00	0.00	200.00	0.00
101-171-956	MISCELLANEOUS	78.00	100.00	100.00	22.63	0.00	77.37	22.63
101-171-957	TRAINING & DEVELOPMENT	0.00	1,000.00	1,000.00	149.00	0.00	851.00	14.90
Total Dept 171-SUPERVISOR		13,533.99	14,877.00	14,877.00	8,452.28	1,035.10	6,424.72	56.81
Dept 172-TOWNSHIP MANAGER								
101-172-701	SALARIES	77,000.04	79,310.00	83,000.00	64,939.21	20,708.41	18,060.79	78.24
101-172-704	CLERICAL/DEP /SUPER/ELECTION	25,487.00	29,137.00	29,137.00	16,773.80	1,991.77	12,363.20	57.57
101-172-715	SOCIAL SECURITY	12,243.53	12,705.00	12,990.00	9,067.62	2,106.40	3,922.38	69.80
101-172-716	HOSPITALIZATION	1,500.00	1,500.00	1,500.00	1,500.00	0.00	0.00	100.00
101-172-717	LIFE/DISB. INSURANCE	975.48	1,025.00	1,025.00	650.32	81.29	374.68	63.45
101-172-718	PENSION	7,700.10	7,931.00	8,300.00	5,061.40	638.44	3,238.60	60.98
101-172-722	CONTROLLER	56,058.87	57,627.00	57,627.00	35,018.24	4,834.53	22,608.76	60.77
101-172-734	BONUS	0.00	0.00	300.00	300.00	0.00	0.00	100.00
101-172-818	CONTRACTUAL SERVICES	3,515.68	5,000.00	5,000.00	4,125.21	0.00	874.79	82.50
101-172-850	COMMUNICATION	655.21	720.00	720.00	306.10	53.15	413.90	42.51
101-172-860	FUEL & MILEAGE	0.00	500.00	500.00	0.00	0.00	500.00	0.00
101-172-927	ALLOCATE TO DEPARTMENTS	(41,091.28)	(49,436.00)	(49,979.00)	(25,029.62)	0.00	(24,949.38)	50.08
101-172-957	TRAINING & DEVELOPMENT	698.20	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 172-TOWNSHIP MANAGER		144,742.83	147,019.00	151,120.00	112,712.28	30,413.99	38,407.72	74.58
Dept 191-ELECTIONS								
101-191-704	CLERICAL/DEP /SUPER/ELECTION	7,125.12	13,200.00	13,200.00	9,783.34	0.00	3,416.66	74.12
101-191-727	SUPPLIES	1,914.62	3,000.00	3,000.00	5,843.13	753.84	(2,843.13)	194.77
101-191-818	CONTRACTUAL SERVICES	990.00	2,000.00	2,000.00	550.00	0.00	1,450.00	27.50
101-191-851	POSTAGE	894.91	800.00	800.00	1,123.79	0.00	(323.79)	140.47
101-191-900	PRINTING & PUBLICATIONS	1,100.37	2,600.00	2,600.00	1,125.43	0.00	1,474.57	43.29

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17		YTD BALANCE 01/31/2017	ACTIVITY FOR MONTH 01/31/17	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	2016-17 AMENDED BUDGET				
Fund 101 - GENERAL FUND								
Expenditures								
Total Dept 191-ELECTIONS		12,025.02	21,600.00	21,600.00	18,425.69	753.84	3,174.31	85.30
Dept 215-CLERK								
101-215-701	SALARIES	12,499.76	12,500.00	12,500.00	7,692.20	961.54	4,807.80	61.54
101-215-703	DEPUTY SALARIES	32,978.59	39,520.00	39,520.00	23,880.00	3,040.00	15,640.00	60.43
101-215-715	SOCIAL SECURITY	3,691.16	3,980.00	3,980.00	2,552.97	306.12	1,427.03	64.14
101-215-716	HOSPITALIZATION	1,125.00	1,500.00	1,500.00	3,252.39	577.77	(1,752.39)	216.83
101-215-717	LIFE/DISB. INSURANCE	617.85	525.00	525.00	329.52	41.19	195.48	62.77
101-215-718	PENSION	2,705.20	3,952.00	3,952.00	2,388.00	304.00	1,564.00	60.43
101-215-723	RECORD SEC	5,945.00	7,720.00	7,720.00	3,620.00	2,075.00	4,100.00	46.89
101-215-734	BONUS	0.00	0.00	300.00	300.00	0.00	0.00	100.00
101-215-807	MEMBERSHIP DUES	0.00	100.00	100.00	0.00	0.00	100.00	0.00
101-215-860	FUEL & MILEAGE	0.00	150.00	150.00	37.26	0.00	112.74	24.84
101-215-922	LATE FEES AND PENALTIES	44.38	0.00	0.00	0.00	0.00	0.00	0.00
101-215-957	TRAINING & DEVELOPMENT	0.00	1,000.00	1,000.00	248.23	54.00	751.77	24.82
Total Dept 215-CLERK		59,606.94	70,947.00	71,247.00	44,300.57	7,359.62	26,946.43	62.18
Dept 247-BOARD OF REVIEW								
101-247-706	BOARD OF REVIEW FEE	969.00	2,000.00	2,000.00	78.00	0.00	1,922.00	3.90
101-247-715	SOCIAL SECURITY	74.10	153.00	153.00	5.98	0.00	147.02	3.91
101-247-723	RECORD SEC	1,520.00	1,200.00	1,200.00	245.00	50.00	955.00	20.42
101-247-900	PRINTING & PUBLICATIONS	640.00	800.00	800.00	0.00	0.00	800.00	0.00
101-247-959	TRIBUNALS AND DRAINS	7,580.27	15,000.00	15,000.00	9,069.47	0.00	5,930.53	60.46
Total Dept 247-BOARD OF REVIEW		10,783.37	19,153.00	19,153.00	9,398.45	50.00	9,754.55	49.07
Dept 253-TREASURER								
101-253-701	SALARIES	12,499.76	12,500.00	12,500.00	7,692.20	961.54	4,807.80	61.54
101-253-703	DEPUTY SALARIES	43,677.20	45,440.00	45,760.00	19,590.67	4,435.13	26,169.33	42.81
101-253-704	CLERICAL/DEP /SUPER/ELECTION	14,413.38	21,384.00	21,384.00	13,442.01	620.00	7,941.99	62.86
101-253-715	SOCIAL SECURITY	5,280.86	6,070.00	6,095.00	3,063.56	317.04	3,031.44	50.26
101-253-716	HOSPITALIZATION	4,443.92	1,500.00	1,500.00	3,136.47	2,136.47	(1,636.47)	209.10
101-253-717	LIFE/DISB. INSURANCE	460.80	485.00	485.00	129.28	45.44	355.72	26.66
101-253-718	PENSION	4,367.72	4,544.00	4,576.00	691.36	0.00	3,884.64	15.11
101-253-734	BONUS	0.00	0.00	300.00	300.00	0.00	0.00	100.00
101-253-803	LEGAL	6,000.00	6,000.00	6,000.00	3,500.00	500.00	2,500.00	58.33
101-253-804	TAX STATEMENT PREPARATION	1,582.02	1,700.00	1,700.00	1,619.78	0.00	80.22	95.28
101-253-807	MEMBERSHIP DUES	100.00	110.00	110.00	10.00	10.00	100.00	9.09
101-253-818	CONTRACTUAL SERVICES	0.00	0.00	0.00	9,470.20	0.00	(9,470.20)	100.00
101-253-851	POSTAGE	3,480.28	3,700.00	3,700.00	2,873.43	0.00	826.57	77.66
101-253-860	FUEL & MILEAGE	339.09	225.00	225.00	169.03	48.60	55.97	75.12
101-253-927	ALLOCATE TO DEPARTMENTS	(16,490.00)	(16,605.00)	(16,605.00)	(9,662.00)	0.00	(6,943.00)	58.19
101-253-956	MISCELLANEOUS	2,774.96	1,000.00	1,000.00	213.82	0.00	786.18	21.38
101-253-957	TRAINING & DEVELOPMENT	0.00	1,000.00	1,000.00	580.50	198.00	419.50	58.05
Total Dept 253-TREASURER		82,929.99	89,053.00	89,730.00	56,820.31	9,272.22	32,909.69	63.32
Dept 257-ASSESSING								
101-257-709	ASST ASSESSOR	38,624.00	40,706.00	40,706.00	24,958.40	3,131.20	15,747.60	61.31
101-257-715	SOCIAL SECURITY	2,954.74	3,114.00	3,114.00	1,932.26	239.53	1,181.74	62.05
101-257-716	HOSPITALIZATION	22,488.05	24,750.00	24,750.00	9,927.90	1,077.16	14,822.10	40.11

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GL NUMBER	DESCRIPTION	END BALANCE	2016-17		YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		06/30/2016	ORIGINAL BUDGET	2016-17 AMENDED BUDGET		MONTH 01/31/17		
Fund 101 - GENERAL FUND								
Expenditures								
101-257-717	LIFE/DISB. INSURANCE	681.60	575.00	575.00	363.52	45.44	211.48	63.22
101-257-718	PENSION	3,718.40	4,071.00	4,071.00	2,495.84	313.12	1,575.16	61.31
101-257-727	SUPPLIES	843.03	1,500.00	1,500.00	613.03	0.00	886.97	40.87
101-257-734	BONUS	0.00	0.00	300.00	300.00	0.00	0.00	100.00
101-257-807	MEMBERSHIP DUES	13.00	250.00	250.00	13.00	0.00	237.00	5.20
101-257-818	CONTRACTUAL SERVICES	58,704.96	64,380.00	64,380.00	33,833.31	4,833.33	30,546.69	52.55
101-257-851	POSTAGE	2,372.76	2,500.00	2,500.00	125.83	0.00	2,374.17	5.03
101-257-860	FUEL & MILEAGE	113.40	500.00	500.00	124.20	15.12	375.80	24.84
101-257-900	PRINTING & PUBLICATIONS	955.71	1,000.00	1,000.00	294.00	172.75	706.00	29.40
101-257-927	ALLOCATE TO DEPARTMENTS	0.00	(36,828.00)	(36,828.00)	(17,426.00)	0.00	(19,402.00)	47.32
101-257-957	TRAINING & DEVELOPMENT	0.00	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
Total Dept 257-ASSESSING		131,469.65	108,018.00	108,318.00	57,555.29	9,827.65	50,762.71	53.14
Dept 265-HALL AND GROUNDS								
101-265-710	JANITORIAL SALARIES	5,730.00	6,006.00	6,006.00	3,465.00	495.00	2,541.00	57.69
101-265-715	SOCIAL SECURITY	438.36	460.00	460.00	265.09	37.87	194.91	57.63
101-265-727	SUPPLIES	10,723.73	10,000.00	10,000.00	7,015.22	1,398.41	2,984.78	70.15
101-265-731	WORKERS COMP INSURANCE	2,108.00	2,740.00	2,740.00	2,637.00	0.00	103.00	96.24
101-265-816	GROUNDS/CLEANG/JANITORL SERVI	8,285.00	8,250.00	8,250.00	5,534.30	3,364.30	2,715.70	67.08
101-265-821	PSB MAINT & OPS ALLOCATION	37,850.00	44,990.00	44,990.00	14,543.34	0.00	30,446.66	32.33
101-265-850	COMMUNICATION	7,776.01	6,000.00	6,000.00	1,471.90	261.70	4,528.10	24.53
101-265-851	POSTAGE	4,745.61	5,500.00	5,500.00	1,522.12	218.01	3,977.88	27.67
101-265-910	INSURANCE & BONDS	24,488.00	25,042.00	25,042.00	0.00	0.00	25,042.00	0.00
101-265-920	UTILITIES	197.28	200.00	200.00	82.78	0.00	117.22	41.39
101-265-927	ALLOCATE TO DEPARTMENTS	0.00	(4,070.00)	(4,070.00)	(1,177.00)	0.00	(2,893.00)	28.92
101-265-930	REPAIRS & MAINTENANCE	25,201.69	20,000.00	20,000.00	15,968.20	459.80	4,031.80	79.84
101-265-938	CHARGEBACKS - PRIOR TAX YEARS	666.28	2,500.00	2,500.00	469.76	0.00	2,030.24	18.79
101-265-940	RENTAL EQUIPMENT	3,905.86	4,585.00	4,585.00	3,084.88	669.72	1,500.12	67.28
101-265-956	MISCELLANEOUS	41.50	300.00	300.00	0.00	0.00	300.00	0.00
Total Dept 265-HALL AND GROUNDS		132,157.32	132,503.00	132,503.00	54,882.59	6,904.81	77,620.41	41.42
Dept 270-LEGAL/PROFESSIONAL								
101-270-800	OTHER PROFESSIONAL FEES	0.00	500.00	500.00	0.00	0.00	500.00	0.00
101-270-802	AUDIT FEES	6,300.00	6,300.00	6,300.00	6,300.00	0.00	0.00	100.00
101-270-803	LEGAL	96,091.06	96,000.00	96,000.00	52,851.34	11,530.83	43,148.66	55.05
101-270-806	ENGINEER	9,582.50	10,000.00	24,400.00	24,335.37	1,105.50	64.63	99.74
101-270-927	ALLOCATE TO DEPARTMENTS	(45,600.00)	(45,600.00)	(45,600.00)	(26,600.00)	(3,800.00)	(19,000.00)	58.33
Total Dept 270-LEGAL/PROFESSIONAL		66,373.56	67,200.00	81,600.00	56,886.71	8,836.33	24,713.29	69.71
Dept 336-CONTRIBUTIONS								
101-336-933	CONTRIBUTION - INDEPENDENCE D	2,500.00	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
101-336-964	CONTRIBUTION-FIRE & MED RES	25,000.00	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00
Total Dept 336-CONTRIBUTIONS		27,500.00	27,500.00	27,500.00	0.00	0.00	27,500.00	0.00
Dept 412-PLANNING/ZONING DEPT								
101-412-707	ZBA SALARIES	2,700.00	3,000.00	3,000.00	1,400.00	0.00	1,600.00	46.67
101-412-715	SOCIAL SECURITY	1,193.40	1,148.00	1,148.00	589.05	53.55	558.95	51.31
101-412-723	RECORD SEC	4,925.00	6,720.00	6,720.00	3,275.00	1,715.00	3,445.00	48.74

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17		YTD BALANCE 01/31/2017	ACTIVITY FOR MONTH 01/31/17	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	2016-17 AMENDED BUDGET				
Fund 101 - GENERAL FUND								
Expenditures								
101-412-726	PLANN COMM	13,300.00	12,000.00	12,000.00	6,300.00	700.00	5,700.00	52.50
101-412-727	SUPPLIES	64.94	200.00	200.00	0.00	0.00	200.00	0.00
101-412-800	OTHER PROFESSIONAL FEES	0.00	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-412-801	PLANNER FEES	50,443.10	40,000.00	40,000.00	19,875.50	2,763.00	20,124.50	49.69
101-412-809	CODE ENFORCEMENT	14,043.30	10,400.00	10,400.00	3,575.00	0.00	6,825.00	34.38
101-412-823	ZONING ADMINISTRATION	2,778.75	15,000.00	15,000.00	5,370.00	1,095.00	9,630.00	35.80
101-412-851	POSTAGE	110.87	250.00	250.00	119.42	50.18	130.58	47.77
101-412-860	FUEL & MILEAGE	517.32	600.00	600.00	208.84	15.12	391.16	34.81
101-412-900	PRINTING & PUBLICATIONS	2,654.61	1,800.00	1,800.00	1,466.75	0.00	333.25	81.49
101-412-927	ALLOCATE TO DEPARTMENTS	5,530.00	29,101.00	29,101.00	11,128.00	0.00	17,973.00	38.24
101-412-957	TRAINING & DEVELOPMENT	164.00	1,500.00	1,500.00	650.00	0.00	850.00	43.33
Total Dept 412-PLANNING/ZONING DEPT		98,425.29	126,719.00	126,719.00	53,957.56	6,391.85	72,761.44	42.58
Dept 448-STREET LIGHTS								
101-448-920	UTILITIES	35,419.01	35,520.00	35,520.00	16,049.42	0.00	19,470.58	45.18
Total Dept 448-STREET LIGHTS		35,419.01	35,520.00	35,520.00	16,049.42	0.00	19,470.58	45.18
Dept 449-ROAD WORK								
101-449-813	ROADWORK	24,772.10	30,000.00	30,000.00	28,460.25	0.00	1,539.75	94.87
101-449-814	ROAD IMPROVEMENTS	103,635.06	116,000.00	116,000.00	93,611.55	20,233.72	22,388.45	80.70
101-449-929	GRANT EXPENSE	3,747.68	0.00	0.00	1,900.00	0.00	(1,900.00)	100.00
Total Dept 449-ROAD WORK		132,154.84	146,000.00	146,000.00	123,971.80	20,233.72	22,028.20	84.91
Dept 523-SOLID WASTE MANAGEMENT								
101-523-880	MAY/OCT CLEAN UP PROGRAM	4,000.00	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 523-SOLID WASTE MANAGEMENT		4,000.00	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
Dept 666-COMMUNITY CENTER								
101-666-701	SALARIES	40,461.52	43,385.00	43,385.00	26,603.20	3,337.60	16,781.80	61.32
101-666-702	SALARIES	4,916.78	4,830.00	4,830.00	1,253.44	0.00	3,576.56	25.95
101-666-710	JANITORIAL SALARIES	2,480.00	4,160.00	4,160.00	2,400.00	320.00	1,760.00	57.69
101-666-715	SOCIAL SECURITY	3,570.90	4,010.00	4,010.00	2,247.33	271.39	1,762.67	56.04
101-666-716	HOSPITALIZATION	8,429.60	9,515.00	9,515.00	5,636.67	629.93	3,878.33	59.24
101-666-717	LIFE/DISB. INSURANCE	524.16	550.00	550.00	349.44	43.68	200.56	63.53
101-666-718	PENSION	4,046.17	4,339.00	4,339.00	2,660.32	333.76	1,678.68	61.31
101-666-727	SUPPLIES	1,945.13	2,800.00	2,800.00	1,030.03	285.23	1,769.97	36.79
101-666-731	WORKERS COMP INSURANCE	348.00	535.00	535.00	511.00	0.00	24.00	95.51
101-666-807	MEMBERSHIP DUES	255.00	250.00	250.00	110.00	110.00	140.00	44.00
101-666-812	CC TRIPS	5,739.22	8,500.00	8,500.00	2,743.68	0.00	5,756.32	32.28
101-666-815	CC PROGRAMS	12,411.37	15,500.00	15,500.00	6,182.59	929.58	9,317.41	39.89
101-666-816	GROUNDS/CLEANG/JANITORL SERVI	3,190.00	3,425.00	3,425.00	1,112.00	459.28	2,313.00	32.47
101-666-822	SENIOR NUTRITION	1,627.86	2,000.00	2,000.00	1,344.22	139.96	655.78	67.21
101-666-836	COMMUNITY EXPENSE	0.00	1,200.00	1,200.00	777.43	0.00	422.57	64.79
101-666-850	COMMUNICATION	2,027.04	2,220.00	2,220.00	1,386.79	220.97	833.21	62.47
101-666-851	POSTAGE	586.21	1,010.00	1,010.00	398.44	47.00	611.56	39.45
101-666-860	FUEL & MILEAGE	0.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-666-900	PRINTING & PUBLICATIONS	1,200.00	1,300.00	1,300.00	630.00	225.00	670.00	48.46
101-666-910	INSURANCE & BONDS	997.00	1,020.00	1,020.00	0.00	0.00	1,020.00	0.00

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP
 PERIOD ENDING 01/31/2017
 % Fiscal Year Completed: 58.90

GL NUMBER	DESCRIPTION	END BALANCE	2016-17 ORIGINAL	2016-17	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD
		06/30/2016	BUDGET	AMENDED BUDGET	01/31/2017	MONTH 01/31/17	BALANCE	USED
Fund 101 - GENERAL FUND								
Expenditures								
101-666-920	UTILITIES	2,648.19	3,036.00	3,036.00	1,367.75	194.94	1,668.25	45.05
101-666-930	REPAIRS & MAINTENANCE	2,743.58	4,500.00	4,500.00	1,507.99	647.36	2,992.01	33.51
101-666-970	EQUIPMENT	62.33	250.00	250.00	0.00	0.00	250.00	0.00
Total Dept 666-COMMUNITY CENTER		100,210.06	119,335.00	119,335.00	60,252.32	8,195.68	59,082.68	50.49
Dept 753-RECREATION BOARD								
101-753-727	SUPPLIES	0.00	10,000.00	10,000.00	1,502.71	0.00	8,497.29	15.03
Total Dept 753-RECREATION BOARD		0.00	10,000.00	10,000.00	1,502.71	0.00	8,497.29	15.03
Dept 757-PARKS								
101-757-801	PLANNER FEES	0.00	0.00	16,500.00	3,639.60	1,936.08	12,860.40	22.06
Total Dept 757-PARKS		0.00	0.00	16,500.00	3,639.60	1,936.08	12,860.40	22.06
Dept 850-TOWNSHIP CONTINGENCY								
101-850-905	CONTINGENCY FUNDS	(17.70)	5,000.00	5,000.00	3,041.03	0.00	1,958.97	60.82
Total Dept 850-TOWNSHIP CONTINGENCY		(17.70)	5,000.00	5,000.00	3,041.03	0.00	1,958.97	60.82
Dept 900-CAPITAL OUTLAY								
101-900-972	COMPUTER	15,544.52	4,000.00	4,000.00	1,332.36	45.36	2,667.64	33.31
101-900-975	CONSTRUCTION	52,096.00	0.00	0.00	0.00	0.00	0.00	0.00
101-900-978	LAND ACQUISITION	865.00	4,500.00	341,440.00	340,519.37	0.00	920.63	99.73
Total Dept 900-CAPITAL OUTLAY		68,505.52	8,500.00	345,440.00	341,851.73	45.36	3,588.27	98.96
Dept 905-DEBT SERVICE								
101-905-985	PSB SHARE OF BOND PMT	87,821.98	84,696.00	84,696.00	6,464.88	0.00	78,231.12	7.63
Total Dept 905-DEBT SERVICE		87,821.98	84,696.00	84,696.00	6,464.88	0.00	78,231.12	7.63
Dept 999								
101-999-999	TRANSFER OUT	0.00	0.00	250,000.00	250,000.00	0.00	0.00	100.00
Total Dept 999		0.00	0.00	250,000.00	250,000.00	0.00	0.00	100.00
TOTAL EXPENDITURES		1,245,164.57	1,276,405.00	1,902,123.00	1,310,391.53	111,800.89	591,731.47	68.89
Fund 101 - GENERAL FUND:								
TOTAL REVENUES		1,298,500.56	1,277,475.00	1,289,475.00	548,741.75	194,409.00	740,733.25	42.56
TOTAL EXPENDITURES		1,245,164.57	1,276,405.00	1,902,123.00	1,310,391.53	111,800.89	591,731.47	68.89
NET OF REVENUES & EXPENDITURES		53,335.99	1,070.00	(612,648.00)	(761,649.78)	82,608.11	149,001.78	124.32
BEG. FUND BALANCE		1,550,162.66	1,603,498.65	1,603,498.65	1,603,498.65			
END FUND BALANCE		1,603,498.65	1,604,568.65	990,850.65	841,848.87			

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

PERIOD ENDING 01/31/2017

% Fiscal Year Completed: 58.90

GL NUMBER	DESCRIPTION	END BALANCE	2016-17		YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		06/30/2016	ORIGINAL BUDGET	2016-17 AMENDED BUDGET	01/31/2017	MONTH 01/31/17	BALANCE	USED

PERIOD ENDING 01/31/2017
% Fiscal Year Completed: 58.90

GL NUMBER	DESCRIPTION	2016-17			YTD BALANCE 01/31/2017	ACTIVITY FOR MONTH 01/31/17	AVAILABLE BALANCE	% BDGT USED
		END BALANCE 06/30/2016	ORIGINAL BUDGET	2016-17 AMENDED BUDGET				
Fund 207 - LAW ENFORCEMENT FUND								
Revenues								
Dept 000								
207-000-402	CURRENT PROPERTY TAX	1,415,162.03	1,483,156.00	1,483,156.00	722,155.38	295,211.17	761,000.62	48.69
207-000-445	PENALTY & INTEREST ON TAXES	491.13	500.00	500.00	141.95	0.00	358.05	28.39
207-000-570	LIQUOR LICENSE & PERMITS	3,165.25	3,000.00	3,000.00	3,221.35	0.00	(221.35)	107.38
207-000-626	COPY & FOIA INCOME	1,561.71	1,600.00	1,600.00	647.30	128.30	952.70	40.46
207-000-635	EMERGENCY COST RECOVERY	0.00	0.00	0.00	837.00	173.25	(837.00)	100.00
207-000-656	FINES & COURT FEES	19,740.31	30,000.00	30,000.00	8,491.38	3,152.35	21,508.62	28.30
207-000-658	IMPOUND FEES	2,320.00	2,500.00	2,500.00	2,000.00	360.00	500.00	80.00
207-000-664	FEES PAID FOR OFFICER WAGES	6,160.24	6,650.00	6,650.00	3,909.15	0.00	2,740.85	58.78
207-000-671	REIMBURSEMENT/OTHER INCOME	4,516.20	3,000.00	3,000.00	3,156.31	90.00	(156.31)	105.21
207-000-673	SALE OF FIXED ASSET	15,658.00	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
207-000-681	OT REIMBURSEMENT	17,734.49	17,000.00	17,000.00	9,484.59	3,061.67	7,515.41	55.79
Total Dept 000		1,486,509.36	1,562,406.00	1,562,406.00	754,044.41	302,176.74	808,361.59	48.26
Dept 336-CONTRIBUTIONS								
207-336-588	CONTRIBUTION OTHER FUND(S)	35,000.00	35,000.00	35,000.00	0.00	0.00	35,000.00	0.00
207-336-683	CONTRIBUTION - INDEPENDENCE D	1,500.00	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
Total Dept 336-CONTRIBUTIONS		36,500.00	36,500.00	36,500.00	0.00	0.00	36,500.00	0.00
TOTAL REVENUES		1,523,009.36	1,598,906.00	1,598,906.00	754,044.41	302,176.74	844,861.59	47.16
Expenditures								
Dept 226-PERSONNEL								
207-226-701	SALARIES	182,393.11	202,947.00	202,947.00	106,644.22	15,935.21	96,302.78	52.55
207-226-702	SALARIES	399,016.68	406,384.00	406,384.00	266,615.18	33,562.71	139,768.82	65.61
207-226-704	CLERICAL/DEP /SUPER/ELECTION	72,809.50	71,508.00	71,508.00	40,475.16	5,176.80	31,032.84	56.60
207-226-708	SALARIES-PART TIME	30,134.82	50,000.00	50,000.00	26,604.83	4,519.23	23,395.17	53.21
207-226-710	JANITORIAL SALARIES	8,725.00	8,840.00	8,840.00	5,270.00	765.00	3,570.00	59.62
207-226-711	SALARIES-OVERTIME	44,770.52	50,000.00	50,000.00	34,301.49	4,395.50	15,698.51	68.60
207-226-714	HOLIDAY	35,063.75	36,306.00	36,306.00	36,305.94	0.00	0.06	100.00
207-226-715	SOCIAL SECURITY	60,767.46	64,121.00	64,121.00	41,448.99	4,897.52	22,672.01	64.64
207-226-716	HOSPITALIZATION	144,255.72	158,000.00	158,000.00	78,130.87	7,252.85	79,869.13	49.45
207-226-717	LIFE/DISB. INSURANCE	7,646.04	8,028.00	8,028.00	5,218.96	652.37	2,809.04	65.01
207-226-718	PENSION	61,936.94	65,104.00	65,104.00	38,983.56	5,007.52	26,120.44	59.88
207-226-719	EMPLOYEE FRINGE-LONGEVITY	5,700.00	6,000.00	6,000.00	6,000.00	0.00	0.00	100.00
207-226-721	UNEMPLOYMENT BENEFITS	78.42	0.00	0.00	0.00	0.00	0.00	0.00
207-226-730	MEDICAL TESTING	307.00	500.00	500.00	0.00	0.00	500.00	0.00
207-226-731	WORKERS COMP INSURANCE	16,470.00	25,225.00	25,225.00	24,249.00	0.00	976.00	96.13
207-226-741	UNIFORMS/GEAR & ALLOWANCE	5,900.00	6,200.00	6,200.00	5,900.00	0.00	300.00	95.16
207-226-927	ALLOCATE TO DEPARTMENTS	59,072.00	61,870.00	64,016.00	33,461.00	0.00	30,555.00	52.27
207-226-957	TRAINING & DEVELOPMENT	0.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 226-PERSONNEL		1,135,046.96	1,222,033.00	1,224,179.00	749,609.20	82,164.71	474,569.80	61.23
Dept 265-HALL AND GROUNDS								
207-265-821	PSB MAINT & OPS ALLOCATION	37,848.00	45,000.00	45,000.00	14,450.33	0.00	30,549.67	32.11
Total Dept 265-HALL AND GROUNDS		37,848.00	45,000.00	45,000.00	14,450.33	0.00	30,549.67	32.11
Dept 270-LEGAL/PROFESSIONAL								

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17		YTD BALANCE 01/31/2017	ACTIVITY FOR MONTH 01/31/17	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	2016-17 AMENDED BUDGET				
Fund 207 - LAW ENFORCEMENT FUND								
Expenditures								
207-270-722	CONTROLLER	7,007.39	7,203.00	7,203.00	3,773.01	0.00	3,429.99	52.38
207-270-802	AUDIT FEES	2,250.00	2,250.00	2,250.00	2,250.00	0.00	0.00	100.00
207-270-803	LEGAL	40,600.00	40,000.00	40,000.00	23,100.00	3,300.00	16,900.00	57.75
Total Dept 270-LEGAL/PROFESSIONAL		49,857.39	49,453.00	49,453.00	29,123.01	3,300.00	20,329.99	58.89
Dept 301-OPERATING COSTS								
207-301-727	SUPPLIES	4,731.84	5,000.00	5,000.00	4,207.30	580.10	792.70	84.15
207-301-807	MEMBERSHIP DUES	745.00	1,000.00	1,000.00	400.00	0.00	600.00	40.00
207-301-818	CONTRACTUAL SERVICES	18,272.91	18,000.00	18,000.00	2,661.50	0.00	15,338.50	14.79
207-301-820	DISPATCH SERVICES	63,346.92	68,000.00	68,000.00	31,673.46	0.00	36,326.54	46.58
207-301-850	COMMUNICATION	14,390.01	20,000.00	20,000.00	6,121.11	671.52	13,878.89	30.61
207-301-851	POSTAGE	206.48	250.00	250.00	73.84	27.43	176.16	29.54
207-301-900	PRINTING & PUBLICATIONS	460.52	500.00	500.00	50.00	0.00	450.00	10.00
207-301-910	INSURANCE & BONDS	28,267.00	28,870.00	28,870.00	0.00	0.00	28,870.00	0.00
207-301-930	REPAIRS & MAINTENANCE	1,976.95	4,000.00	4,000.00	1,210.53	0.00	2,789.47	30.26
207-301-932	RADIO REPAIR	880.00	1,100.00	1,100.00	0.00	0.00	1,100.00	0.00
207-301-938	CHARGEBACKS - PRIOR TAX YEARS	2,043.13	0.00	0.00	832.43	0.00	(832.43)	100.00
207-301-940	RENTAL EQUIPMENT	1,378.92	3,000.00	3,000.00	1,140.26	565.71	1,859.74	38.01
Total Dept 301-OPERATING COSTS		136,699.68	149,720.00	149,720.00	48,370.43	1,844.76	101,349.57	32.31
Dept 333-TRANSPORTATION								
207-333-860	FUEL & MILEAGE	17,347.27	16,000.00	16,000.00	11,032.60	1,275.60	4,967.40	68.95
207-333-930	REPAIRS & MAINTENANCE	13,793.35	11,000.00	11,000.00	4,238.14	807.70	6,761.86	38.53
Total Dept 333-TRANSPORTATION		31,140.62	27,000.00	27,000.00	15,270.74	2,083.30	11,729.26	56.56
Dept 905-DEBT SERVICE								
207-905-985	PSB SHARE OF BOND PMT	87,821.98	84,696.00	84,696.00	6,464.88	0.00	78,231.12	7.63
Total Dept 905-DEBT SERVICE		87,821.98	84,696.00	84,696.00	6,464.88	0.00	78,231.12	7.63
TOTAL EXPENDITURES		1,478,414.63	1,577,902.00	1,580,048.00	863,288.59	89,392.77	716,759.41	54.64
Fund 207 - LAW ENFORCEMENT FUND:								
TOTAL REVENUES		1,523,009.36	1,598,906.00	1,598,906.00	754,044.41	302,176.74	844,861.59	47.16
TOTAL EXPENDITURES		1,478,414.63	1,577,902.00	1,580,048.00	863,288.59	89,392.77	716,759.41	54.64
NET OF REVENUES & EXPENDITURES		44,594.73	21,004.00	18,858.00	(109,244.18)	212,783.97	128,102.18	579.30
BEG. FUND BALANCE		455,531.14	500,125.87	500,125.87	500,125.87			
END FUND BALANCE		500,125.87	521,129.87	518,983.87	390,881.69			

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17		YTD BALANCE 01/31/2017	ACTIVITY FOR	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	2016-17 AMENDED BUDGET		MONTH 01/31/17		
Fund 216 - MEDICAL RESCUE FUND								
Revenues								
Dept 000								
216-000-402	CURRENT PROPERTY TAX	632,873.80	634,062.00	634,062.00	308,722.00	126,203.16	325,340.00	48.69
216-000-445	PENALTY & INTEREST ON TAXES	219.54	200.00	200.00	63.40	0.00	136.60	31.70
216-000-482	HOUSE NUMBERS	240.00	300.00	300.00	360.00	40.00	(60.00)	120.00
216-000-588	CONTRIBUTION OTHER FUND(S)	25,000.00	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00
216-000-626	COPY & FOIA INCOME	31.00	50.00	50.00	29.00	24.00	21.00	58.00
216-000-635	EMERGENCY COST RECOVERY	16,190.48	10,000.00	10,000.00	9,053.81	230.92	946.19	90.54
216-000-639	DRIVEWAY INSPECTIONS	680.00	600.00	600.00	350.00	0.00	250.00	58.33
216-000-671	REIMBURSEMENT/OTHER INCOME	7,295.76	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
216-000-673	SALE OF FIXED ASSET	409.11	52,000.00	52,000.00	0.00	0.00	52,000.00	0.00
216-000-675	CONTRIBUTION-PRIVATE SOURCES	0.00	0.00	0.00	200.00	0.00	(200.00)	100.00
Total Dept 000		682,939.69	724,212.00	724,212.00	318,778.21	126,498.08	405,433.79	44.02
Dept 336-CONTRIBUTIONS								
216-336-683	CONTRIBUTION - INDEPENDENCE D	1,000.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 336-CONTRIBUTIONS		1,000.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Dept 960								
216-960-935	TRANSFER IN	0.00	0.00	250,000.00	250,000.00	0.00	0.00	100.00
Total Dept 960		0.00	0.00	250,000.00	250,000.00	0.00	0.00	100.00
TOTAL REVENUES		683,939.69	725,212.00	975,212.00	568,778.21	126,498.08	406,433.79	58.32
Expenditures								
Dept 226-PERSONNEL								
216-226-701	SALARIES	79,309.88	81,700.00	85,310.00	52,036.86	6,562.30	33,273.14	61.00
216-226-702	SALARIES	128,291.02	160,000.00	160,000.00	86,600.52	10,845.00	73,399.48	54.13
216-226-705	ADMINISTRATIVE ASSISTANT	3,998.45	8,000.00	8,000.00	1,351.33	232.99	6,648.67	16.89
216-226-708	SALARIES-PART TIME	38,734.77	60,000.00	60,000.00	31,466.91	4,978.80	28,533.09	52.44
216-226-712	SALARIES - OFFICERS	8,500.00	12,000.00	12,000.00	7,175.00	5,175.00	4,825.00	59.79
216-226-715	SOCIAL SECURITY	20,262.02	25,530.00	25,806.00	13,957.53	2,146.26	11,848.47	54.09
216-226-716	HOSPITALIZATION	23,991.48	26,720.00	26,720.00	14,866.57	1,638.19	11,853.43	55.64
216-226-717	LIFE/DISB. INSURANCE	844.92	945.00	945.00	563.28	70.41	381.72	59.61
216-226-718	PENSION	7,931.00	8,170.00	8,531.00	5,203.48	656.20	3,327.52	60.99
216-226-730	MEDICAL TESTING	949.00	3,500.00	3,500.00	227.00	227.00	3,273.00	6.49
216-226-731	WORKERS COMP INSURANCE	10,574.00	16,149.00	16,149.00	15,526.00	0.00	623.00	96.14
216-226-927	ALLOCATE TO DEPARTMENTS	(59,072.00)	(61,870.00)	(64,016.00)	(33,461.00)	0.00	(30,555.00)	52.27
216-226-957	TRAINING & DEVELOPMENT	9,202.22	12,000.00	12,000.00	2,766.33	150.00	9,233.67	23.05
216-226-958	TRAINING WAGES	8,053.88	12,000.00	12,000.00	5,436.00	477.00	6,564.00	45.30
Total Dept 226-PERSONNEL		281,570.64	364,844.00	366,945.00	203,715.81	33,159.15	163,229.19	55.52
Dept 265-HALL AND GROUNDS								
216-265-816	GROUNDS/CLEANG/JANITORL SERVI	1,140.00	2,000.00	2,000.00	502.24	502.24	1,497.76	25.11
216-265-821	PSB MAINT & OPS ALLOCATION	37,848.00	45,000.00	45,000.00	14,450.33	0.00	30,549.67	32.11
Total Dept 265-HALL AND GROUNDS		38,988.00	47,000.00	47,000.00	14,952.57	502.24	32,047.43	31.81

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			ORIGINAL BUDGET	2016-17 AMENDED BUDGET				
Fund 216 - MEDICAL RESCUE FUND								
Expenditures								
Dept 270-LEGAL/PROFESSIONAL								
216-270-722	CONTROLLER	7,007.29	7,203.00	7,203.00	3,773.01	0.00	3,429.99	52.38
216-270-802	AUDIT FEES	2,250.00	2,250.00	2,250.00	2,250.00	0.00	0.00	100.00
216-270-803	LEGAL	0.00	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 270-LEGAL/PROFESSIONAL		9,257.29	11,453.00	11,453.00	6,023.01	0.00	5,429.99	52.59
Dept 301-OPERATING COSTS								
216-301-727	SUPPLIES	8,682.27	8,000.00	8,000.00	4,341.33	1,398.59	3,658.67	54.27
216-301-741	UNIFORMS/GEAR & ALLOWANCE	7,839.97	10,000.00	10,000.00	829.42	0.00	9,170.58	8.29
216-301-807	MEMBERSHIP DUES	1,430.00	1,500.00	1,500.00	655.00	0.00	845.00	43.67
216-301-818	CONTRACTUAL SERVICES	1,505.02	1,000.00	1,000.00	764.05	19.79	235.95	76.41
216-301-820	DISPATCH SERVICES	11,792.76	13,000.00	13,000.00	7,015.19	1,002.17	5,984.81	53.96
216-301-850	COMMUNICATION	5,745.90	8,000.00	8,000.00	3,967.91	844.49	4,032.09	49.60
216-301-851	POSTAGE	36.55	50.00	50.00	0.00	0.00	50.00	0.00
216-301-900	PRINTING & PUBLICATIONS	0.00	200.00	200.00	0.00	0.00	200.00	0.00
216-301-910	INSURANCE & BONDS	38,928.00	39,712.00	39,712.00	0.00	0.00	39,712.00	0.00
216-301-920	UTILITIES	7,317.81	10,000.00	10,000.00	4,467.55	123.66	5,532.45	44.68
216-301-930	REPAIRS & MAINTENANCE	4,219.01	5,000.00	5,000.00	2,721.79	12.54	2,278.21	54.44
216-301-932	RADIO REPAIR	2,600.00	2,500.00	2,500.00	141.00	0.00	2,359.00	5.64
216-301-938	CHARGEBACKS - PRIOR TAX YEARS	913.57	0.00	0.00	372.28	0.00	(372.28)	100.00
216-301-972	COMPUTER	3,303.56	3,000.00	3,000.00	2,553.82	642.04	446.18	85.13
Total Dept 301-OPERATING COSTS		94,314.42	101,962.00	101,962.00	27,829.34	4,043.28	74,132.66	27.29
Dept 333-TRANSPORTATION								
216-333-860	FUEL & MILEAGE	7,185.36	10,000.00	10,000.00	3,673.16	636.54	6,326.84	36.73
216-333-930	REPAIRS & MAINTENANCE	24,213.20	30,000.00	30,000.00	5,794.31	40.00	24,205.69	19.31
Total Dept 333-TRANSPORTATION		31,398.56	40,000.00	40,000.00	9,467.47	676.54	30,532.53	23.67
Dept 900-CAPITAL OUTLAY								
216-900-970	EQUIPMENT	5,908.24	10,000.00	260,000.00	938.61	0.00	259,061.39	0.36
216-900-974	VEHICLE	0.00	65,000.00	65,000.00	60,691.40	60,691.40	4,308.60	93.37
Total Dept 900-CAPITAL OUTLAY		5,908.24	75,000.00	325,000.00	61,630.01	60,691.40	263,369.99	18.96
Dept 905-DEBT SERVICE								
216-905-985	PSB SHARE OF BOND PMT	87,821.97	84,696.00	84,696.00	6,464.87	0.00	78,231.13	7.63
216-905-991	DEBT SERVICE - PRINCIPAL	45,898.54	0.00	0.00	0.00	0.00	0.00	0.00
216-905-995	DEBT SERVICE - INTEREST	2,226.11	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 905-DEBT SERVICE		135,946.62	84,696.00	84,696.00	6,464.87	0.00	78,231.13	7.63
TOTAL EXPENDITURES		597,383.77	724,955.00	977,056.00	330,083.08	99,072.61	646,972.92	33.78
Fund 216 - MEDICAL RESCUE FUND:								
TOTAL REVENUES		683,939.69	725,212.00	975,212.00	568,778.21	126,498.08	406,433.79	58.32

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			ORIGINAL BUDGET	2016-17 AMENDED BUDGET				
Fund 216 - MEDICAL RESCUE FUND								
TOTAL EXPENDITURES		597,383.77	724,955.00	977,056.00	330,083.08	99,072.61	646,972.92	33.78
NET OF REVENUES & EXPENDITURES		86,555.92	257.00	(1,844.00)	238,695.13	27,425.47	(240,539.13)	12,944.4
BEG. FUND BALANCE		449,205.88	535,761.80	535,761.80	535,761.80			
END FUND BALANCE		535,761.80	536,018.80	533,917.80	774,456.93			

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			ORIGINAL BUDGET	2016-17 AMENDED BUDGET				
Fund 230 - DONATION FUND								
Revenues								
Dept 000								
230-000-690	DONATION - DOG PARK	0.00	500.00	500.00	0.00	0.00	500.00	0.00
Total Dept 000		0.00	500.00	500.00	0.00	0.00	500.00	0.00
TOTAL REVENUES		0.00	500.00	500.00	0.00	0.00	500.00	0.00
Expenditures								
Dept 301-OPERATING COSTS								
230-301-903	KIWANIS	1,400.00	0.00	0.00	0.00	0.00	0.00	0.00
230-301-904	EVENTS/COMMUNITY PROJECTS	1,874.56	0.00	0.00	(474.56)	0.00	474.56	100.00
230-301-905	BARK PARK	1,537.12	500.00	500.00	162.14	24.62	337.86	32.43
Total Dept 301-OPERATING COSTS		4,811.68	500.00	500.00	(312.42)	24.62	812.42	(62.48)
TOTAL EXPENDITURES		4,811.68	500.00	500.00	(312.42)	24.62	812.42	(62.48)
Fund 230 - DONATION FUND:								
TOTAL REVENUES		0.00	500.00	500.00	0.00	0.00	500.00	0.00
TOTAL EXPENDITURES		4,811.68	500.00	500.00	(312.42)	24.62	812.42	62.48
NET OF REVENUES & EXPENDITURES		(4,811.68)	0.00	0.00	312.42	(24.62)	(312.42)	100.00
BEG. FUND BALANCE		5,162.75	351.07	351.07	351.07			
END FUND BALANCE		351.07	351.07	351.07	663.49			

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			ORIGINAL BUDGET	2016-17 AMENDED BUDGET				
Fund 248 - DOWNTOWN DEVELOPMENT AUTH								
Expenditures								
Dept 301-OPERATING COSTS								
248-301-800	OTHER PROFESSIONAL FEES	0.00	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
248-301-816	GROUNDS/CLEANG/JANITORL SERVI	0.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 301-OPERATING COSTS		0.00	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00
Dept 449-ROAD WORK								
248-449-814	ROAD IMPROVEMENTS	0.00	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
Total Dept 449-ROAD WORK		0.00	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
Dept 900-CAPITAL OUTLAY								
248-900-925	STREETSCAPING	241.64	5,000.00	5,000.00	2,850.00	0.00	2,150.00	57.00
Total Dept 900-CAPITAL OUTLAY		241.64	5,000.00	5,000.00	2,850.00	0.00	2,150.00	57.00
TOTAL EXPENDITURES		241.64	31,000.00	31,000.00	2,850.00	0.00	28,150.00	9.19
Fund 248 - DOWNTOWN DEVELOPMENT AUTH:								
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		241.64	31,000.00	31,000.00	2,850.00	0.00	28,150.00	9.19
NET OF REVENUES & EXPENDITURES		(241.64)	(31,000.00)	(31,000.00)	(2,850.00)	0.00	(28,150.00)	9.19
BEG. FUND BALANCE		65,965.25	65,723.61	65,723.61	65,723.61			
END FUND BALANCE		65,723.61	34,723.61	34,723.61	62,873.61			

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			ORIGINAL BUDGET	2016-17 AMENDED BUDGET				
Fund 265 - NARCOTICS FUND								
Revenues								
Dept 000								
265-000-661	FORFEITURES	92,543.00	58,000.00	58,000.00	350.00	0.00	57,650.00	0.60
Total Dept 000		92,543.00	58,000.00	58,000.00	350.00	0.00	57,650.00	0.60
TOTAL REVENUES		92,543.00	58,000.00	58,000.00	350.00	0.00	57,650.00	0.60
Expenditures								
Dept 301-OPERATING COSTS								
265-301-727	SUPPLIES	2,819.48	4,000.00	4,000.00	960.67	642.04	3,039.33	24.02
265-301-899	FORFEITURE SHARING	88,017.32	30,000.00	30,000.00	7,965.00	0.00	22,035.00	26.55
265-301-956	MISCELLANEOUS	1,115.82	5,000.00	5,000.00	2,229.33	0.00	2,770.67	44.59
265-301-972	COMPUTER	5,187.00	8,000.00	8,000.00	2,053.12	0.00	5,946.88	25.66
Total Dept 301-OPERATING COSTS		97,139.62	47,000.00	47,000.00	13,208.12	642.04	33,791.88	28.10
Dept 900-CAPITAL OUTLAY								
265-900-970	EQUIPMENT	1,103.67	9,000.00	9,000.00	858.00	0.00	8,142.00	9.53
Total Dept 900-CAPITAL OUTLAY		1,103.67	9,000.00	9,000.00	858.00	0.00	8,142.00	9.53
TOTAL EXPENDITURES		98,243.29	56,000.00	56,000.00	14,066.12	642.04	41,933.88	25.12
Fund 265 - NARCOTICS FUND:								
TOTAL REVENUES		92,543.00	58,000.00	58,000.00	350.00	0.00	57,650.00	0.60
TOTAL EXPENDITURES		98,243.29	56,000.00	56,000.00	14,066.12	642.04	41,933.88	25.12
NET OF REVENUES & EXPENDITURES		(5,700.29)	2,000.00	2,000.00	(13,716.12)	(642.04)	15,716.12	685.81
BEG. FUND BALANCE		99,844.43	94,144.14	94,144.14	94,144.14			
END FUND BALANCE		94,144.14	96,144.14	96,144.14	80,428.02			

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			ORIGINAL BUDGET	2016-17 AMENDED BUDGET				
Fund 266 - FEDERAL NARCOTICS FUND								
Revenues								
Dept 000								
266-000-661	FORFEITURES	104,627.74	100,000.00	100,000.00	45,690.47	0.00	54,309.53	45.69
Total Dept 000		104,627.74	100,000.00	100,000.00	45,690.47	0.00	54,309.53	45.69
TOTAL REVENUES		104,627.74	100,000.00	100,000.00	45,690.47	0.00	54,309.53	45.69
Expenditures								
Dept 301-OPERATING COSTS								
266-301-727	SUPPLIES	12,152.96	12,000.00	12,000.00	4,496.61	0.00	7,503.39	37.47
266-301-956	MISCELLANEOUS	6,636.25	12,000.00	12,000.00	2,783.19	0.00	9,216.81	23.19
Total Dept 301-OPERATING COSTS		18,789.21	24,000.00	24,000.00	7,279.80	0.00	16,720.20	30.33
Dept 336-CONTRIBUTIONS								
266-336-967	CONTRIBUTION-LAW ENFORCEMENT	35,000.00	35,000.00	35,000.00	0.00	0.00	35,000.00	0.00
Total Dept 336-CONTRIBUTIONS		35,000.00	35,000.00	35,000.00	0.00	0.00	35,000.00	0.00
Dept 900-CAPITAL OUTLAY								
266-900-970	EQUIPMENT	162,997.11	85,000.00	85,000.00	17,500.60	7,728.85	67,499.40	20.59
266-900-974	VEHICLE	0.00	125,000.00	125,000.00	26,748.00	0.00	98,252.00	21.40
Total Dept 900-CAPITAL OUTLAY		162,997.11	210,000.00	210,000.00	44,248.60	7,728.85	165,751.40	21.07
TOTAL EXPENDITURES		216,786.32	269,000.00	269,000.00	51,528.40	7,728.85	217,471.60	19.16
Fund 266 - FEDERAL NARCOTICS FUND:								
TOTAL REVENUES		104,627.74	100,000.00	100,000.00	45,690.47	0.00	54,309.53	45.69
TOTAL EXPENDITURES		216,786.32	269,000.00	269,000.00	51,528.40	7,728.85	217,471.60	19.16
NET OF REVENUES & EXPENDITURES		(112,158.58)	(169,000.00)	(169,000.00)	(5,837.93)	(7,728.85)	(163,162.07)	3.45
BEG. FUND BALANCE		359,912.13	247,753.55	247,753.55	247,753.55			
END FUND BALANCE		247,753.55	78,753.55	78,753.55	241,915.62			

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			ORIGINAL BUDGET	2016-17 AMENDED BUDGET				
Fund 287 - BUILDING DEPARTMENT FUND								
Revenues								
Dept 000								
287-000-481	SIGN PERMITS	180.00	0.00	0.00	0.00	0.00	0.00	0.00
287-000-484	BUILDING PLAN REVIEW FEES	5,317.82	6,960.00	6,960.00	4,028.00	250.00	2,932.00	57.87
287-000-485	BUILDING PERMIT FEES	45,800.15	37,870.00	37,870.00	57,324.00	1,818.00	(19,454.00)	151.37
287-000-486	CONTRACTOR'S REGISTRATION	2,550.00	2,500.00	2,500.00	1,395.00	240.00	1,105.00	55.80
287-000-488	TRADE PERMIT FEES	37,105.00	45,730.00	45,730.00	21,955.00	2,470.00	23,775.00	48.01
287-000-626	COPY & FOIA INCOME	0.00	0.00	0.00	60.31	8.70	(60.31)	100.00
287-000-671	REIMBURSEMENT/OTHER INCOME	55.94	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		91,008.91	93,060.00	93,060.00	84,762.31	4,786.70	8,297.69	91.08
TOTAL REVENUES		91,008.91	93,060.00	93,060.00	84,762.31	4,786.70	8,297.69	91.08
Expenditures								
Dept 226-PERSONNEL								
287-226-731	WORKERS COMP INSURANCE	0.00	500.00	500.00	480.00	0.00	20.00	96.00
287-226-927	ALLOCATE TO DEPARTMENTS	15,613.00	36,854.00	37,397.00	21,370.00	0.00	16,027.00	57.14
Total Dept 226-PERSONNEL		15,613.00	37,354.00	37,897.00	21,850.00	0.00	16,047.00	57.66
Dept 261-GOVERNMENT SHARED SERVICES								
287-261-725	BUILDING INSPECTIONS	41,550.98	17,163.00	17,163.00	12,092.66	0.00	5,070.34	70.46
287-261-737	PLAN REVIEW	0.00	5,800.00	5,800.00	0.00	0.00	5,800.00	0.00
287-261-738	MISC BUILDING ADMINISTRATION	0.00	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
Total Dept 261-GOVERNMENT SHARED SERVICES		41,550.98	25,963.00	25,963.00	12,092.66	0.00	13,870.34	46.58
Dept 270-LEGAL/PROFESSIONAL								
287-270-722	CONTROLLER	2,802.95	2,881.00	2,881.00	1,509.20	0.00	1,371.80	52.38
287-270-802	AUDIT FEES	900.00	900.00	900.00	900.00	0.00	0.00	100.00
287-270-823	ZONING ADMINISTRATION	810.00	0.00	0.00	300.00	0.00	(300.00)	100.00
Total Dept 270-LEGAL/PROFESSIONAL		4,512.95	3,781.00	3,781.00	2,709.20	0.00	1,071.80	71.65
Dept 301-OPERATING COSTS								
287-301-725	ELECTRIC, PLUMB & MECH INSPEC	8,595.00	23,994.00	23,994.00	10,980.00	1,980.00	13,014.00	45.76
287-301-727	SUPPLIES	1,215.57	500.00	500.00	41.71	0.00	458.29	8.34
287-301-818	CONTRACTUAL SERVICES	0.00	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00
287-301-850	COMMUNICATION	38.15	360.00	360.00	239.93	39.99	120.07	66.65
287-301-910	INSURANCE & BONDS	0.00	600.00	600.00	0.00	0.00	600.00	0.00
287-301-927	ALLOCATE TO DEPARTMENTS	0.00	4,070.00	4,070.00	1,177.00	0.00	2,893.00	28.92
Total Dept 301-OPERATING COSTS		9,848.72	59,524.00	59,524.00	12,438.64	2,019.99	47,085.36	20.90
TOTAL EXPENDITURES		71,525.65	126,622.00	127,165.00	49,090.50	2,019.99	78,074.50	38.60
Fund 287 - BUILDING DEPARTMENT FUND:								
TOTAL REVENUES		91,008.91	93,060.00	93,060.00	84,762.31	4,786.70	8,297.69	91.08

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			ORIGINAL BUDGET	2016-17 AMENDED BUDGET				
Fund 287 - BUILDING DEPARTMENT FUND								
TOTAL EXPENDITURES		71,525.65	126,622.00	127,165.00	49,090.50	2,019.99	78,074.50	38.60
NET OF REVENUES & EXPENDITURES		19,483.26	(33,562.00)	(34,105.00)	35,671.81	2,766.71	(69,776.81)	104.59
BEG. FUND BALANCE		79,862.25	99,345.51	99,345.51	99,345.51			
END FUND BALANCE		99,345.51	65,783.51	65,240.51	135,017.32			

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP
 PERIOD ENDING 01/31/2017
 % Fiscal Year Completed: 58.90

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17		YTD BALANCE 01/31/2017	ACTIVITY FOR MONTH 01/31/17	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	2016-17 AMENDED BUDGET				
Fund 369 - BLDG AUTH DEBT FUND								
Revenues								
Dept 000								
369-000-685	FUNDS XFER FOR 3.5 BOND PMT	263,465.93	254,087.00	254,087.00	19,394.63	0.00	234,692.37	7.63
Total Dept 000		263,465.93	254,087.00	254,087.00	19,394.63	0.00	234,692.37	7.63
TOTAL REVENUES		263,465.93	254,087.00	254,087.00	19,394.63	0.00	234,692.37	7.63
Expenditures								
Dept 905-DEBT SERVICE								
369-905-942	3 M BOND BLDG AUTH	219,518.00	215,297.00	215,297.00	0.00	0.00	215,297.00	0.00
369-905-987	INTEREST 3 M BOND	43,947.93	38,790.00	38,790.00	19,394.63	0.00	19,395.37	50.00
Total Dept 905-DEBT SERVICE		263,465.93	254,087.00	254,087.00	19,394.63	0.00	234,692.37	7.63
TOTAL EXPENDITURES		263,465.93	254,087.00	254,087.00	19,394.63	0.00	234,692.37	7.63
Fund 369 - BLDG AUTH DEBT FUND:								
TOTAL REVENUES		263,465.93	254,087.00	254,087.00	19,394.63	0.00	234,692.37	7.63
TOTAL EXPENDITURES		263,465.93	254,087.00	254,087.00	19,394.63	0.00	234,692.37	7.63
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00	0.00
BEG. FUND BALANCE								
END FUND BALANCE								

PERIOD ENDING 01/31/2017
 % Fiscal Year Completed: 58.90

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17		YTD BALANCE 01/31/2017	ACTIVITY FOR MONTH 01/31/17	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	2016-17 AMENDED BUDGET				
Fund 370 - PUBLIC SAFETY BLDG DEBT FD								
Revenues								
Dept 000								
370-000-402	CURRENT PROPERTY TAX	274,941.99	265,135.00	265,135.00	129,088.31	52,770.41	136,046.69	48.69
370-000-445	PENALTY & INTEREST ON TAXES	101.00	0.00	0.00	29.80	0.00	(29.80)	100.00
370-000-588	CONTRIBUTION OTHER FUND(S)	113,546.00	134,968.00	134,968.00	43,350.00	0.00	91,618.00	32.12
370-000-671	REIMBURSEMENT/OTHER INCOME	560.37	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		389,149.36	400,103.00	400,103.00	172,468.11	52,770.41	227,634.89	43.11
TOTAL REVENUES		389,149.36	400,103.00	400,103.00	172,468.11	52,770.41	227,634.89	43.11
Expenditures								
Dept 301-OPERATING COSTS								
370-301-727	SUPPLIES	924.87	1,200.00	1,200.00	373.10	0.00	826.90	31.09
370-301-816	GROUND/CLEANG/JANITORL SERVI	10,190.00	11,500.00	11,500.00	4,128.26	3,178.26	7,371.74	35.90
370-301-818	CONTRACTUAL SERVICES	8,866.93	10,200.00	10,200.00	6,466.90	261.00	3,733.10	63.40
370-301-850	COMMUNICATION	4,161.67	4,860.00	4,860.00	3,013.02	541.24	1,846.98	62.00
370-301-910	INSURANCE & BONDS	7,046.00	7,208.00	7,208.00	0.00	0.00	7,208.00	0.00
370-301-920	UTILITIES	61,907.13	68,000.00	68,000.00	31,157.78	4,485.82	36,842.22	45.82
370-301-930	REPAIRS & MAINTENANCE	26,302.82	30,000.00	30,000.00	7,528.49	1,012.85	22,471.51	25.09
370-301-938	CHARGEBACKS - PRIOR TAX YEARS	412.57	2,000.00	2,000.00	161.74	0.00	1,838.26	8.09
Total Dept 301-OPERATING COSTS		119,811.99	134,968.00	134,968.00	52,829.29	9,479.17	82,138.71	39.14
Dept 905-DEBT SERVICE								
370-905-945	3.8 M PSB BOND	235,000.00	230,000.00	230,000.00	0.00	0.00	230,000.00	0.00
370-905-987	INTEREST 3 M BOND	(14.34)	0.00	0.00	0.00	0.00	0.00	0.00
370-905-994	INTEREST 3.8 BOND PSB	40,639.66	35,135.00	35,135.00	17,566.25	0.00	17,568.75	50.00
Total Dept 905-DEBT SERVICE		275,625.32	265,135.00	265,135.00	17,566.25	0.00	247,568.75	6.63
TOTAL EXPENDITURES		395,437.31	400,103.00	400,103.00	70,395.54	9,479.17	329,707.46	17.59
Fund 370 - PUBLIC SAFETY BLDG DEBT FD:								
TOTAL REVENUES		389,149.36	400,103.00	400,103.00	172,468.11	52,770.41	227,634.89	43.11
TOTAL EXPENDITURES		395,437.31	400,103.00	400,103.00	70,395.54	9,479.17	329,707.46	17.59
NET OF REVENUES & EXPENDITURES		(6,287.95)	0.00	0.00	102,072.57	43,291.24	(102,072.57)	100.00
BEG. FUND BALANCE		13,210.29	6,922.34	6,922.34	6,922.34			
END FUND BALANCE		6,922.34	6,922.34	6,922.34	108,994.91			

User: RICK

PERIOD ENDING 01/31/2017

DB: Northfield

% Fiscal Year Completed: 58.90

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17		YTD BALANCE 01/31/2017	ACTIVITY FOR MONTH 01/31/17	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	2016-17 AMENDED BUDGET				
Fund 571 - WASTEWATER TREATMENT FUND								
Revenues								
Dept 000								
571-000-445	PENALTY & INTEREST ON TAXES	15.33	0.00	0.00	0.00	0.00	0.00	0.00
571-000-500	TAP-IN FEES	25,560.00	0.00	0.00	14,200.00	3,550.00	(14,200.00)	100.00
571-000-651	USAGE FEES	1,345,563.57	1,365,000.00	1,365,000.00	451,624.31	(282.80)	913,375.69	33.09
571-000-665	INTEREST INCOME	3,046.47	1,500.00	1,500.00	776.58	0.00	723.42	51.77
571-000-671	REIMBURSEMENT/OTHER INCOME	9,386.95	1,800.00	1,800.00	4,769.00	257.66	(2,969.00)	264.94
571-000-672	SAD INTEREST	63.76	55.00	55.00	0.00	0.00	55.00	0.00
571-000-690	UNREALIZED GAIN/LOSS	1,062.76	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		1,384,698.84	1,368,355.00	1,368,355.00	471,369.89	3,524.86	896,985.11	34.45
TOTAL REVENUES		1,384,698.84	1,368,355.00	1,368,355.00	471,369.89	3,524.86	896,985.11	34.45
Expenditures								
Dept 226-PERSONNEL								
571-226-701	SALARIES	65,499.98	65,500.00	65,500.00	40,307.68	5,038.46	25,192.32	61.54
571-226-702	SALARIES	197,156.09	199,624.00	199,624.00	122,241.86	15,353.42	77,382.14	61.24
571-226-711	SALARIES-OVERTIME	2,308.45	18,000.00	18,000.00	3,281.72	0.00	14,718.28	18.23
571-226-715	SOCIAL SECURITY	20,279.39	21,660.00	21,660.00	12,594.28	1,541.09	9,065.72	58.15
571-226-716	HOSPITALIZATION	98,532.49	108,900.00	108,900.00	48,232.44	6,101.01	60,667.56	44.29
571-226-717	LIFE/DISB. INSURANCE	3,021.24	3,175.00	3,175.00	2,014.16	251.77	1,160.84	63.44
571-226-718	PENSION	24,684.45	25,417.00	25,417.00	15,585.44	1,955.12	9,831.56	61.32
571-226-720	BANKED PTO	646.50	0.00	0.00	0.00	0.00	0.00	0.00
571-226-731	WORKERS COMP INSURANCE	4,640.00	6,750.00	6,750.00	6,485.00	0.00	265.00	96.07
571-226-957	TRAINING & DEVELOPMENT	670.00	3,500.00	3,500.00	210.00	0.00	3,290.00	6.00
Total Dept 226-PERSONNEL		417,438.59	452,526.00	452,526.00	250,952.58	30,240.87	201,573.42	55.46
Dept 270-LEGAL/PROFESSIONAL								
571-270-722	CONTROLLER	19,620.65	20,170.00	20,170.00	10,564.40	0.00	9,605.60	52.38
571-270-802	AUDIT FEES	6,300.00	6,300.00	6,300.00	6,300.00	0.00	0.00	100.00
571-270-803	LEGAL	0.00	500.00	500.00	0.00	0.00	500.00	0.00
571-270-806	ENGINEER	44,134.07	30,000.00	30,000.00	519.30	0.00	29,480.70	1.73
Total Dept 270-LEGAL/PROFESSIONAL		70,054.72	56,970.00	56,970.00	17,383.70	0.00	39,586.30	30.51
Dept 301-OPERATING COSTS								
571-301-727	SUPPLIES	1,987.86	2,500.00	2,500.00	931.34	148.06	1,568.66	37.25
571-301-740	OPERATING SUPPLIES	45,464.92	55,000.00	55,000.00	18,199.17	0.00	36,800.83	33.09
571-301-741	UNIFORMS/GEAR & ALLOWANCE	1,178.22	2,500.00	2,500.00	999.99	0.00	1,500.01	40.00
571-301-807	MEMBERSHIP DUES	620.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
571-301-817	LAB & TESTING	4,630.00	7,000.00	7,000.00	2,895.00	915.00	4,105.00	41.36
571-301-819	COLLECTION SYS ANNUAL MAINT	32,556.06	55,000.00	55,000.00	5,269.24	0.00	49,730.76	9.58
571-301-825	SEWER ADMINISTRATION FEES	37,500.00	37,500.00	37,500.00	0.00	0.00	37,500.00	0.00
571-301-850	COMMUNICATION	5,700.71	6,000.00	6,000.00	2,631.07	374.97	3,368.93	43.85
571-301-851	POSTAGE	2,442.09	2,500.00	2,500.00	1,823.06	0.00	676.94	72.92
571-301-900	PRINTING & PUBLICATIONS	19.38	200.00	200.00	0.00	0.00	200.00	0.00
571-301-910	INSURANCE & BONDS	21,112.00	21,598.00	21,598.00	0.00	0.00	21,598.00	0.00
571-301-920	UTILITIES	93,615.58	100,000.00	100,000.00	48,006.23	7,786.76	51,993.77	48.01
571-301-930	REPAIRS & MAINTENANCE	45,288.40	110,000.00	110,000.00	42,490.93	4,805.97	67,509.07	38.63
571-301-940	RENTAL EQUIPMENT	828.00	750.00	750.00	560.20	146.20	189.80	74.69
571-301-950	LAND LEASING	257.75	260.00	260.00	0.00	0.00	260.00	0.00

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17		YTD BALANCE 01/31/2017	ACTIVITY FOR MONTH 01/31/17	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	2016-17 AMENDED BUDGET				
Fund 571 - WASTEWATER TREATMENT FUND								
Expenditures								
571-301-968	DEPRECIATION EXPENSE	255,587.15	255,461.00	255,461.00	0.00	0.00	255,461.00	0.00
Total Dept 301-OPERATING COSTS		548,788.12	657,269.00	657,269.00	123,806.23	14,176.96	533,462.77	18.84
Dept 333-TRANSPORTATION								
571-333-860	FUEL & MILEAGE	4,768.10	7,000.00	7,000.00	2,560.83	0.00	4,439.17	36.58
571-333-930	REPAIRS & MAINTENANCE	430.88	1,500.00	1,500.00	153.84	42.44	1,346.16	10.26
Total Dept 333-TRANSPORTATION		5,198.98	8,500.00	8,500.00	2,714.67	42.44	5,785.33	31.94
Dept 528-O & M - BOND & INTEREST								
571-528-954	AGENT FEES	648.14	700.00	700.00	549.01	449.88	150.99	78.43
571-528-989	INTEREST 1992 BOND	13,938.76	12,240.00	12,240.00	6,119.38	0.00	6,120.62	49.99
571-528-995	DEBT SERVICE - INTEREST	24,758.38	10,370.00	10,370.00	5,185.00	0.00	5,185.00	50.00
Total Dept 528-O & M - BOND & INTEREST		39,345.28	23,310.00	23,310.00	11,853.39	449.88	11,456.61	50.85
Dept 900-CAPITAL OUTLAY								
571-900-970	EQUIPMENT	0.00	90,000.00	90,000.00	5,482.00	0.00	84,518.00	6.09
Total Dept 900-CAPITAL OUTLAY		0.00	90,000.00	90,000.00	5,482.00	0.00	84,518.00	6.09
TOTAL EXPENDITURES		1,080,825.69	1,288,575.00	1,288,575.00	412,192.57	44,910.15	876,382.43	31.99
Fund 571 - WASTEWATER TREATMENT FUND:								
TOTAL REVENUES		1,384,698.84	1,368,355.00	1,368,355.00	471,369.89	3,524.86	896,985.11	34.45
TOTAL EXPENDITURES		1,080,825.69	1,288,575.00	1,288,575.00	412,192.57	44,910.15	876,382.43	31.99
NET OF REVENUES & EXPENDITURES		303,873.15	79,780.00	79,780.00	59,177.32	(41,385.29)	20,602.68	74.18
BEG. FUND BALANCE		6,248,828.56	6,552,701.71	6,552,701.71	6,552,701.71			
END FUND BALANCE		6,552,701.71	6,632,481.71	6,632,481.71	6,611,879.03			

PERIOD ENDING 01/31/2017

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17		YTD BALANCE 01/31/2017	ACTIVITY FOR MONTH 01/31/17	AVAILABLE BALANCE	% BGD USED
			ORIGINAL BUDGET	2016-17 AMENDED BUDGET				
Fund 815 - DIST # 5 SEVEN MILE SEWER								
Revenues								
Dept 000								
815-000-665	INTEREST INCOME	386.66	150.00	150.00	97.75	0.00	52.25	65.17
815-000-672	SAD INTEREST	9,257.90	7,950.00	7,950.00	0.00	0.00	7,950.00	0.00
815-000-690	UNREALIZED GAIN/LOSS	137.97	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		9,782.53	8,100.00	8,100.00	97.75	0.00	8,002.25	1.21
TOTAL REVENUES		9,782.53	8,100.00	8,100.00	97.75	0.00	8,002.25	1.21
Expenditures								
Dept 301-OPERATING COSTS								
815-301-968	DEPRECIATION EXPENSE	17,519.00	17,519.00	17,519.00	0.00	0.00	17,519.00	0.00
Total Dept 301-OPERATING COSTS		17,519.00	17,519.00	17,519.00	0.00	0.00	17,519.00	0.00
Dept 905-DEBT SERVICE								
815-905-995	DEBT SERVICE - INTEREST	8,101.94	7,153.00	7,153.00	3,576.62	0.00	3,576.38	50.00
Total Dept 905-DEBT SERVICE		8,101.94	7,153.00	7,153.00	3,576.62	0.00	3,576.38	50.00
TOTAL EXPENDITURES		25,620.94	24,672.00	24,672.00	3,576.62	0.00	21,095.38	14.50
Fund 815 - DIST # 5 SEVEN MILE SEWER:								
TOTAL REVENUES		9,782.53	8,100.00	8,100.00	97.75	0.00	8,002.25	1.21
TOTAL EXPENDITURES		25,620.94	24,672.00	24,672.00	3,576.62	0.00	21,095.38	14.50
NET OF REVENUES & EXPENDITURES		(15,838.41)	(16,572.00)	(16,572.00)	(3,478.87)	0.00	(13,093.13)	20.99
BEG. FUND BALANCE		597,826.74	581,988.33	581,988.33	581,988.33			
END FUND BALANCE		581,988.33	565,416.33	565,416.33	578,509.46			

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

PERIOD ENDING 01/31/2017
% Fiscal Year Completed: 58.90

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17		YTD BALANCE 01/31/2017	ACTIVITY FOR MONTH 01/31/17	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	2016-17 AMENDED BUDGET				
Fund 825 - WHITMORE LAKE SEWER DISTRICT								
Revenues								
Dept 000								
825-000-445	PENALTY & INTEREST ON TAXES	14.86	0.00	0.00	0.00	0.00	0.00	0.00
825-000-668	BOND PROCEEDS	800,000.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		800,014.86	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		800,014.86	0.00	0.00	0.00	0.00	0.00	0.00
Expenditures								
Dept 905-DEBT SERVICE								
825-905-906	BOND ISSUANCE COST	46,841.68	0.00	0.00	0.00	0.00	0.00	0.00
825-905-986	INTEREST EXPENSE - WL SAD BON	0.00	0.00	0.00	14,690.14	0.00	(14,690.14)	100.00
825-905-998	BOND INTEREST	(3,314.85)	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 905-DEBT SERVICE		43,526.83	0.00	0.00	14,690.14	0.00	(14,690.14)	100.00
TOTAL EXPENDITURES		43,526.83	0.00	0.00	14,690.14	0.00	(14,690.14)	100.00
Fund 825 - WHITMORE LAKE SEWER DISTRICT:								
TOTAL REVENUES		800,014.86	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		43,526.83	0.00	0.00	14,690.14	0.00	(14,690.14)	100.00
NET OF REVENUES & EXPENDITURES		756,488.03	0.00	0.00	(14,690.14)	0.00	14,690.14	100.00
BEG. FUND BALANCE			756,488.03	756,488.03	756,488.03			
END FUND BALANCE		756,488.03	756,488.03	756,488.03	741,797.89			

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP
 PERIOD ENDING 01/31/2017
 % Fiscal Year Completed: 58.90

GL NUMBER	DESCRIPTION	END BALANCE	2016-17		YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDG
		06/30/2016	ORIGINAL BUDGET	2016-17 AMENDED BUDGET		MONTH 01/31/17		
Fund 890 - N.T. SEWER DISTRICT								
Revenues								
Dept 000								
890-000-665	INTEREST INCOME	1,897.81	750.00	750.00	483.33	0.00	266.67	64.44
890-000-672	SAD INTEREST	38,781.46	27,897.00	27,897.00	406.54	0.00	27,490.46	1.46
890-000-690	UNREALIZED GAIN/LOSS	663.75	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		41,343.02	28,647.00	28,647.00	889.87	0.00	27,757.13	3.11
TOTAL REVENUES		41,343.02	28,647.00	28,647.00	889.87	0.00	27,757.13	3.11
Expenditures								
Dept 301-OPERATING COSTS								
890-301-968	DEPRECIATION EXPENSE	74,187.00	74,187.00	74,187.00	0.00	0.00	74,187.00	0.00
Total Dept 301-OPERATING COSTS		74,187.00	74,187.00	74,187.00	0.00	0.00	74,187.00	0.00
Dept 905-DEBT SERVICE								
890-905-954	AGENT FEES	414.36	450.00	450.00	350.99	287.62	99.01	78.00
890-905-998	INTEREST NT BOND	15,829.12	6,630.00	6,630.00	3,315.00	0.00	3,315.00	50.00
Total Dept 905-DEBT SERVICE		16,243.48	7,080.00	7,080.00	3,665.99	287.62	3,414.01	51.78
TOTAL EXPENDITURES		90,430.48	81,267.00	81,267.00	3,665.99	287.62	77,601.01	4.51
Fund 890 - N.T. SEWER DISTRICT:								
TOTAL REVENUES		41,343.02	28,647.00	28,647.00	889.87	0.00	27,757.13	3.11
TOTAL EXPENDITURES		90,430.48	81,267.00	81,267.00	3,665.99	287.62	77,601.01	4.51
NET OF REVENUES & EXPENDITURES		(49,087.46)	(52,620.00)	(52,620.00)	(2,776.12)	(287.62)	(49,843.88)	5.28
BEG. FUND BALANCE		2,980,846.90	2,931,759.44	2,931,759.44	2,931,759.44			
END FUND BALANCE		2,931,759.44	2,879,139.44	2,879,139.44	2,928,983.32			
TOTAL REVENUES - ALL FUNDS								
TOTAL REVENUES - ALL FUNDS		6,682,083.80	5,912,445.00	6,174,445.00	2,666,587.40	684,165.79	3,507,857.60	43.19
TOTAL EXPENDITURES - ALL FUNDS		5,611,878.73	6,111,088.00	6,991,596.00	3,144,901.29	365,358.71	3,846,694.71	44.98
NET OF REVENUES & EXPENDITURES		1,070,205.07	(198,643.00)	(817,151.00)	(478,313.89)	318,807.08	(338,837.11)	58.53
BEG. FUND BALANCE - ALL FUNDS		12,906,358.98	13,976,564.05	13,976,564.05	13,976,564.05			
END FUND BALANCE - ALL FUNDS		13,976,564.05	13,777,921.05	13,159,413.05	13,498,250.16			

Supervisor's Report

From: Marlene Chockley

Date: February 9, 2017

Dear Board of Trustees,

We've had a lot of activity over the last 5 weeks that I'm pleased to inform you about.

Non-motorized path

I met with the two homeowners to discuss payment for their easements. It was a very cordial meeting, but we have not yet come to an agreement. We have incurred nearly \$65,000 in costs that have been paid to date. Our grant would cover approximately \$221,000 of the \$360,000 or \$329,000 depending on whether we chose concrete or asphalt leaving us to cover the remaining \$107,000 to \$139,000 plus the remaining easements. Please refer to the information associated with the path further on in the agenda.

Sewer capacity

Brian Rubel, Tim Hardesty, and I met with a developer who is interested in a parcel master planned for medium density residential at North Territorial and Whitmore Lake Road. He is proposing a modest sized development of 160 or so homes with 50% open space and homes in the \$200,000 to \$300,000 price range. To achieve that price point would require sewer service. This area is in the Whitmore Lake School District. I recommend that we develop a policy and pricing that is fair yet captures funds that are earmarked for system expansion when the need arises. This will be on the March 14 agenda.

Recreation Grants and Parks and Rec

I attended a seminar on a variety of recreation grants awarded by the state of Michigan. Because we have a Recreation Master Plan, we are eligible to apply for them. We potentially have projects that would qualify in all three programs. The annual deadline is April 1. I passed the information along to the Parks and Rec Board. We should definitely apply as ideas surrounding the community park begin to gel.

Tracy Thomas has been an advocate for acquiring parcels in the 7 Mile Preserve and asked that the township mail a letter to each owner asking them for the parcel. That can be done soon. On today's agenda, we hope to move forward to acquire three parcels in the 7 Mile Rd Preserve.

Downtown Planning Group

The Downtown Planning Group held two workshops to work on a vision for the community park. The first workshop was a trial run for the DPG and the second was for the public. Many citizens came to share their thoughts. The Township Board was well represented also. The result of the workshop was presented to the January 31st DPG meeting for further comment. The concept plan incorporates a small beach bordered on 3 sides with a fishing pier and a marina. Across Main Street is a grassy square with trees and picnic pavilion. Small retail stores front on Main and along the square with parking in front and behind them. There is an amphitheater facing away from the water at an angle to control the sound. In the rear of the site are a few residential lofts to overlook the lake and a large central park with

a community garden and walking trails. There are several townhomes or condos, also to the rear and side. Parking is behind the lofts near the expressway and in some lots nearer to Barker and Main to support the other downtown businesses. Traffic will enter and exit the site from at least 4 locations.

The planner is currently working up a 3D version to visualize how this will look. I expect a presentation will be made to the Board in March.

I have had several conversations with Mark Sweeney of MDOT concerning the US 23 improvements in the 8 Mile area. Because the bridge and roundabouts are being moved north of the existing bridge, there is a significant amount of land that could be used as a northern exit from the property. I've been told that it will be needed for a detention pond. However, we still plan to meet with him to discuss it as that would be extremely helpful to the traffic flow on the site.

Farmland and Natural Areas Preservation Committee

The committee had its kick-off meeting on February 2. We discussed the existing zoning in the township, what are the options for open space preservation in the zoning ordinance, and what the master plan has for future land use. We also discussed methods to help preserve land, including purchase of development rights, transfer of development rights, and conservation easements. We decided to invite Barry Lonik to one of our next meetings so he can tell us how he brings value to the effort by assisting landowners through the process and procurement of funds. We also discussed what other communities are doing. In addition to preserving land, the committee also discussed how to support local farming. We will explore tax breaks for farms, a year round farm market, and agri-business opportunities. The committee decided to meet every 2 weeks to keep the momentum going.

Redevelopment Ready Communities

Planning Commission Chair Larry Roman and Downtown Planning Group member Jack Secrist attended an introductory meeting with me for the Redevelopment Ready Communities program at the Brighton Chamber. The program focuses on traditional downtowns, compact, walkable neighborhoods with a wide range of housing options at appropriate densities. We came away believing that this program and process will be helpful for us to attract business into the downtown. I am registered for the March 9th training session.

DDA

Attorney Brad Maynes is looking at the statute to determine how many members can serve on this authority. I would like to merge the Downtown Planning Group with the DDA since ideally they need to work together.

Planning and Zoning

Brad Maynes, Patrick Sloan, and I met concerning some difficult zoning compliance and applicant issues. I subsequently met with the applicant to discuss their project and help them with their understanding. We continue to have numerous site plan violations at Nowatzke Trucking in addition to the disregard for the prior consent judgement on the billboard sign. We will need to have our planner and engineer evaluate the full extent of it to take more serious action.

Investigating Citizen Complaints

I have had many contacts with our citizens about their concerns ranging from assessments to debris to unauthorized construction and have been able to assist in resolving them. We have several very good candidates apply for code enforcement and we should have one chosen in the near future.

Office Procedures

We are making progress in understanding office organization and I am becoming more familiar with the capabilities of the staff that we have in place. It is a pleasure to work with them. The office space needs of each of our positions, however, needs to be evaluated and their work space improved. I suspect that the resulting recommendation will be to build out another portion of the upstairs and move a department or two up there.

Unfortunately, our controller is leaving to take a full time position at another township. Treasurer Zelenock and I have contacted our auditor and reviewed the job description. He believes that it is a very good job description that should attract very qualified candidates. We will move forward with posting for the position.

Another challenge that we have been facing is locating documents from prior years. Much progress had been made in organizing the files in the basement, but we are still searching for some key documents. This has proven quite time consuming. I believe that the topic of digitizing records has come up in the past, but no action was taken on it. This is something that would be of value to our customers and a future time saver for our staff in addition to freeing up space. We should look at best practices for record retention. I would like to explore this when time allows.

Several weeks ago, I met with Kurt Weiland, our building official, and Mary Bird, our assessing assistant who handles all of the planning and zoning and building department needs. We discussed the projects in progress and looked at coordinating efforts. Out of that meeting came the recommendation of a regular meeting, perhaps monthly, with the key personnel involved with moving projects ahead in the township, assigning tasks, and tracking progress. I believe this would serve our customers well.

Additional observations:

Our employee handbook is 15 years old. It should be updated and reviewed by our labor attorney or a human resources professional. What new laws are we not following? The application process for employment and committees and boards also needs to be professionalized.

We have at least a couple of people providing services to the township with no written or current contract. That has led to misunderstandings which could escalate. Of note, we have received delinquent invoices totaling thousands of dollars from two prior fiscal years yet we have no policy stating that they must be submitted timely and no contract.

We should develop a building use policy and manage resident access to township buildings off hours in a more formal manner. Metal keys should be replaced with card keys.

It would be useful to have a means of tracking building repair and maintenance needs.

Now that we own parks properties, we must plan for their upkeep and establish usage fees as needed. Grass must be mowed, trash removed, and sidewalks plowed.

I look forward to discussing any of these topics with you in the days ahead.

**PROCLAMATION CELEBRATING THE LIFE
AND HONORING THE MEMORY OF DEBRA MOZURKEWICH
AND NAMING IN HER HONOR THE NON-MOTORIZED PATH
ALONG BARKER ROAD**

WHEREAS, on November 12, 2016, Northfield Township lost a valued member of our community with the passing of Debra (Deb) Mozurkewich; and,

WHEREAS, Deb served as the Northfield Township Board of Trustees Supervisor from November 2008 through November 2012; and,

WHEREAS, Deb played a crucial role in bringing about the construction of the Non-Motorized Path along Barker Road to Whitmore Lake and it is likely that the Path would not have occurred but for Deb's efforts; and

WHEREAS, Deb was an active member of the Kiwanis Club of the Greater Whitmore Lake Area and the Kiwanis 4th of July Parade Committee; and,

WHEREAS, Deb expressed her concern for the next generation by serving as President of the School Board at WSC Academy in Ypsilanti and teaching religious education at Saints Constantine and Helen Greek Orthodox Church in Westland; and

WHEREAS, Northfield Township wishes to recognize and honor Deb's life and legacy of public service.

NOW THEREFORE BE IT RESOLVED THAT THE NORTHFIELD TOWNSHIP BOARD OF TRUSTEES DOES HEREBY PROCLAIM AND DEDICATE THE BARKER ROAD NON-MOTORIZED PATH BE KNOWN AS "THE DEBRA MOZURKEWICH MEMORIAL PATH".

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of Northfield Township to be affixed hereto on this the 14th day of February, 2017.

TOWNSHIP OF NORTHFIELD
WASHTENAW COUNTY, MICHIGAN

Marlene A. Chockley, Supervisor

ATTEST:

Kathleen Manley, Clerk



TETRA TECH

January 3, 2017

Ms. Marlene Chockley
Northfield Township Supervisor
8350 Main Street
Whitmore Lake, MI 48189

Re: Barker Road Nonmotorized Path Phase 3 Bids

Dear Ms. Chockley:

On December 20, 2016, construction bids were received for the above referenced project. Six (6) bids were received and are summarized on the attached tabulation.

The lowest bid was received from Fonson Company, Inc. of Brighton. Bids were obtained for both a concrete surface (Alternate A) and an asphalt surface (Alternate B). Fonson's bid was lower for both alternates. Fonson's bid was nearly identical to Tetra Tech's projection and, therefore, we feel it is a competitive and fair price for the work.

Tetra Tech has worked with this firm previously and have found them to be a reliable and conscientious contractor.

Tetra Tech recommends the bid be awarded to Fonson Company, Inc. Should the Township desire a concrete path to match phases 1 and 2, the award should be in the amount of \$359,583.25. Should the Township desire the lower cost asphalt surface, the award should be in the amount of \$329,039.25.

This work will involve complex construction with some underground work. Unforeseen conditions may occur requiring adjustment to the work. For these reasons, we suggest the Township budget for a contingency of 5 to 10% of this bid amount. We also recommend that the Township Supervisor be granted authority to approve contract changes within this contingency amount so any necessary changes can occur without delaying the progress.

Several property owners have not executed an easement permitting the path to be constructed. Should these easements not be obtained prior to construction, the Township Board has previously requested a gap be left in the construction and the contractor will be paid for the smaller number of units completed.

Tetra Tech will be present at the January 10 Board of Trustees meeting to answer any questions about this recommendation. It will be important for the Board to take action early in 2017 as the contract calls for the contractor to start work in Spring 2017.

Tetra Tech
710 Avis Drive, Ann Arbor, MI 48108
Tel 734.665.6000 Fax 734.213.3003 www.tetratech.com



TETRA TECH

Sincerely,

A handwritten signature in black ink that reads "Brian M. Rubel". The signature is written in a cursive style with a large, prominent 'B' at the beginning.

Brian M. Rubel, P.E.
Vice President

NORTHFIELD Township
Non-Motorized Path Project
Phase III
As Of 02/09/17

<u>Phase III</u>	Vendor Name	Invoice Date	Invoice #	Amount	Type of Work
<u>PHASE III Funding</u>					
	- DDA			20,000.00	
	- General			20,000.00	
	- General (Balance from Phase I & II)			7,833.85	(\$40,000.00 - \$32,166.15)
	- Northfield Chamber			1,000.00	
	- Kiwanis			1,000.00	
	Subtotal			<u>49,833.85</u>	
	- Remaining Grant \$'s			<u>221,633.00</u>	Can only be used for Construction
	Total Available for Phase III			<u><u>271,466.85</u></u>	
<u>PHASE III Expenditures</u>					
	Tetra Tech	1/2/2015	50870776	7,090.00	Surveying & Design
	Tetra Tech	2/4/2015	50881472	7,155.00	Design
	Tetra Tech	3/6/2015	50891653	2,385.00	Design
	Tetra Tech	5/4/2015	50912099	6,690.00	Design, Permit Application & Easements
	Tetra Tech	5/29/2015	50921906	4,880.00	Design, Permit Application & Easements
	WCRC	7/9/2015	510969	224.82	Review Fee
	G2 Consulting Group, LLC	5/31/2015	151036	2,500.00	Geotechnical Investigation
	OHM	7/31/2015	172721	1,097.00	General Engineering Fees
	Dornbos Signs	10/16/2015	INV23272	150.68	RR Crossing Sign for Pathway
	Laurencelle Appraisal Co.	12/1/2015		10,000.00	Appraised 4 Easements
	WCRC	8/18/2016	512063	46.75	Review Fee
	WCRC	12/7/2016	512505	187.00	Review Fee
	Heather & Steve Soriano			2,000.00	Temporary Construction Easement
	Kathy Cremin	11/15/2016	16-553	10,000.00	Easement Purchase
	Patricia Johnson	11/15/2016	16-553	10,000.00	Easement Purchase
	WCRC	1/13/2017	512619	233.72	Review Fee
				<u>64,639.97</u>	**
	Construction Quote			359,583.25	***
				<u><u>424,223.22</u></u>	

** We still owe \$16,600 to Tetra Tech based on amount quoted which was \$44,800

*** The township would have to cover the construction difference of \$137,950.25 or \$107,406.25 if the less expensive option is chosen

NORTHFIELD TOWNSHIP
Fund Balance Information
As Of 2/9/17

<u>2016-2017 Amended Budget</u>	\$990,851
Less: Township Park Property Taxes	(20,080)
County Drains at Large	(8,500)
Video Operator Back Pay	(7,055)
Treasurer Training	(1,000)
Treasurer Labor Amendment	(6,730)
Additional Engineering	(10,000)
Concrete Path	(137,950)
New Amended Budget	<u><u>\$799,536</u></u>

<u>2016-2017 Amended Expenditures</u>	\$1,902,123
Less One Time Expenditures:	
- Park Property Celebration	(2,500)
- Bonus's	(1,200)
- Geotechnical Investigation	(14,400)
- Park Property Master Plan	(16,500)
- Park Property Purchase	(336,940)
- Contribution to Fire Fund	(250,000)
Amended Expenditures - Adjusted	<u><u>\$1,280,583</u></u>

85% Fund Balance Policy	1,088,496
75% Fund Balance Policy	960,437
65% Fund Balance Policy	832,379

New Amended Budget as a % of Adjusted Expenditures 62%

NORTHFIELD TWP., MICHIGAN PHASE-3 NON-MOTORIZED TRAIL 200-12748-15002				GM & Sons, Inc. 6784 Whitmore Lake Road Whitmore Lake, MI 48189 734-929-1259 (Ph) 734-929-1265 (Fax)			San Marino Excavating, Inc. 5550 Mitchel Way Howell, MI 48843 517-518-8890 (Ph) 248-486-5612		
BID DATE: 20-Dec-16		BIDDERS ----->							
PROJECT # 200-12748-15002		6 BIDDERS							
ENR		0 ITEMS							
ITEM NO.	ITEM DESCRIPTION	QTY.	UNIT	UNIT PRICE	BIDDER'S AMOUNT	COMPUTED AMOUNT	UNIT PRICE	BIDDER'S AMOUNT	COMPUTED AMOUNT
1027060	Utility Relocation Allowance	15,000	Dir	\$1.00	\$15,000.00	\$15,000.00	\$1.00	\$15,000.00	\$15,000.00
1027051	Audiovisual Tape Coverage	1	LS	\$1,125.00	\$1,125.00	\$1,125.00	\$2,200.00	\$2,200.00	\$2,200.00
1500001	Mobilization, Max. 5% of construction	1	LS	\$20,000.00	\$20,000.00	\$20,000.00	\$10,700.00	\$10,700.00	\$10,700.00
2010001	Clearing	0.25	Acre	\$7,750.00	\$1,937.50	\$1,937.50	\$10,000.00	\$2,500.00	\$2,500.00
2020002	Tree, Rem, 19 inch to 36 inch	2	Ea	\$1,100.00	\$2,200.00	\$2,200.00	\$1,200.00	\$2,400.00	\$2,400.00
2020004	Tree, Rem, 6 inch to 18 inch	11	Ea	\$275.00	\$3,025.00	\$3,025.00	\$650.00	\$7,150.00	\$7,150.00
2030001	Culv, Rem, Less than 24 inch	3	Ea	\$360.00	\$1,080.00	\$1,080.00	\$200.00	\$600.00	\$600.00
2030005	Culv, End, Rem, Less than 24 inch	1	Ea	\$160.00	\$160.00	\$160.00	\$250.00	\$250.00	\$250.00
2030011	Dr Structure, Rem	2	Ea	\$525.00	\$1,050.00	\$1,050.00	\$300.00	\$600.00	\$600.00
2030015	Sewer, Rem, Less than 24 inch	206	Ft	\$10.50	\$2,163.00	\$2,163.00	\$14.00	\$2,884.00	\$2,884.00
2040025	Fence, Rem	20	Ft	\$12.50	\$250.00	\$250.00	\$7.99	\$159.80	\$159.80
2040050	Pavt, Rem	62	Syd	\$14.50	\$899.00	\$899.00	\$15.20	\$942.40	\$942.40
2040055	Sidewalk, Rem	937	Syd	\$10.50	\$9,838.50	\$9,838.50	\$8.35	\$7,823.95	\$7,823.95
2040080	Exploratory Investigation, Vertical	50	Ft	\$105.00	\$5,250.00	\$5,250.00	\$20.00	\$1,000.00	\$1,000.00
2080012	Erosion Control, Check Dam, Stone	50	Ft	\$34.00	\$1,700.00	\$1,700.00	\$16.00	\$800.00	\$800.00
2080016	Erosion Control, Gravel Access Approach	3	Ea	\$360.00	\$1,080.00	\$1,080.00	\$650.00	\$1,950.00	\$1,950.00
2080024	Erosion Control, Inlet Protection, Sediment Trap	10	Ea	\$90.00	\$900.00	\$900.00	\$145.00	\$1,450.00	\$1,450.00
2080026	Erosion Control, Maintenance, Sediment Removal	35	Cyd	\$29.00	\$1,015.00	\$1,015.00	\$31.20	\$1,092.00	\$1,092.00
2080034	Erosion Control, Sediment Trap	5	Ea	\$105.00	\$525.00	\$525.00	\$305.00	\$1,525.00	\$1,525.00
2080036	Erosion Control, Silt Fence	2,000	Ft	\$1.10	\$2,200.00	\$2,200.00	\$1.40	\$2,800.00	\$2,800.00
2090001	Project Cleanup	1	LS	\$3,100.00	\$3,100.00	\$3,100.00	\$500.00	\$500.00	\$500.00
3020020	Aggregate Base, 8 inch	3,829	Syd	\$11.50	\$44,033.50	\$44,033.50	\$10.15	\$38,864.35	\$38,864.35
4010012	Culv End Sect, 12 inch	13	Ea	\$460.00	\$5,980.00	\$5,980.00	\$350.00	\$4,550.00	\$4,550.00
4010015	Culv End Sect, 15 inch	1	Ea	\$675.00	\$675.00	\$675.00	\$400.00	\$400.00	\$400.00
4010607	Culv, CI F, 12 inch	104	Ft	\$30.00	\$3,120.00	\$3,120.00	\$32.00	\$3,328.00	\$3,328.00
4011109	Dr Marker Post	5	Ea	\$70.00	\$350.00	\$350.00	\$200.00	\$1,000.00	\$1,000.00
4017001	Culvert Cleanout	443	Ft	\$6.00	\$2,658.00	\$2,658.00	\$5.05	\$2,237.15	\$2,237.15
4020033	Sewer, CI A, 12 inch, Tr Det B	141	Ft	\$35.50	\$5,005.50	\$5,005.50	\$65.91	\$9,293.31	\$9,293.31
4020034	Sewer, CI A, 15 inch, Tr Det B	116	Ft	\$37.50	\$4,350.00	\$4,350.00	\$71.23	\$8,262.68	\$8,262.68
4020035	Sewer, CI A, 18 inch, Tr Det B	176	Ft	\$39.50	\$6,952.00	\$6,952.00	\$78.00	\$13,728.00	\$13,728.00
4020036	Sewer, CI A, 24 inch, Tr Det B	105	Ft	\$41.50	\$4,357.50	\$4,357.50	\$89.20	\$9,336.00	\$9,336.00
4020602	Sewer, CI E, 18 inch, Tr Det B	59	Ft	\$40.50	\$2,389.50	\$2,389.50	\$96.00	\$5,664.00	\$5,664.00
4021275	Video Taping Sewer and Culv Pipe	701	Ft	\$1.50	\$1,051.50	\$1,051.50	\$3.01	\$2,110.01	\$2,110.01
4030005	Dr Structure Cover, Adj, Case 1	2	Ea	\$1,750.00	\$3,500.00	\$3,500.00	\$465.00	\$930.00	\$930.00
4030006	Dr Structure Cover, Adj, Case 2	9	Ea	\$925.00	\$8,325.00	\$8,325.00	\$503.00	\$4,527.00	\$4,527.00
4030010	Dr Structure Cover, Type B	9	Ea	\$525.00	\$4,725.00	\$4,725.00	\$681.30	\$6,131.70	\$6,131.70
4030040	Dr Structure Cover, Type G	1	Ea	\$425.00	\$425.00	\$425.00	\$650.00	\$650.00	\$650.00
4030118	Dr Structure Lead, Cleaning, 18 inch	200	Ft	\$4.25	\$850.00	\$850.00	\$5.90	\$1,180.00	\$1,180.00
4030124	Dr Structure Lead, Cleaning, 24 inch	60	Ft	\$4.25	\$255.00	\$255.00	\$18.00	\$1,080.00	\$1,080.00
4030200	Dr Structure, 24 inch dia	1	Ea	\$1,100.00	\$1,100.00	\$1,100.00	\$1,100.00	\$1,100.00	\$1,100.00
4030210	Dr Structure, 48 inch dia	7	Ea	\$1,600.00	\$11,200.00	\$11,200.00	\$2,000.00	\$14,000.00	\$14,000.00
4030220	Dr Structure, 60 inch dia	1	Ea	\$2,700.00	\$2,700.00	\$2,700.00	\$3,200.00	\$3,200.00	\$3,200.00
4030280	Dr Structure, Adj, Add Depth	8	Ft	\$310.00	\$2,480.00	\$2,480.00	\$245.20	\$1,962.00	\$1,962.00
4030290	Dr Structure, Cleaning	4	Ea	\$425.00	\$1,700.00	\$1,700.00	\$301.00	\$1,204.00	\$1,204.00
4030318	Dr Structure, Tap, 18 inch	1	Ea	\$525.00	\$525.00	\$525.00	\$400.00	\$400.00	\$400.00
5010005	HMA Surface, Rem	135	Syd	\$10.50	\$1,417.50	\$1,417.50	\$7.35	\$992.25	\$992.25
8010007	Driveway, Nonreinf Conc, 8 inch	163	Syd	\$45.00	\$7,335.00	\$7,335.00	\$61.20	\$9,975.60	\$9,975.60
8030010	Detectable Warning Surface	60	Ft	\$30.00	\$1,800.00	\$1,800.00	\$41.00	\$2,460.00	\$2,460.00
8030034	Sidewalk Ramp, Conc, 4 inch	1,128	Sft	\$5.00	\$5,640.00	\$5,640.00	\$7.65	\$8,629.20	\$8,629.20
8030044	Sidewalk, Conc, 4 inch	640	Sft	\$3.75	\$2,400.00	\$2,400.00	\$4.30	\$2,752.00	\$2,752.00
8060030	Shared use Path, Grading	2,853	Ft	\$12.50	\$35,662.50	\$35,662.50	\$15.00	\$42,795.00	\$42,795.00
8070095	Post, Mailbox	5	Ea	\$80.00	\$400.00	\$400.00	\$100.00	\$500.00	\$500.00
8100371	Post, Steel, 3 lb	240	Ft	\$6.25	\$1,500.00	\$1,500.00	\$7.00	\$1,680.00	\$1,680.00
8100402	Sign, Type III, Erect, Salv	4	Ea	\$110.00	\$440.00	\$440.00	\$165.00	\$660.00	\$660.00
8100403	Sign, Type III, Rem	4	Ea	\$30.00	\$120.00	\$120.00	\$23.00	\$92.00	\$92.00
8100404	Sign, Type IIIA	38	Sft	\$36.00	\$1,368.00	\$1,368.00	\$15.00	\$570.00	\$570.00
8100405	Sign, Type IIIB	30	Sft	\$36.00	\$1,080.00	\$1,080.00	\$19.00	\$570.00	\$570.00
8110041	Pavt Mrkg, Ovly Cold Plastic, 12 inch, Crosswalk	330	Ft	\$10.50	\$3,465.00	\$3,465.00	\$6.05	\$1,996.50	\$1,996.50
8120012	Barricade, Type III, High Intensity, Double Sided, Lighted, Furn	4	Ea	\$95.00	\$380.00	\$380.00	\$105.00	\$420.00	\$420.00
8120013	Barricade, Type III, High Intensity, Double Sided, Lighted, Oper	4	Ea	\$1.00	\$4.00	\$4.00	\$1.00	\$4.00	\$4.00
8120022	Barricade, Type III, High Intensity, Lighted, Furn	6	Ea	\$80.00	\$480.00	\$480.00	\$115.00	\$690.00	\$690.00
8120023	Barricade, Type III, High Intensity, Lighted, Oper	6	Ea	\$1.00	\$6.00	\$6.00	\$1.00	\$6.00	\$6.00
8120140	Lighted Arrow, Type C, Furn	2	Ea	\$800.00	\$1,600.00	\$1,600.00	\$603.50	\$1,207.00	\$1,207.00
8120141	Lighted Arrow, Type C, Oper	2	Ea	\$1.00	\$2.00	\$2.00	\$150.00	\$300.00	\$300.00
8120170	Minor Traf Devices	1	LS	\$6,000.00	\$6,000.00	\$6,000.00	\$3,500.00	\$3,500.00	\$3,500.00
8120250	Plastic Drum, High Intensity, Furn	75	Ea	\$22.00	\$1,650.00	\$1,650.00	\$23.50	\$1,762.50	\$1,762.50
8120251	Plastic Drum, High Intensity, Oper	75	Ea	\$1.00	\$75.00	\$75.00	\$1.00	\$75.00	\$75.00
8120310	Sign Cover	5	Ea	\$55.00	\$275.00	\$275.00	\$38.00	\$190.00	\$190.00
8120350	Sign, Type B, Temp, Prismatic, Furn	325	Sft	\$6.50	\$2,112.50	\$2,112.50	\$5.15	\$1,673.75	\$1,673.75
8120351	Sign, Type B, Temp, Prismatic, Oper	325	Sft	\$1.00	\$325.00	\$325.00	\$1.00	\$325.00	\$325.00
8120352	Sign, Type B, Temp, Prismatic, Special, Furn	75	Sft	\$16.00	\$1,200.00	\$1,200.00	\$9.50	\$712.50	\$712.50
8120353	Sign, Type B, Temp, Prismatic, Special, Oper	75	Sft	\$1.00	\$75.00	\$75.00	\$1.15	\$86.25	\$86.25
8120370	Traffic Regulator Control	1	LS	\$15,500.00	\$15,500.00	\$15,500.00	\$6,500.00	\$6,500.00	\$6,500.00
8130010	Riprap, Plain	80	Syd	\$47.50	\$3,800.00	\$3,800.00	\$45.00	\$3,600.00	\$3,600.00
8160101	Slope Restoration, Type B	8,206	Syd	\$6.50	\$53,339.00	\$53,339.00	\$5.78	\$47,430.68	\$47,430.68
8210010	Monument Preservation	2	Ea	\$475.00	\$950.00	\$950.00	\$502.00	\$1,004.00	\$1,004.00
8210020	Protect Corners	2	Ea	\$900.00	\$1,800.00	\$1,800.00	\$313.00	\$626.00	\$626.00
CONCRETE	ALTERNATE BID A								
8060020	Shared use Path, Conc	3,029	Syd	\$25.00	\$75,725.00	\$75,725.00	\$31.30	\$94,808.00	\$94,807.70
ASPHALT	ALTERNATE BID B								
8060040	Shared use Path, HMA	602	Ton	---	---	---	\$109.00	\$65,618.00	\$65,618.00
TOTALS -----> ALTERNATE A					\$421,132.00	\$421,132.00		\$438,088.28	\$438,087.88
TOTALS -----> ALTERNATE B						---		\$408,898.58	\$408,898.18
BID SECURITY (5% MINIMUM) ADDENDA ACKNOWLEDGED REMARKS					Yes Yes		Yes Yes Difference of \$0.40		

NORTHFIELD TWP., MICHIGAN PHASE-3 NON-MOTORIZED TRAIL 200-12748-15002				Erie Construction LLC 22051 Commerce Drive Woodhaven, MI 48183 734-676-8689 (Ph) 734-676-9137 (Fax)			Anglin Civil, LLC 13000 Newburgh Road Livonia, MI 48150 248-397-4200 (Ph) 888-642-2030 (Fax)		
BID DATE: 20-Dec-16		BIDDERS ----->							
PROJECT # 200-12748-15002		6 BIDDERS							
ENR		0 ITEMS							
ITEM NO.	ITEM DESCRIPTION	QTY.	UNIT	UNIT PRICE	BIDDER'S AMOUNT	COMPUTED AMOUNT	UNIT PRICE	BIDDER'S AMOUNT	COMPUTED AMOUNT
1027060	Utility Relocation Allowance	15,000	Dlr	\$1.00	\$15,000.00	\$15,000.00	\$1.00	\$15,000.00	\$15,000.00
1027051	Audiovisual Tape Coverage	1	LS	\$1,500.00	\$1,500.00	\$1,500.00	\$2,875.00	\$2,875.00	\$2,875.00
1500001	Mobilization, Max. 5% of construction	1	LS	\$21,392.00	\$21,392.00	\$21,392.00	\$28,750.00	\$28,750.00	\$28,750.00
2010001	Clearing	0.25	Acre	\$4,800.00	\$1,200.00	\$1,200.00	\$14,375.00	\$3,593.75	\$3,593.75
2020002	Tree, Rem, 19 inch to 36 inch	2	Ea	\$750.00	\$1,200.00	\$1,500.00	\$2,817.50	\$5,635.00	\$5,635.00
2020004	Tree, Rem, 6 inch to 18 inch	11	Ea	\$325.00	\$3,575.00	\$3,575.00	\$517.50	\$5,692.50	\$5,692.50
2030001	Culv, Rem, Less than 24 inch	3	Ea	\$600.00	\$1,800.00	\$1,800.00	\$287.50	\$862.50	\$862.50
2030005	Culv, End, Rem, Less than 24 inch	1	Ea	\$125.00	\$125.00	\$125.00	\$402.50	\$402.50	\$402.50
2030011	Dr Structure, Rem	2	Ea	\$250.00	\$500.00	\$500.00	\$1,725.00	\$3,450.00	\$3,450.00
2030015	Sewer, Rem, Less than 24 inch	206	Ft	\$20.00	\$4,120.00	\$4,120.00	\$34.50	\$7,107.00	\$7,107.00
2040025	Fence, Rem	20	Ft	\$5.00	\$100.00	\$100.00	\$17.25	\$345.00	\$345.00
2040050	Pavt, Rem	62	Syd	\$6.00	\$372.00	\$372.00	\$17.25	\$1,069.50	\$1,069.50
2040055	Sidewalk, Rem	937	Syd	\$6.00	\$5,622.00	\$5,622.00	\$9.20	\$8,620.40	\$8,620.40
2040080	Exploratory Investigation, Vertical	50	Ft	\$40.00	\$2,000.00	\$2,000.00	\$287.50	\$14,375.00	\$14,375.00
2080012	Erosion Control, Check Dam, Stone	50	Ft	\$24.00	\$1,200.00	\$1,200.00	\$92.00	\$4,600.00	\$4,600.00
2080016	Erosion Control, Gravel Access Approach	3	Ea	\$1,000.00	\$3,000.00	\$3,000.00	\$3,335.00	\$10,005.00	\$10,005.00
2080024	Erosion Control, Inlet Protection, Sediment Trap	10	Ea	\$130.00	\$1,300.00	\$1,300.00	\$178.25	\$1,782.50	\$1,782.50
2080026	Erosion Control, Maintenance, Sediment Removal	35	Cyd	\$15.00	\$525.00	\$525.00	\$97.75	\$3,421.25	\$3,421.25
2080034	Erosion Control, Sediment Trap	5	Ea	\$200.00	\$1,000.00	\$1,000.00	\$287.50	\$1,437.50	\$1,437.50
2080036	Erosion Control, Silt Fence	2,000	Ft	\$2.25	\$4,500.00	\$4,500.00	\$3.45	\$6,900.00	\$6,900.00
2090001	Project Cleanup	1	LS	\$2,200.00	\$2,200.00	\$2,200.00	\$17,250.00	\$17,250.00	\$17,250.00
3020020	Aggregate Base, 8 inch	3,829	Syd	\$18.60	\$71,219.40	\$71,219.40	\$11.50	\$44,033.50	\$44,033.50
4010012	Culv End Sect, 12 inch	13	Ea	\$225.00	\$2,925.00	\$2,925.00	\$862.50	\$11,212.50	\$11,212.50
4010015	Culv End Sect, 15 inch	1	Ea	\$240.00	\$240.00	\$240.00	\$920.00	\$920.00	\$920.00
4010607	Culv, CI F, 12 inch	104	Ft	\$39.00	\$4,056.00	\$4,056.00	\$69.00	\$7,176.00	\$7,176.00
4011109	Dr Marker Post	5	Ea	\$60.00	\$300.00	\$300.00	\$287.50	\$1,437.50	\$1,437.50
4017001	Culvert Cleanout	443	Ft	\$4.83	\$2,139.69	\$2,139.69	\$28.75	\$12,736.25	\$12,736.25
4020033	Sewer, CI A, 12 inch, Tr Det B	141	Ft	\$30.00	\$4,230.00	\$4,230.00	\$57.50	\$8,107.50	\$8,107.50
4020034	Sewer, CI A, 15 inch, Tr Det B	116	Ft	\$32.00	\$3,712.00	\$3,712.00	\$63.25	\$7,337.00	\$7,337.00
4020035	Sewer, CI A, 18 inch, Tr Det B	176	Ft	\$38.00	\$6,688.00	\$6,688.00	\$65.55	\$11,536.80	\$11,536.80
4020036	Sewer, CI A, 24 inch, Tr Det B	105	Ft	\$55.00	\$5,775.00	\$5,775.00	\$74.75	\$7,848.75	\$7,848.75
4020602	Sewer, CI E, 18 inch, Tr Det B	59	Ft	\$48.00	\$2,832.00	\$2,832.00	\$63.25	\$3,731.75	\$3,731.75
4021275	Video Taping Sewer and Culv Pipe	701	Ft	\$2.25	\$1,577.25	\$1,577.25	\$5.75	\$4,030.75	\$4,030.75
4030005	Dr Structure Cover, Adj, Case 1	2	Ea	\$400.00	\$800.00	\$800.00	\$517.50	\$1,035.00	\$1,035.00
4030006	Dr Structure Cover, Adj, Case 2	9	Ea	\$300.00	\$2,700.00	\$2,700.00	\$402.50	\$3,622.50	\$3,622.50
4030010	Dr Structure Cover, Type B	9	Ea	\$550.00	\$4,950.00	\$4,950.00	\$402.50	\$3,622.50	\$3,622.50
4030040	Dr Structure Cover, Type G	1	Ea	\$450.00	\$450.00	\$450.00	\$517.50	\$517.50	\$517.50
4030118	Dr Structure Lead, Cleaning, 18 inch	200	Ft	\$5.25	\$1,050.00	\$1,050.00	\$11.50	\$2,300.00	\$2,300.00
4030124	Dr Structure Lead, Cleaning, 24 inch	60	Ft	\$17.00	\$1,020.00	\$1,020.00	\$11.50	\$690.00	\$690.00
4030200	Dr Structure, 24 inch dia	1	Ea	\$1,330.00	\$1,330.00	\$1,330.00	\$2,530.00	\$2,530.00	\$2,530.00
4030210	Dr Structure, 48 inch dia	7	Ea	\$2,000.00	\$14,000.00	\$14,000.00	\$5,175.00	\$36,225.00	\$36,225.00
4030220	Dr Structure, 60 inch dia	1	Ea	\$3,400.00	\$3,400.00	\$3,400.00	\$7,475.00	\$7,475.00	\$7,475.00
4030280	Dr Structure, Adj, Add Depth	8	Ft	\$278.00	\$2,224.00	\$2,224.00	\$920.00	\$7,360.00	\$7,360.00
4030290	Dr Structure, Cleaning	4	Ea	\$235.00	\$940.00	\$940.00	\$920.00	\$3,680.00	\$3,680.00
4030318	Dr Structure, Tap, 18 inch	1	Ea	\$750.00	\$750.00	\$750.00	\$920.00	\$920.00	\$920.00
5010005	HMA Surface, Rem	135	Syd	\$9.00	\$1,215.00	\$1,215.00	\$11.50	\$1,552.50	\$1,552.50
8010007	Driveway, Nonreinf Conc, 8 inch	163	Syd	\$60.00	\$9,780.00	\$9,780.00	\$54.05	\$8,810.15	\$8,810.15
8030010	Detectable Warning Surface	60	Ft	\$35.00	\$2,100.00	\$2,100.00	\$40.25	\$2,415.00	\$2,415.00
8030034	Sidewalk Ramp, Conc, 4 inch	1,128	Sft	\$7.00	\$7,896.00	\$7,896.00	\$6.90	\$7,783.20	\$7,783.20
8030044	Sidewalk, Conc, 4 inch	640	Sft	\$6.00	\$3,840.00	\$3,840.00	\$4.60	\$2,944.00	\$2,944.00
8060030	Shared use Path, Grading	2,853	Ft	\$22.00	\$62,766.00	\$62,766.00	\$17.25	\$49,214.25	\$49,214.25
8070095	Post, Mailbox	5	Ea	\$100.00	\$500.00	\$500.00	\$230.00	\$1,150.00	\$1,150.00
8100371	Post, Steel, 3 lb	240	Ft	\$6.00	\$1,440.00	\$1,440.00	\$6.90	\$1,656.00	\$1,656.00
8100402	Sign, Type III, Erect, Salv	4	Ea	\$75.00	\$300.00	\$300.00	\$86.25	\$345.00	\$345.00
8100403	Sign, Type III, Rem	4	Ea	\$25.00	\$100.00	\$100.00	\$28.75	\$115.00	\$115.00
8100404	Sign, Type IIIA	38	Sft	\$16.00	\$608.00	\$608.00	\$18.40	\$699.20	\$699.20
8100405	Sign, Type IIIB	30	Sft	\$16.75	\$502.50	\$502.50	\$19.55	\$586.50	\$586.50
8110041	Pavt Mrkg, Ovly Cold Plastic, 12 inch, Crosswalk	330	Ft	\$5.50	\$1,815.00	\$1,815.00	\$5.75	\$1,897.50	\$1,897.50
8120012	Barricade, Type III, High Intensity, Double Sided, Lighted, Furn	4	Ea	\$85.00	\$340.00	\$340.00	\$97.75	\$391.00	\$391.00
8120013	Barricade, Type III, High Intensity, Double Sided, Lighted, Oper	4	Ea	\$0.01	\$0.04	\$0.04	\$1.15	\$4.60	\$4.60
8120022	Barricade, Type III, High Intensity, Lighted, Furn	6	Ea	\$75.00	\$450.00	\$450.00	\$86.25	\$517.50	\$517.50
8120023	Barricade, Type III, High Intensity, Lighted, Oper	6	Ea	\$0.01	\$0.06	\$0.06	\$1.15	\$6.90	\$6.90
8120140	Lighted Arrow, Type C, Furn	2	Ea	\$400.00	\$800.00	\$800.00	\$460.00	\$920.00	\$920.00
8120141	Lighted Arrow, Type C, Oper	2	Ea	\$25.00	\$50.00	\$50.00	\$1.15	\$2.30	\$2.30
8120170	Minor Traf Devices	1	LS	\$30,000.00	\$30,000.00	\$30,000.00	\$5,750.00	\$5,750.00	\$5,750.00
8120250	Plastic Drum, High Intensity, Furn	75	Ea	\$18.00	\$1,350.00	\$1,350.00	\$20.70	\$1,552.50	\$1,552.50
8120251	Plastic Drum, High Intensity, Oper	75	Ea	\$0.01	\$0.75	\$0.75	\$1.15	\$86.25	\$86.25
8120310	Sign Cover	5	Ea	\$50.00	\$250.00	\$250.00	\$57.50	\$287.50	\$287.50
8120350	Sign, Type B, Temp, Prismatic, Furn	325	Sft	\$5.00	\$1,625.00	\$1,625.00	\$57.50	\$1,868.75	\$1,868.75
8120351	Sign, Type B, Temp, Prismatic, Oper	325	Sft	\$0.01	\$3.25	\$3.25	\$1.15	\$373.75	\$373.75
8120352	Sign, Type B, Temp, Prismatic, Special, Furn	75	Sft	\$10.00	\$750.00	\$750.00	\$11.50	\$862.50	\$862.50
8120353	Sign, Type B, Temp, Prismatic, Special, Oper	75	Sft	\$0.01	\$0.75	\$0.75	\$1.15	\$86.25	\$86.25
8120370	Traffic Regulator Control	1	LS	\$16,000.00	\$16,000.00	\$16,000.00	\$14,375.00	\$14,375.00	\$14,375.00
8130010	Riprap, Plain	80	Syd	\$125.00	\$10,000.00	\$10,000.00	\$69.00	\$5,520.00	\$5,520.00
8160101	Slope Restoration, Type B	8,206	Syd	\$4.00	\$32,824.00	\$32,824.00	\$5.75	\$47,184.50	\$47,184.50
8210010	Monument Preservation	2	Ea	\$600.00	\$1,200.00	\$1,200.00	\$517.50	\$1,035.00	\$1,035.00
8210020	Protect Corners	2	Ea	\$400.00	\$800.00	\$800.00	\$517.50	\$1,035.00	\$1,035.00
CONCRETE									
8060020	Shared use Path, Conc	3,029	Syd	\$26.00	\$78,754.00	\$78,754.00	\$29.90	\$90,567.10	\$90,567.10
ASPHALT									
8060040	Shared use Path, HMA	602	Ton	\$105.00	\$63,210.00	\$63,210.00	\$110.25	\$66,370.50	\$66,370.50
TOTALS -----> ALTERNATE A						\$479,899.69		\$584,854.50	\$601,673.65
TOTALS -----> ALTERNATE B						\$464,355.69		\$580,658.30	\$577,477.05
BID SECURITY (5% MINIMUM) ADDENDA ACKNOWLEDGED REMARKS					Yes Yes		Yes Yes	Addition Error - Item No. 8120350	

NORTHFIELD TOWNSHIP

8350 Main St.

734-449-2880

Richard Yaeger
3460 Saddle Ridge Farms
Highland, Mi. 48357
248-417-5077
ryaeger2@comcast.net

February 8, 2017

Marlene Chockley
Supervisor
Northfield Township
8350 Main St.
Whitmore Lake, Mi. 48189

Dear Marlene,

Please accept this letter as formal notification that I am resigning from my position as Controller with Northfield Township. My last day will be March 3, 2017.

Thank you so much for the opportunity to work in this position for the past 9 years. I've greatly enjoyed and appreciated the opportunities I've had to help manage the township from a financial standpoint, and I've learned quite a bit about Governmental Accounting and General Law Township protocols, all of which I will take with me throughout my career.

During my last 4 weeks, I'll do everything possible to wrap up my duties and train other team members. I will also offer up a few Saturdays to come in and prepare the Tax Settlement which needs to be done in March and help put together a good budget for the coming Fiscal 2017-2018 year. Please let me know if there's anything else I can do to aid during the transition.

I wish the township continued success, and I hope to stay in touch in the future.

Sincerely,

Richard Yaeger

Cc: Northfield Township Board Members
Northfield Township Library
Police Department
Fire Department
WWTP
Northfield Township Community Center

NORTHFIELD TOWNSHIP BOARD

Meeting Dates for 2017

January	10 & 24
February	14 & 28
March	14 & 28
April	11 & 25
May	9 & 23
June	13 & 27
July	11 & 25
August	8 & 22
September	12 & 26
October	10 & 24
November	14 & 28
December	12 (No meeting the 4 th week of December due to the holidays)

MEMO

TO: Northfield Township Board of Trustees
FROM: Patrick Sloan, AICP; Senior Principal Planner
SUBJECT: Proposed Amendments to the Northfield Township Zoning Ordinance
DATE: February 7, 2017

At the December 7, 2016 Planning Commission meeting, the Planning Commission held a duly noticed public hearing on several amendments to the Northfield Township Zoning Ordinance text and Zoning Map, and adopted a motion to recommend approval to the Northfield Township Board of Trustees. These amendments are summarized as follows:

- A.** Repeal the Enterprise Service (ES) District and rezone all ES parcels to General Commercial (GC).
- B.** Repeal the Highway Commercial (HC) District and rezone all HC parcels to GC.
- C.** Amend the Permitted Uses and Conditional Uses in the GC District to include the Permitted and Conditional Uses of the ES and HC District that are not currently included in the GC District.
- D.** Delete the Floor Area Ratio Requirements of the GC District.
- E.** Revise the Permitted Uses in the Local Commercial (LC) District.
- F.** Revise the Permitted Uses and Conditional Uses in the Residential/Office (RO) District.
- G.** Revise the screening standards for the outdoor Storage of Materials use.
- H.** Revise the standards for the Outdoor Seating and/or Service use.

The Planning Commission started working on these amendments several months ago with the goal of reducing the number of commercial zoning districts, simplifying the use standards, and adding new provisions based on the intent of the Zoning Ordinance and sound planning practices.

At the December 7, 2016 public hearing, a concern was raised by a property owner in the HC district that eliminating the HC district (where hotels, automotive service stations, and minor repair of vehicles are a Permitted Use) and keeping these uses as Conditional Uses in the GC district would be unfavorable to property owners in the HC district. After deliberating on this concern, the Planning Commission decided to keep these uses as Conditional Uses in the GC district but to revise Section 36-390 make these uses Permitted Uses if they are located within a one-half mile radius from a freeway interchange measured from the point at which the 2 roads intersect. After making this amendment, the Planning Commission adopted a motion to recommend approval of the amendments to the Township Board of Trustees.

At the January 10, 2017 Township Board of Trustees meeting, the Township Board considered the proposed amendments and asked several questions. After discussing the reasons why

hotels, automotive service stations, and minor repair of vehicles were Permitted Uses if they are located within a one-half mile radius from a freeway interchange, the Township Board expressed concerns that a lot of land currently zoned GC would allow these uses as Permitted Uses if the amendments were adopted in their current form. As a result, the Township Board adopted a motion to remand the proposed amendments back to the Planning Commission for more findings and discussion regarding the impact of allowing these 3 uses as Permitted Uses in many areas currently zoned GC.

At the February 1, 2017 Planning Commission meeting, the Planning Commission considered the request of the Township Board and decided to withdraw the changes that it made to Section 36-390 of the proposed amendments at the December 7, 2016 meeting. As a result, the Planning Commission adopted a motion recommending approval of the Zoning Ordinance amendments that were presented to it at the December 7, 2016 public hearing. Therefore, hotels, automotive service stations, and minor repair of vehicles will remain as Conditional Uses in all areas of the GC.

A detailed description and rationale for these amendments is as follows:

A. Repeal the Enterprise Service (ES) District and rezone all ES parcels to General Commercial (GC).

The existing ES district is located on the west side of Main Street between Horseshoe Lake and Whitmore Lake and has only 11 parcels. The Planning Commission considered the impact of this change, taking into consideration the following aspects:

1. **Land Use.** If the ES district is repealed and all existing ES parcels are rezoned to GC, the following issues must be resolved:
 - a. What uses are currently allowed in both ES and GC, which would require no change?
 - b. What uses are currently allowed in ES that are prohibited in GC?
 - c. What uses are currently prohibited in ES that are allowed in GC?

A table of uses is enclosed that classifies all of the uses based on **a**, **b**, and **c** above for simplicity. While **a** requires no, or few, changes and **b** applies to only 3 land uses where we provide recommendations, **c** includes new uses that would be introduced into the current ES district area.

2. **Master Plan.** The Master Plan classifies the current ES-zoned area as Mixed Use (MU) on the Future Land Use map of the Master Plan. Because GC is among the recommended zoning districts of the MU Future Land Use area, rezoning ES-zoned parcels with a future land use classification of MU to GC would be consistent with the Master Plan.

3. Regulations and Standards. The following is a summary of the non-use differences between the ES and GC districts.

	GC	ES
Min. Lot Area	1 acre; 10,000 sq. ft. for planned shopping centers with sanitary sewer.	1 acre; 20,000 sq. ft. for lots with sanitary sewer.
Min. Lot Width	150 feet; 80 feet for lots with sanitary sewer.	150 feet; 80 feet for lots with sanitary sewer.
Max. Lot Coverage	25%	25%
Max. Floor Area Ratio	80%	60%
Min. Front Yard Setback	35 feet	85 feet
Min. Side Yard Setback	20 feet; 35 feet for side yards abutting a road or street side.	20 feet; 35 feet for side yards abutting a road or street side.
Min. Rear Yard Setback	20 feet	35 feet
Max. Height	45 feet	45 feet

If sanitary sewer is available in the current ES area, then rezoning the parcels to GC would allow a smaller lot size and could result in additional lots. However, because the ES area is mostly developed, it is unlikely that several more lots would be created.

Finally, lowering the front yard setback and rear yard setback to 35 feet and 20 feet, respectively, will allow for structures closer to the front and rear lot lines. Because there is an SR-1 district adjacent to the north side of the current ES district (SR-1 setback requirements are 35 feet in the front yard and 20 feet in the rear yard), the GC district standards are appropriate along this area of Main Street.

4. Standards Currently Applicable Only to ES. Aside from the ES District (Article XX), the only other areas of the Zoning Ordinance that specifically mention the ES district are Section 36-793(a) and (c). These sub-sections include sign standards, and the ES district is mentioned along with the GC district in the particular standards. Therefore, if the ES district is repealed and the current ES parcels are rezoned to GC, the sign standards would not change.

B. Repeal the Highway Commercial (HC) District and rezone all HC parcels to General Commercial (GC).

The existing HC district is located in the following 3 areas of the township: (1) around the Six Mile Road interchange; (2) around the Eight Mile Road interchange; and (3) a small area just south of the current ES zoning district on the west side of Main Street. The Planning Commission considered the impact of this change, taking into consideration the following aspects:

1. **Land Use.** If the HC district is repealed and all existing HC parcels are rezoned to GC, the following issues must be resolved:
 - a. What uses are currently allowed in both HC and GC, which would require no change?
 - b. What uses are currently allowed in HC that are prohibited in GC?
 - c. What uses are currently prohibited in HC that are allowed in GC?

The table of uses is enclosed which classifies all of the uses based on **a**, **b**, and **c** above for simplicity. The uses listed in category **a** all have the same regulations, with only a few of the uses written in different text. We think the differences in language are relatively minor and are easily resolved. Category **b** applies to only 4 land uses and includes the uses permitted in HC that are conditional uses in GC. Category **c** includes new uses that would be introduced into the current ES district area.

2. **Master Plan.** The Master Plan shows Highway Commercial as a future land use category but not General Commercial. Most of the land zoned GC has either Village Center – Mixed Use (VC) or Mixed Use (MU) as its future land use designation, and most of the land zoned as HC also has VC or MU as its future land use designation. Therefore, rezoning HC-zoned parcels with a future land use classification of VC or MU to GC would be consistent with the Master Plan.

The only HC-zoned parcels with a future land use classification of Highway Commercial are around the Barker Road interchange at US-23. Although the HC district corresponds to Highway Commercial future land use, absorbing the HC district into the GC district would be consistent with the Master Plan because the zoning regulations of GC and HC are very similar. Therefore, the current GC district fulfills the goals of the Highway Commercial future land use classification of the Master Plan.

3. **Regulations and Standards.** The following is a summary of the schedule of regulations for the GC and HC districts:

	GC	HC
Min. Lot Area	1 acre; 10,000 sq. ft. for planned shopping centers with sanitary sewer.	1 acre; 10,000 sq. ft. for lots with sanitary sewer.
Min. Lot Width	150 feet; 80 feet for lots with sanitary sewer.	150 feet; 80 feet for lots with sanitary sewer.
Max. Lot Coverage	25%	25%
Max. Floor Area Ratio	80%	60%
Min. Front Yard Setback	35 feet	35 feet

Min. Side Yard Setback	20 feet; 35 feet for side yards abutting a road or street side.	20 feet; 35 feet for side yards abutting a road or street side.
Min. Rear Yard Setback	20 feet	20 feet
Max. Height	45 feet	35 feet

Although the height would increase from 35 feet to 45 feet, most developments would likely continue to be one story for non-regulatory reasons.

- 4. Standards Currently Applicable Only to HC.** Aside from Article XV, the only other areas of the Zoning Ordinance to specifically mention the HC district are Section 36-727 (Large scale retail establishments), Section 36-793 (Signs permitted in business and industrial districts), and Section 36-794 (Billboards). Billboards are currently allowed in HC and in the industrial zoning districts. There are no known billboards currently on any property zoned HC in the Township based on our review of Washtenaw County GIS aerial images, so rezoning to GC will have no impact on these parcels.

C. Amend the Permitted Uses and Conditional Uses in the GC District to Include the Permitted and Conditional Uses of the ES and HC District that are Not Currently included in the GC District.

Please refer to the enclosed tables that include this analysis and the Planning Commission’s recommendations.

D. Delete the Floor Area Ratio Requirements (FAR) of the GC District.

The current FAR requirement of the GC District is 80%, which means that the sum of all floor areas cannot exceed 80% of the lot area. Because the GC District already includes limits on lot coverage (25%) and building height (45 feet), an FAR requirement is not necessary in the GC District.

E. Revise the Permitted Uses in the Local Commercial (LC) District.

The only significant changes proposed to the LC District are to clarify that food services and banks shall not have drive-through facilities. Currently, drive-through facilities are not permitted in the LC district because they are not listed, but we recommend being explicit. Drive-through facilities are current conditional uses in the General Commercial and Highway Commercial Districts.

F. Revise the Permitted Uses and Conditional Uses in the Residential/Office (RO) District.

The only change proposed to the RO District is to make Home Occupation uses a permitted use instead of a conditional use. Most of the land uses in the RO District are currently single-family residential and abut other residential districts and uses. Because these areas have the potential to transition to nonresidential uses, the RO District provides an opportunity for these transitions while still maintaining compatibility with

adjacent residential land uses. Home occupations are permitted uses in all other single-family residential districts, so it is reasonable and appropriate to also have them as permitted uses in the RO.

G. Revise the Screening Standards for the Outdoor Storage of Materials Use.

As the Planning Commission was reviewing how to regulate outdoor storage uses currently operating in the ES district, the Planning Commission also reviewed the outdoor storage regulations of Sections 36-701 and 36-702 to determine if the screening regulations are adequate. After reviewing the outdoor storage and screening regulations of Section 36-701, the Planning Commission recommend that the general outdoor storage regulations of Section 36-701(4) be amended to provide for better screening performance for outdoor storage uses in general.

Currently, Section 36-701(4) requires outdoor storage areas to be screened with wood or masonry materials at least six (6) feet in height, meaning that all outdoor storage areas must be surrounded by a solid wall or fence. Although solid walls or fences ensure immediate screening, they can become unsightly if they are constructed with unattractive materials or improperly maintained. Therefore, we recommend instead that a staggered double row of evergreen trees at least eight (8) feet in height and spaced fifteen (15) feet on center at the time of planting be required around the perimeter of outdoor storage areas. We also recommend that the Planning Commission reserve the right to require a fence or wall and to modify or waive the evergreen screening requirements if there is adequate existing vegetation. At the same time, we recommend that the Planning Commission reserve the right to limit the height of materials stored.

The proposed amendments require the landscape plan to be prepared by a registered landscape architect and that the species of evergreen trees must meet the requirements of Section 36-722(n)(1) of the Zoning Ordinance, which lists the Fir, Spruce, Pine, Hemlock, and Douglas Fir as acceptable species. Also, the species of large evergreen shrubs must meet the requirements of Section 36-722(n)(5) of the Zoning Ordinance, which lists 5 species of Yew, 2 species of Juniper, and 1 species of Pine as an acceptable large evergreen shrub for screening purposes. Please note that the proposed screening requirements of Section 36-701(4)(d) only require the planting of large evergreen shrubs where the bottom branches of evergreen trees have been removed or to not create the required screen.

Finally, because of the existing number of businesses along US-23 that have outdoor storage, we recommend revising Section 36-701(4) to allow the Planning Commission to approve outdoor storage in the front yard adjacent to US-23, provided all setback requirements are met.

H. Revise the Standards for the Outdoor Seating and/or Service Use.

In addition to adding outdoor dining as a permitted use within the General Commercial (GC) district, we recommend that additional development standards be adopted that would apply to all outdoor dining uses. Currently, the outdoor dining standards are mostly at the discretion of the Planning Commission, which can lead to different standards for similar uses over the long run. The standards recommended by the Planning Commission include uniform provisions for location, access, hours of operation, noise, and other on-site and off-site impacts. The proposed standards are based on our review of successful outdoor dining regulations in other communities, and they will provide more predictability for both the Township and applicants.

If you have any questions about these amendments, please contact me anytime.

ORDINANCE NO. 17-53

NORTHFIELD TOWNSHIP, WASHTENAW COUNTY MI

AN ORDINANCE OF THE BOARD OF TRUSTEES OF NORTHFIELD TOWNSHIP, MICHIGAN REPEALING THE HC-HIGHWAY COMMERCIAL DISTRICT, REPEALING THE ES-ENTERPRISE SERVICE DISTRICT, REZONING ALL EXISTING PARCELS ZONED HC AND ES TO THE GC-GENERAL COMMERCIAL DISTRICT, AMENDING THE PERMITTED USES AND CONDITIONAL USES OF THE GC DISTRICT, REPEALING THE FLOOR AREA RATIO STANDARDS OF THE GC DISTRICT, REVISING USE STANDARDS IN THE LC-LOCAL COMMERCIAL DISTRICT AND RO-RESIDENTIAL/OFFICE DISTRICTS, REMOVING REFERENCES TO THE HC DISTRICT AND ES DISTRICT FROM THE GENERAL PROVISIONS AND SIGN REGULATIONS, REVISING THE STANDARDS FOR STORAGE OF MATERIALS, AND REVISING THE STANDARDS FOR OUTDOOR SEATING AND/OR SERVICE.

Whereas, the Planning Commission deems it necessary and in the interest of the public to eliminate the HC-Highway Commercial District and ES-Enterprise Service District regulations, rezone all existing parcels zoned HC and ES to GC-General Commercial, amend the permitted uses and conditional uses of the GC-General Commercial District, amend the permitted uses and conditional uses of the GC District, repeal the Floor Area Ratio standards of the GC District, revise use standards in the LC-Local Commercial District and RO-Residential/Office District, remove references to the HC District and ES District from the General Provisions and Sign Regulations, revise the standards for Storage of Materials, and revise the standards for Outdoor Seating and/or Service;

Whereas, at its meeting on December 7, 2016, the Planning Commission held a public hearing and adopted motions recommending approval of the following amendments;

Now, therefore, be it ordained by the Northfield Township Board of Trustees that the Zoning Ordinance and Zoning Map be amended as follows:

Section 1: Article XV, HC-Highway Commercial District Section 36-413 until Section 36-416 be deleted in its entirety.

Section 2: Rezone the following Parcels from HC-Highway Commercial to GC-General Commercial:

- Parcel B-02-06-100-001, 435 W. Eight Mile Rd.
- Parcel B-02-05-220-005, 9989 Main St.
- Parcel B-02-05-222-001, 9977 Main St.
- Parcel B-02-05-222-002, 9967 Main St.
- Parcel B-02-05-222-003, 9963 Main St.
- Parcel B-02-05-222-004, No address Main St.
- Parcel B-02-05-223-007, 9893 Main St. (rezone northwest side of Main St. only)
- Parcel B-02-06-105-023, No address Main St.
- Parcel B-02-08-327-003, 8405 Main St.
- Parcel B-02-08-327-013, 8365 Main St.
- Parcel B-02-08-327-017, 8345 Main St.
- Parcel B-02-18-100-020, 66 Six Mile Rd.

- Parcel B-02-17-300-017, 300 Six Mile Rd.
- Parcel B-02-17-300-018, 284 Six Mile Rd.
- Parcel B-02-18-180-007, 7848 Coyle Rd.
- Parcel B-02-18-180-003, 24 Delaware Rd.
- Parcel B-02-18-180-002, 30 Delaware Rd.
- Parcel B-02-18-180-001, No address Maplegrove Dr.
- Parcel B-02-18-180-006, No address Maplegrove Dr.
- Parcel B-02-18-180-008, No address Coyle Rd.
- Parcel B-02-18-180-005, No address Coyle Rd.
- Parcel B-02-18-185-002, No address Coyle Rd.
- Parcel B-02-18-185-001, No address Maplegrove Dr.
- Parcel B-02-18-185-003, No address Coyle Rd.
- Parcel B-02-18-185-004, 7806 Coyle Rd.
- Parcel B-02-18-190-001, No address Six Mile Rd.
- Parcel B-02-18-190-002, No address Coyle Rd.

Section 3: Article XX, ES-Enterprise Service District Section 36-562 until Section 36-565 be deleted in its entirety.

Section 4: Rezone the following Parcels from ES–Enterprise Service to GC-General Commercial:

- Parcel B-02-08-250-022, 8761 and 8769 Main St.
- Parcel B-02-08-250-011, 8737 and 8741 Main St.
- Parcel B-02-08-250-012, 8725 and 8735 Main St.
- Parcel B-02-08-250-018, 8715 and 8719 Main St.
- Parcel B-02-08-250-021, No address Main St.
- Parcel B-02-08-250-020, 8711 Main St.
- Parcel B-02-08-250-015, 8633 Main St.
- Parcel B-02-08-250-016, 8505 Main St.
- Parcel B-02-08-250-017, 8475 Main St.
- Parcel B-02-08-327-001, 8445 Main St.
- Parcel B-02-08-327-002, 8425 Main St.

Section 5: Article XIV, GC – General Commercial District, Section 36-390, Permitted Uses be amended by adding the following:

8) Funeral Establishments, mortuary

9) Restaurants serving alcoholic beverages, provided that the gross receipts thereof derived from the sale of food and other goods and services exceed 50 percent of the total gross receipts.

10) Outdoor seating and/or service when associated with a restaurant subject to the requirements of section 36-735.

11) Indoor contractor wholesale supply when in conjunction with general retail sales of items including indoor storage of electrical, plumbing, lumber, and/or garden supplies.

Section 6: Article XIV, GC – General Commercial District, Section 36-391, Conditional Uses be amended by deleting Section 36-391(1) through (24) and the substitution of following provisions in their place and stead:

(1) Bars or establishments principally used for the sale of beer, wine or intoxicating liquor for consumption on the premises, subject to the requirements of section 36-710.

(2) Hotel, motel, tourist home and boarding and rooming house.

(3) Animal hospital or clinic.

(4) Open air display area for the sale of manufactured products, such as or similar to garden furniture, earthenware, hardware items and nursery stock, or the rental of manufactured products or equipment, small tools, pneumatic-tired two-wheeled and four-wheeled utility trailers, pneumatic-tired cement mixers, wheelbarrows, rollers and similar products or equipment. Displays must be located behind all setback lines and shall be related to the principal use of the site. Open air displays shall meet the requirements of Section 36-701.

5) Automotive service station, including minor repair services, subject to the requirements of section 36-712.

(6) Boat sales and marinas.

(7) One dwelling unit within the principal building or structure for security purposes only, provided that the dwelling unit is accessory to the principal use.

(8) Mini-warehousing, subject to the requirements of section 36-736.

(9) Lots for the sale of used cars, used farm machinery, and other used vehicles and equipment, when not sold in conjunction with sales of new cars, machinery, vehicles, or equipment. Display of any vehicles shall not be within street right-of-way, in any required side or rear yard, or in any required transition strip.

(10) Minor repair of vehicles, provided all work, materials, equipment, and waste products shall be contained within a completely enclosed building, subject to the requirements of section 36-712.

(11) Drive-through facilities for a use permitted in the GC district, subject to the requirements of section 36-737.

(12) Temporary outdoor sales, subject to the requirements of section 36-734.

(13) Indoor and outdoor commercial recreation facilities, including theaters (indoor or drive-in), racket clubs, bowling alleys, miniature golf courses, commercial swimming pools, skating rinks.

(14) Controlled uses as defined in section 36-710.

(15) Child care facilities.

(16) Commercial communications apparatus, if located on existing commercial communications or electrical towers, or other existing appropriate structure, and subject to the provisions of section 36-720, in addition to the requirements of article XXVII (conditional uses) of this chapter.

(17) Sexually oriented businesses, as defined within section 36-721 and subject to the requirements of sections 36-721 and 36-710.

(18) A church, synagogue, cathedral, mosque, temple or other building used for public worship.

(19) A cemetery.

(20) Hospitals, nursing homes, and sanitariums.

Section 7: Article XIV, GC – General Commercial District, Section 36-392, Regulations and Standards be amended by deleting Section 36-392(4) (Floor Area Ratio) in its entirety and renumbering subsequent subsections in Section 36-392 and references thereto accordingly.

Section 8: Article XIII, LC – Local Commercial District, Section 36-363, Permitted Uses be amended by deleting Section 36-363(2) and (3) and the substitution of following provisions in their place and stead:

(2) Food services including grocery, meat market, bakery, restaurant, delicatessen, and fruit market, and similar self-serve units but not including any business of a drive-in or drive-through type.

(3) Personal services, including barber shops and beauty salons, medical and dental clinics, music studios, banks and saving and loan associations (without drive-through facilities) and other similar uses.

Section 9: Article III, General Provisions, Section 36-49, Regulations and Standards be amended by deleting Section 36-49(11) (HC-Highway Commercial District) and (15) (ES-Enterprise Service District) in their entirety and renumbering subsequent subsections in Section 36-49 accordingly.

Section 10: Article XVI, RO – Residential/Office District, Section 36-447, Permitted Uses be amended by adding the following:

(6) Home occupations, subject to the requirements of Section 36-64.

Section 11: Article XVI, RO – Residential/Office District, Section 36-448, Conditional Uses be amended by deleting Section 36-448(a)(6) (Home Occupations) and renumbering subsequent subsections in Section 36-448 accordingly.

Section 12: Article XXVI, Sign Regulations, Section 36-793, Signs Permitted in Business and Industrial Districts be amended by deleting the introductory paragraph of Section 36-793(a) and the substitution of the following provisions in its place and stead:

(a) A sign, except billboards, which shall be regulated as set forth in section 36-794, in LC, GC, RO, WLD-D, WLD-NV, WLD-W, and RTM districts, is permitted only where it identifies an enterprise occupying the same lot upon which the sign is located and shall conform to the following regulations:

Section 13: Article XXVI, Sign Regulations, Section 36-793, Signs Permitted in Business and Industrial Districts be amended by deleting Section 36-793(c) and the substitution of the following provisions in its place and stead:

(c) Banners, pennants, searchlights, balloons, or other gas-filled or fan powered figures shall be permitted at the opening of a new business or for a special event or sale in the WLD, LC, GC, RO, LI, GI, PSC, RTM, and nonresidential PUDs for a period not to exceed 14 days in any 30-day period. The days of display must be specified on the sign permit. Each of these types of signs shall require a separate permit. Six of these types of signs (occasions) shall be permitted in any one calendar year per zoning lot. Such signs shall not obstruct pedestrian or vehicular view and shall not interfere in any way with traffic flow. Banners shall have a maximum area of 32 square feet. Balloons and gas-filled or fan-powered figures shall not exceed the maximum height restrictions for the district in which they are located. The setback standards of section 36-789(2) must be met for these types of signs.

Section 14: Article XXVI, Sign Regulations, Section 36-794, Billboards (Outdoor Advertising Signs) be amended by deleting the introductory paragraph of Section 36-794 and the substitution of the following provisions in its place and stead:

Billboards shall be permitted in the LI—Limited Industrial District, RTM—Research/Technology/Manufacturing District, and the GI—General Industrial District, and shall be considered a principal use of the lot. In addition, billboards must meet the following regulations:

Section 15: Article XXIV, Supplementary Regulations and Standards, Section 36-701, Storage of Materials be amended by deleting Section 36-701(4) and the substitution of the following provisions in its place and stead:

(4) Outdoor storage of products, materials, and equipment, except vehicles owned and operated by the principal business or in conjunction with a licensed vehicle sales lot, shall be subject to the following regulations:

a. Such storage shall not be located within the area between the front face of the building, as extended across the entire width of the lot, and the street right-of-way (except where

permitted by the Planning Commission in the front yard adjacent to US-23); in any required yard setback area; or in any required transition strip.

b. Such storage shall not be located in any required parking or loading space.

c. Such storage shall be strictly and clearly incidental to the principal use and only products and materials owned or produced by the principal business, and equipment owned and operated by the principal use, shall be permitted for storage under this subsection. Such storage shall not be permitted as a principal use of a lot.

d. The area for such storage shall be screened from view on all sides by a staggered double row of evergreen trees at least eight (8) feet in height and spaced fifteen (15) feet on center at the time of planting. The species of evergreen tree species must meet the requirements of Section 36-722(n)(1). As the evergreen trees mature, a screen of six (6) feet in height shall be maintained, which shall include replacing dead or dying evergreen trees, planting additional evergreen trees where needed, or planting large evergreen shrubs (see Section 36-722(n)(5)) where the bottom branches of evergreen trees have been removed or do not create the required screen. The landscape plan meeting the requirements of this subsection must be prepared by a registered landscape architect. The Planning Commission may also require an opaque fence or masonry wall of six (6) feet in height or the height of materials stored, whichever is higher, to be constructed around the perimeter of the outdoor storage areas. Wire fences with inserted strips of metal, plastic and similar materials shall not be permitted as acceptable screening. The Planning Commission may waive or modify the evergreen screening requirements where there is existing vegetation that can be used to fulfill or supplement the requirements of this sub-section.

e. The location and size of areas for such storage, nature of items to be stored therein, and details of the enclosure, including description of materials, height, and typical elevation of the enclosure, shall be provided as part of site plan review. The Planning Commission may limit the height of materials stored based on the nature of the materials, adjacent land uses and zoning districts, visibility, and impact on public health, safety, and general welfare.

Section 16: Article XXIV, Supplementary Regulations and Standards, Section 36-735, Outdoor Seating and/or Service be amended by deleting Section 36-735(1) through (5) and the substitution of the following provisions in their place and stead:

(1) The sales and service of food and beverages outdoors shall only be permitted as incidental to a similar principal use that is indoors and adjacent to the outdoor food and beverage sales and service.

(2) Outdoor dining areas shall be located in a manner which will not interfere with visibility, vehicular or pedestrian mobility or access, and shall meet Michigan barrier-free requirements. Outdoor dining areas shall not obstruct the entrance to any building or sidewalk, nor shall they obstruct any barrier-free ramp or access aisle. If outdoor dining areas are located on a sidewalk,

a minimum five (5) foot wide unobstructed pathway shall be maintained on the sidewalk, for pedestrian traffic.

(3) Temporary food service providers, such as food card vendors (Section 36-731) are not considered outdoor dining uses.

(4) Tables and chairs must remain within a well-defined and clearly marked area, separated from vehicular traffic. In instances where there is wait staff or alcohol service, such areas must be enclosed. Enclosures shall consist of metal railing, brick walls, landscape planters or other suitable materials using decorative, dark colored wrought iron-look fencing, or other materials consistent with the color and materials of the main building. The height of any barrier or landscaping enclosure shall not exceed three feet, six inches (3'6").

(5) All furniture and fixtures shall be removed November 1 through March 31. Outdoor dining furniture and fixtures shall not be stored or stacked on the exterior of the building.

(6) No amplified music shall be permitted if there are residential lots or dwellings within 300 feet, measured from the seating area to the adjacent residential lot line. The outdoor dining area must also abide by all noise ordinance restrictions of the Township.

(7) The hours of operation for the outside dining area shall be consistent with the hours of operation of the inside restaurant.

(8) No such use shall occupy any portion of a public right-of-way.

(9) For plans showing more than 20 occupants within the outdoor dining area, the off-street parking for the use shall be computed according to the standards contained in Article XXV and/or the applicable zoning district, as indicated for the indoor portion of the use. If the plans show 20 or fewer occupants, no additional parking shall be required unless required by the Township approving authority.

(10) If the outdoor dining area is proposed as part of a site plan application, or if it contains seating for more than 20 occupants, it shall require site plan review and approval by the Planning Commission. If the outdoor dining area is proposed to be added for an existing business and contains seating for 20 or fewer occupants, a plan providing sufficient information to determine compliance with this section may be approved administratively by the Township.

(11) No such seating shall be located in a required side yard.

(12) Approval of the county health department as required.

(13) The maximum allowable seating for an outdoor seating area in excess of 20 seats shall be established as part of the conditional use permit.

Section 17: MISCELLANEOUS

If any portion of this Ordinance shall be held to be invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect the validity of any other portion of this Ordinance.

All ordinances or parts of Ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency. Provided, however, that such repeal shall be only to the extent of such inconsistency, and in all other respects the ordinances or parts of ordinances are hereby ratified, re-established and confirmed.

Section 18: Effective Date

The provisions of this Zoning Code amendment are hereby ordered to take effect eight (8) days following its publication in a newspaper of general circulation within the Township. This Ordinance is hereby declared to have been adopted by the Township Board of Trustees of the Township of Northfield in a meeting duly called and held on this 14th day of February, 2017.

**TOWNSHIP OF NORTHFIELD,
WASHTENAW COUNTY, MICHIGAN**

Marlene Chockley, Supervisor

ATTEST:

Kathleen Manley, Clerk

I, Kathleen Manley, Northfield Township Clerk, hereby certify as follows:

- A. The above Ordinance was passed by the Northfield Township Board of Trustees on the 14th day of February, 2017. The names of the members voting thereon and how each member voted was as follows:

Yeas: _____

Nays: _____

Absent: _____

- B. A true copy of the above Ordinance was published in Ann Arbor News, a newspaper circulating within the Township, on the _____ day of _____, 2017, and;

- C. The effective date of the above Ordinance is the _____ day of _____ 2017.

NORTHFIELD TOWNSHIP BOARD

By: _____

Kathleen Manley, Clerk

ARTICLE XX. ~~ES~~ ENTERPRISE SERVICE DISTRICT

Sec. 36-562. ~~Purpose.~~

- ~~(a) It is recognized by this chapter that the value to the public of designating certain areas of the township for a compatible mixture of business/service uses is represented in the employment opportunities to the citizens and the resultant economic benefits to the township. These uses are characterized by an insignificant amount of such nuisance factors as noise, heat, glare, and emission of air pollutants.~~
- ~~(b) This district has been located within the township to permit the development of this compatible mixture of business uses, to protect the adjacent residential property against the encroachment of incompatible uses, and to lessen congestion on public streets and highways. To these ends, certain uses which would function more effectively in other districts and would interfere with these activities and the purpose of this district have been excluded. This district is intended for uses which may have a functional and/or economic relationship to commercial and industrial zoning districts but not clearly definable as either. Common points of ingress and egress between adjacent parcels are encouraged.~~

~~(Ord. of 7-22-2013, § 42.01)~~

Sec. 36-563. ~~Permitted uses.~~

~~The following building and structures, and uses of parcels, lots, buildings and structures, are permitted within this district, provided that materials and equipment to be used in the principal business and products resulting from the principal business shall be stored entirely within completely enclosed buildings:~~

- ~~(1) Minor automotive repair facilities.~~
- ~~(2) Commercial recreation facilities, including indoor theaters, bowling alleys, skating rinks, racket clubs.~~
- ~~(3) Contractor wholesale supply when in conjunction with general retail sales of items, including electrical, plumbing, lumber, and/or garden supplies.~~
- ~~(4) Printing, lithographic, blueprinting and similar uses.~~
- ~~(5) Equipment services, including repair, radio and television, electrical appliance shop, plumber, electrician and other similar services and trades.~~
- ~~(6) Personal services, including barber shops and beauty salons, medical and dental clinics, music studios, banks and saving and loan associations (without drive-in facilities), and other similar uses.~~
- ~~(7) A sign, only in accordance with the regulations specified in article XXVI of this chapter.~~
- ~~(8) An accessory use, building or structure.~~
- ~~(9) Single family dwelling and any use, building or structure accessory thereto.~~

~~(Ord. of 7-22-2013, § 42.02; Ord. No. 15-39, § 1, 6-9-2015)~~

Sec. 36-564. ~~Conditional uses.~~

~~The following buildings and structures, and uses of parcels, lots, buildings and structures, are permitted subject to obtaining a conditional use permit as provided in article XXVII of this chapter:~~

- ~~(1) Automotive service stations, including minor repair service.~~
- ~~(2) Warehousing and material distribution centers; provided all products and materials are enclosed within a building.~~
- ~~(3) Mini-storage, meeting the requirements provided in section 36-364(9).~~
- ~~(4) Hospitals, nursing homes, sanitariums.~~

~~(Ord. of 7-22-2013, § 42.03)~~

~~Sec. 36-565. Regulations and standards.~~

~~The following regulations shall apply in all ES—Enterprise Service Districts:~~

- ~~(1) Lot area. No building or structure shall be established on any lot less than one acre in area, except where a lot is served with a central sanitary sewerage system, in which case there shall be provided a minimum lot area of 20,000 square feet.~~
- ~~(2) Lot width. The minimum lot width for lots served with a central sanitary sewerage system shall be 80 feet. Where a lot is not so served, the minimum lot width shall be 150 feet.~~
- ~~(3) Lot coverage. The maximum lot coverage shall not exceed 25 percent.~~
- ~~(4) Floor area ratio. The maximum floor area shall not exceed 60 percent of the lot area.~~
- ~~(5) Yard and setback requirements.
 - ~~a. Front yard. Not less than 85 feet.~~
 - ~~b. Side yards. Least width of either yard shall not be less than 20 feet; except in the case of a corner lot or parcel where the side yard on the road or street side shall not be less than 35 feet.~~
 - ~~c. Rear yard. Not less than 35 feet.~~
 - ~~d. The requirements in this subsection (5) shall apply to every lot, building or structure.~~~~
- ~~(6) Height. Except as is otherwise provided in this chapter, no building shall exceed a height of 45 feet.~~
- ~~(7) Outdoor storage. No outdoor storage of materials and equipment is permitted within this district. All such materials, equipment, and products for any permitted principal or conditional use within this district shall be stored entirely within completely enclosed buildings.~~
- ~~(8) Transition strips.
 - ~~a. On every lot in the district which abuts a lot in a recreation conservation, agricultural, and residential district, there shall be provided a transition strip. Such transition strip shall be not less than 15 feet in width, shall be provided along every lot line, except a front lot line, which abuts a lot in such districts, shall not be included as part of the yard required around a building or structure, and shall be improved, when said lot in this district is improved, with a screen, wall or hedge not less than four feet nor more than eight feet in height.~~
 - ~~b. A use or structure on any lot in this district fronting a public road, street or right-of-way shall provide, in addition to and as an integral part of any site development on the front yard, a landscaped strip of land 20 feet or more in depth; such landscaped strip to be defined by a curb, and designed to provide access to the lot and separate off-street parking areas from the public right-of-way.~~~~
- ~~(9) Required off-street parking. As required in article XXV of this chapter.~~
- ~~(10) Required site plan review. As required in article XXVIII of this chapter.~~
- ~~(11) Supplemental regulations. As required in article XXIV of this chapter.~~
- ~~(12) Single family dwellings. Single family dwellings within the ES district must adhere to the dimensional standards in section 36-218.~~

~~(Ord. of 7-22-2013, § 42.04; Ord. No. 15-39, § 1, 6-9-2015)~~

~~Secs. 36-566-562—36-593. - Reserved.~~

Sec. 36-49. - Establishment of districts.

The township is hereby divided into the following zoning districts as shown on the official zoning map, which, together with all explanatory matter shown thereon, is hereby adopted by reference and declared to be a part of this chapter.

- (1) RC—Recreation Conservation District.
- (2) AR—Agriculture District.
- (3) LR—Low Density Residential District.
- (4) SR-1—Single-Family Residential District One.
- (5) SR-2—Single-Family Residential District Two.
- (6) MR—Multiple-Family Residential District.
- (7) MHP—Mobile Home Park District.
- (8) WLD—Whitmore Lake District.
- (9) LC—Local Commercial District.
- (10) GC—General Commercial District.
- ~~(11) HC—Highway Commercial District.~~
- ~~(1211)~~ RO—Residential/Office District.
- ~~(1312)~~ LI—Limited Industrial District.
- ~~(1413)~~ GI—General Industrial District.
- ~~(15) ES—Enterprise Service District.~~
- ~~(1614)~~ PSC—Planned Shopping Center District.
- ~~(1715)~~ RTM—Research/Technology/Manufacturing District.
- ~~(1816)~~ PUD—Planned Unit Development District.

Sec. 36-793. - Signs permitted in business and industrial districts. *(introductory paragraph of (a) only)*

- (a) A sign, except billboards, which shall be regulated as set forth in section 36-794, in ~~ES~~-LC, GC, ~~HC~~-RO, WLD-D, WLD-NV, WLD-W, and RTM districts, is permitted only where it identifies an enterprise occupying the same lot upon which the sign is located and shall conform to the following regulations:

Sec. 36-793. - Signs permitted in business and industrial districts.

- (c) Banners, pennants, searchlights, balloons, or other gas-filled or fan powered figures shall be permitted at the opening of a new business or for a special event or sale in the WLD, LC, GC, ~~HC~~-RO, LI, GI, ~~ES~~-PSC, RTM, and nonresidential PUDs for a period not to exceed 14 days in any 30-day period. The days of display must be specified on the sign permit. Each of these types of signs shall require a separate permit. Six of these types of signs (occasions) shall be permitted in any one calendar year per zoning lot. Such signs shall not obstruct pedestrian or vehicular view and shall not interfere in any way with traffic flow. Banners shall have a maximum area of 32 square feet. Balloons and gas-filled or fan-powered figures shall not exceed the maximum height restrictions for the district in which they are located. The setback standards of section 36-789(2) must be met for these types of signs.

~~ARTICLE XV. — HC — HIGHWAY COMMERCIAL DISTRICT~~

~~Sec. 36-413. — Purpose.~~

~~This district is composed of those areas of the township whose principal use is and ought to be retail and service business activities which serve or are meant to serve the motoring public. This district has been located within the township to permit the development of these business activities, to protect adjacent agricultural, residential and industrial areas against the encroachment of incompatible uses, and to lessen congestion on and serve the persons traveling on public streets and highways. To these ends, certain uses which would function more effectively in other districts and would interfere with the operation of these business activities and the purpose of this district have been excluded.~~

~~(Ord. of 7-22-2013, § 33.01; Ord. of 7-8-2014, § 33.01)~~

~~Sec. 36-414. — Permitted uses.~~

~~The following buildings and structures, and uses of parcels, lots, buildings and structures are permitted in this district:~~

- ~~(1) Automotive service station, including minor repair service, subject to the requirements of section 36-712.~~
- ~~(2) Motel, hotel, restaurants.~~
- ~~(3) A sign, only in accordance with the regulations specified in article XXVI of this chapter.~~
- ~~(4) Accessory use, building or structure.~~
- ~~(5) Essential services in accordance with section 36-65.~~

~~(Ord. of 7-22-2013, § 33.02; Ord. of 7-8-2014, § 33.02)~~

~~Sec. 36-415. — Conditional uses.~~

~~The following buildings and structures, and uses of parcel, lots, buildings and structures are permitted subject to obtaining a conditional use permit as provided in article XXVII of this chapter:~~

- ~~(1) Retail, sporting goods sales, souvenir and gift shop, public information booth.~~
- ~~(2) Drive-in theater.~~
- ~~(3) Places of amusement, entertainment or recreation such as a dancehall, bowling alley, miniature golf, commercial swimming pool.~~
- ~~(4) One dwelling unit within the principle building or structure for security purposes only.~~
- ~~(5) Mini-warehousing, subject to the requirements of section 36-736.~~
- ~~(6) Outdoor seating and/or service when associated with a restaurant subject to the requirements of section 36-735.~~
- ~~(7) Commercial communications apparatus, if located on existing commercial communications or electrical towers, or other existing appropriate structure, and subject to the provisions of section 36-720, in addition to the requirements of article XXVII (conditional uses) of this chapter.~~
- ~~(8) Drive throughs, including restaurants, banks, laundries, subject to the requirements of section 36-737.~~
- ~~(9) A church, synagogue, cathedral, mosque, temple or other building used for public worship.~~
- ~~(10) A cemetery.~~

~~(Ord. of 7-22-2013, § 33.03; Ord. of 7-8-2014, § 33.03; Ord. No. 16-48, § 5, 4-12-2016)~~

Sec. 36-416. — Regulations and standards.

The following regulations shall apply in all HC — Highway Commercial Districts:

- (1) Lot area. No building or structure shall be established on any lot less than one acre in area, except where a lot is served with a central sanitary sewerage system, in which case there shall be provided a minimum lot area of 10,000 square feet.
- (2) Lot width. The minimum lot width for lots served with a central sanitary sewerage system shall be 80 feet. Where a lot is not so served, the minimum lot width shall be 150 feet.
- (3) Lot coverage. The maximum lot coverage shall not exceed 25 percent.
- (4) Floor area ratio. The maximum floor area shall not exceed 60 percent of the lot area.
- (5) Yard and setback requirements:
 - a. Front yard. Not less than 35 feet.
 - b. Side yards. Least width of either yard shall not be less than 20 feet, except in the case of a corner lot or parcel where the side yard on the road or street side shall not be less than 35 feet.
 - c. Rear yards. Not less than 20 feet.The requirements in this subsection (5) shall apply to every lot, building or structure.
- (6) Height. No building or structure shall exceed a height of 35 feet.
- (7) Transition strips:
 - a. A transition strip shall be required whenever any lot in this district abuts a lot in any rural or residence district. Such a strip shall be provided along every lot line, except front lot lines, which abuts a lot in such district, shall not be included as part of the required yard, and shall be improved with a screen, wall, hedge or shrubbery which will reach a height of four feet one year after planting. The strip shall be maintained in good condition. The planning commission shall have the authority to change the nature of, or reduce the required width of, or to waive completely, the requirement of a transition strip because of a probable change in land use or zoning of adjacent properties. Such determinations and reasons therefore shall be recorded in the minutes of the meeting at which the action is taken. Said transition strip shall comply with the requirements of section 36-706.
 - b. A landscape strip shall be provided along and adjacent to the front property line and shall extend across the entire width of the lot. Driveways may cross the strip but shall not occupy the strip.
- (8) Required off-street parking. As required in article XXV of this chapter.
- (9) Required site plan review. As required in article XXVIII of this chapter.
- (10) Supplemental standards. As required in article XXIV of this chapter.

{Ord. of 7-22-2013, § 33.04; Ord. of 7-8-2014, § 33.04}

Secs. 36-417-413—36-445. - Reserved.

Sec. 36-794. - Billboards (outdoor advertising signs). *(introductory paragraph only)*

Billboards shall be permitted in the ~~HC—Highway Commercial District,~~ LI—Limited Industrial District, RTM—Research/Technology/Manufacturing District, and the GI—General Industrial District, and shall be considered a principal use of the lot. In addition, billboards must meet the following regulations:

ARTICLE XIV. - GC—GENERAL COMMERCIAL DISTRICT

Sec. 36-389. - Purpose.

This district is composed of those areas of the township whose principal use is and ought to be general comparison retail, service and repair business activities which serve the entire township and surrounding area. It is the intent of this district to be located along major transportation networks within the township. This district has been located within the township to permit the development of these business activities, to protect adjacent agricultural, residential and industrial areas against the encroachment of incompatible uses, and to lessen congestion on public streets and highways. To these ends, certain uses which would function more effectively in other districts and would interfere with the operation of these business activities and the purpose of this district, have been excluded.

Sec. 36-390. - Permitted uses.

The following buildings and structures, and uses of parcels, lots, buildings and structures are permitted in this district:

- (1) All permitted uses allowed in LC—Local Commercial Districts as provided in section 36-363.
- (2) Business and professional offices, such as legal, engineering, accounting, financial and insurance.
- (3) Retail services, including department stores, furniture stores, appliance stores, and super markets.
- (4) Agricultural services, including machinery sales and repair establishments, and farm supply stores.
- (5) Showroom and sales of new automobiles, farm machinery, and other vehicle and equipment, and the display and sale of used cars, farm machinery, and other vehicles and equipment when in conjunction with a showroom and sales of new units thereof; and repair of same when in conjunction with a showroom and sales of new units thereof. Display of any vehicles shall not be within street right-of-way, in any required side or rear yard, or in any required transition strip.
- (6) Equipment services, including repair; radio and television, electrical appliance shop, plumber, electrician and other similar services and trades.
- (7) Printing, lithographic, blueprinting and similar uses.
- (8) Funeral establishments, mortuary.
- (9) Restaurants serving alcoholic beverages, provided that the gross receipts thereof derived from the sale of food and other goods and services exceed 50 percent of the total gross receipts.
- (10) Outdoor seating and/or service when associated with a restaurant subject to the requirements of section 36-735.
- (11) Indoor contractor wholesale supply when in conjunction with general retail sales of items including indoor storage of electrical, plumbing, lumber, and/or garden supplies.

Sec. 36-391. - Conditional uses.

The following buildings and structures, and uses of parcels, lots, buildings and structures, are permitted subject to obtaining a conditional use permit as provided in article XXVII of this chapter:

- (1) Bars or establishments principally used for the sale of beer, wine or intoxicating liquor for consumption on the premises, subject to the requirements of section 36-710.
- ~~(2) Funeral establishments, mortuary.~~
- (32) Hotel, motel, tourist home and boarding and rooming house.
- (43) Animal hospital or clinic.
- (54) Open air display area for the sale of manufactured products, such as or similar to garden furniture, earthenware, hardware items and nursery stock, or the rental of manufactured products or equipment, small tools, pneumatic-tired two-wheeled and four-wheeled utility trailers, pneumatic-tired cement mixers, wheelbarrows, rollers and similar products or equipment. Displays must be located behind all setback lines and shall be related to the principal use of the site. Open air displays shall meet the requirements of Section 36-701.
- (65) Automotive service station, including minor repair services, subject to the requirements of section 36-712.
- ~~(7) Contractor wholesale supply when in conjunction with general retail sales of items including electrical, plumbing, lumber, and/or garden supplies.~~
- (86) Boat sales and marinas.
- (97) One dwelling unit within the principal building or structure for security purposes only, provided that the dwelling unit is accessory to the principal use.
- (108) Mini-warehousing, subject to the requirements of section 36-736.
- (119) Lots for the sale of used cars, used farm machinery, and other used vehicles and equipment, when not sold in conjunction with sales of new cars, machinery, vehicles, or equipment. Display of any vehicles shall not be within street right-of-way, in any required side or rear yard, or in any required transition strip.
- (1210) Minor repair of vehicles, provided all work, materials, equipment, and waste products shall be contained within a completely enclosed building, subject to the requirements of section 36-712.
- (1311) Drive-through facilities for a use permitted in the GC district, subject to the requirements of section 36-737.
- (1412) Temporary outdoor sales, subject to the requirements of section 36-734.
- ~~(15) Outdoor seating and/or service when associated with a restaurant subject to the requirements of section 36-735.~~
- (1613) Indoor and outdoor commercial recreation facilities, including theaters (indoor or drive-in), racket clubs, Bowling alleys, miniature golf courses, commercial swimming pools, skating rinks.
- (1714) Controlled uses as defined in section 36-710.
- ~~(18) Restaurants serving alcoholic beverages, provided that the gross receipts thereof derived from the sale of food and other goods and services exceed 50 percent of the total gross receipts.~~
- (1915) Child care facilities.

~~(2016)~~ Commercial communications apparatus, if located on existing commercial communications or electrical towers, or other existing appropriate structure, and subject to the provisions of section 36-720, in addition to the requirements of article XXVII (conditional uses) of this chapter.

~~(2117)~~ Sexually oriented businesses, as defined within section 36-721 and subject to the requirements of sections 36-721 and 36-710.

~~(22)~~ Commercial recreation facilities including indoor theaters, bowling alleys, skating rinks, racket clubs.

~~(2318)~~ A church, synagogue, cathedral, mosque, temple or other building used for public worship.

~~(2419)~~ A cemetery.

~~(20)~~ Hospitals, nursing homes, and sanitariums.

Sec. 36-392. – Regulations and Standards.

The following regulations shall apply in all GC—General Commercial Districts:

(1) **Lot area.** No building or structure shall be established on any lot less than one acre in area, except where a lot is served with a central sanitary sewerage system, in which case there shall be provided a minimum lot area of 10,000 square feet for planned shopping centers.

(2) **Lot width.** The minimum lot width for lots served with a central sanitary sewerage system shall be 80 feet. Where a lot is not so served, the minimum lot width shall be 150 feet.

(3) **Lot coverage.** The maximum lot coverage shall not exceed 25 percent.

~~(4) **Floor area ratio.** The maximum floor area shall not exceed 80 percent of the lot area.~~

~~(54)~~ **Yard and setback requirements.**

a. **Front yard.** Not less than 35 feet.

b. **Side yards.** Least width of either yard shall not be less than 20 feet, except in the case of a corner lot or parcel where the side yard on the road or street side shall not be less than 35 feet.

c. **Rear yards.** Not less than 20 feet.

The yard requirements in this subsection ~~(54)~~ shall apply to every lot, building or structure.

~~(65)~~ **Height.** No building or structure shall exceed a height of 45 feet.

~~(76)~~ **Transition strips.**

a. A transition strip shall be required whenever any lot in this district abuts a lot in any rural or residence district. Such a strip shall be provided along every lot line, except front lot lines, which abuts a lot in such district, shall not be included as part of the required yard, and shall be improved with a screen, wall, hedge or shrubbery which will reach a height of four feet one year after planting. The strip shall be maintained in good condition. The planning commission shall have the authority to change the nature of, or reduce the required width of, or to waive completely, the requirement of a transition

strip because of a probable change in land use or zoning of adjacent properties. Such determinations and reasons therefore shall be recorded in the minutes of the meeting at which the action is taken. Said transition strip shall comply with the requirements of section 36-706.

- b. A landscape strip shall be provided along and adjacent to the front property line and shall extend across the entire width of the lot. Driveways may cross the strip but shall not occupy the strip.

| **(87) Required off-street parking.** As required in article XXV of this chapter.

| **(98) Required site plan review.** As required in article XXVIII of this chapter.

| **(109) Supplemental regulations.** As required in article XXIV of this chapter.

ARTICLE XIII. - LC—LOCAL COMMERCIAL DISTRICT

Sec. 36-363. - Permitted uses.

The following buildings and structures, and uses of parcels, lots, buildings and structures, are permitted in this district:

- (1) Clothing and apparel services, including laundry pickup, automatic laundry, dressmaking, millinery, tailor shop and shoe repair shop.
- (2) Food services including grocery, meat market, bakery, restaurant, delicatessen and fruit market, and similar self-serve units but not including any business of a drive-in or drive-through type.
- (3) Personal services, including barber shops and beauty salons, medical and dental clinics, music studios, banks and saving and loan associations (without drive-through facilities) and other similar uses.
- (4) Personal service offices, such as accountant, attorney, and real estate offices, provided such use shall not exceed 4,000 square feet of floor area in any building.
- (5) Retail services, including drug store, hardware, and gift shop, and dry goods and notions store.
- (6) Essential services, as provided in section 36-65.
- (7) A sign, only in accordance with the regulations specified in article XXVI of this chapter.
- (8) An accessory use, building or structure.

ARTICLE XVI. - RO—RESIDENTIAL/OFFICE DISTRICT

Sec. 36-446. - Purpose.

The R-O district has the following purposes:

- (1) To accommodate certain small office uses which are low traffic generators and which are compatible with adjacent and neighboring single-family dwellings.
- (2) To be located along major streets and in those areas of the township which are established single-family residential areas and which are in transition to non-single-family residential areas but have vacant, undeveloped lots fronting on major streets which are not likely to have new single-family dwellings constructed thereon.
- (3) To provide a reasonable use of such properties as identified in subsection (2) of this section, without permitting more intense office or commercial districts.
- (4) To provide new buildings which are compatible in architectural style and scale with adjacent single-family dwellings.
- (5) To encourage retention of existing single-family structures in their architectural style and scale.

Sec. 36-447. - Permitted uses.

The following buildings and structures, and uses of parcels, lots buildings and structures, are permitted in this district:

- (1) Single-family dwellings and any use, building or structure accessory thereto.
- (2) Two-family dwellings and any use, building or structure accessory thereto.
- (3) Family child care homes, adult foster care family homes, foster family homes and foster family group homes.
- (4) Signs, only in accordance with the regulations set forth in article XXVI of this chapter.
- (5) Distribution lines and structures, not including buildings, of essential services, when located within an existing public or utility right-of-way, and repeater buildings of a telephone utility company when location is approved by the township planning commission.
- (6) Home occupations, subject to the requirements of Section 36-64.

Sec. 36-448. - Conditional uses.

- (a) The following buildings and structures, and uses of parcels, lots, buildings and structures, are permitted subject to obtaining a conditional use permit as provided in article XXVII of this chapter:
 - (1) Group child care homes.
 - (2) A church, synagogue, cathedral, mosque, temple or other building used for public worship, or a cemetery; public building.
 - (3) Public and private nursery schools, primary and secondary schools.

- (4) Transmission lines and structures, not including buildings, of essential services, where located in rights-of-way not a part of public or utility rights-of-way existing at the time of adoption of this chapter.
- (5) Essential services, except as provided for elsewhere in this district; provided that no storage of materials, equipment, vehicles, or supplies shall be located on the premises; that no personnel shall be quartered or employed on the premises; and that the structures shall be designed, erected, and landscaped in such manner as to conform to the character of the surrounding area and this district.

~~(6) Home occupations.~~

(76) Offices of architects, engineers, surveyors and similar professionals; provided that no trucks, drillings, rigs, and similar vehicles shall be stored on the premises and provided that no materials or field equipment shall be stored outdoors on the premises.

(87) Executive, administrative, legal, accounting, insurance, real estate and similar offices at a scale that will not generate off-street parking resulting in excessive traffic generated from the use which would be incompatible with the purpose of this district.

(98) A dwelling unit combined with an office; provided that the proprietor of the office resides in the dwelling unit.

~~(109)~~ As a further condition of approving a conditional use permit, the planning commission shall determine whether the proposed office use will generate off-street parking requirements in excess of the maximum number of parking spaces permitted on the premises. If the planning commission so determines, the permit application shall be denied. The planning commission shall enter into the record of the meeting at which the determination is made all data and other findings which were used in making said determination.

(b) In addition to the information required for a conditional use permit as set forth in sections 36-834 through 36-836, any application for a conditional use permit for an office in this district shall include the following information:

- (1) Shall meet the requirements of section 36-865.
- (2) A scaled floor plan of the principal building to be converted to, expanded for, or to be constructed for office use, or combined residential-office use, showing thereon the existing and future layout of the structure.
- (3) A typical elevation of each facade of the principal building, drawn to scale, showing thereon the height of the building and the nature of the exterior finish materials.
- (4) Typical details of the screened enclosure for outdoor trash storage.

(c) Upon issuance of a conditional use permit for an office in this district, no certificate of zoning compliance or building permit shall be issued until a detailed site plan has been approved by the planning commission in accordance with section 36-866.

(d) Commercial communications apparatuses, if located on existing commercial communications or electrical towers, or other existing appropriate structures, and subject to the provisions of section 36-720, in addition to the requirements of article XXVII of this chapter.

Sec. 36-701. - Storage of materials.

Except as otherwise provided in this chapter, the following regulations shall govern the storage of materials:

- (1) The location or storage of abandoned, discarded, unused, unusable, or inoperative appliances, furniture, equipment, or materials (but not including inoperative vehicles), shall be regulated as follows, except for junkyards, in which case the regulations set forth in section 36-713 shall apply.
- (2) On any lot or parcel in any recreation-conservation or agriculture district, unless in conjunction with an approved use, all commercially produced products and/or materials, or equipment and machinery, whether operative or inoperative, must be stored within a completely enclosed building. Bona fide farm operations shall not be subject to storing bona fide farm equipment and/or material within enclosed buildings when part of an on going farming operation.
 - a. On any lot or parcel in any recreation-conservation, agriculture, residential, office, or commercial district, the owner or tenant shall locate and store such materials within a completely enclosed building. Such storage shall be for future transfer to other premises and shall not be for the purpose of hire or sale.
 - b. On any lot or parcel in any industrial district, the owner or tenant shall locate and store such materials:
 1. Within a completely enclosed building, where required; or
 2. Where outdoor storage is permitted, within an area surrounded by a solid, unpierced fence or wall at least seven feet in height and not less in height than the materials located or stored therein, and not closer to the lot lines than the minimum yard requirements for said districts. Such storage shall be for future transfer to other premises and shall not be for the purpose of hire or sale.
- (3) Garbage, trash, and similar refuse to be stored outside a building in a multiple residential, business, or industrial district shall be stored within containers approved by the county health department and said containers shall be stored within a screened enclosure. The enclosure shall be constructed of an opaque material, such as wood, concrete blocks, or brick, and shall be enclosed on at least three sides. The fourth side may be open for access or access may be provided by one or more gates. The storage area shall have a concrete floor at least four inches thick.
- (4) Outdoor storage of products, materials, and equipment, except vehicles owned and operated by the principal business or in conjunction with a licensed vehicle sales lot, shall be subject to the following regulations:
 - a. Such storage shall not be located within the area between the front face of the building, as extended across the entire width of the lot, and the street right-of-way (except where permitted by the Planning Commission in the front yard adjacent to US-23); in any required ~~side or rear yard~~ setback area; or in any required transition strip.
 - b. Such storage shall not be located in any required parking or loading space.

- c. Such storage shall be strictly and clearly incidental to the principal use and only products and materials owned or produced by the principal business, and equipment owned and operated by the principal use, shall be permitted for storage under this subsection. Such storage shall not be permitted as a principal use of a lot. ~~Such storage areas which are visible to the general public shall be screened from view on all sides.~~
- d. The area for such storage shall be screened from view on all sides by a staggered double row of evergreen trees at least eight (8) feet in height and spaced fifteen (15) feet on center at the time of planting. The species of evergreen tree species must meet the requirements of Section 36-722(n)(1). As the evergreen trees mature, a screen of six (6) feet in height shall be maintained, which shall include replacing dead or dying evergreen trees, planting additional evergreen trees where needed, or planting large evergreen shrubs (see Section 36-722(n)(5)) where the bottom branches of evergreen trees have been removed or do not create the required screen. The landscape plan meeting the requirements of this subsection must be prepared by a registered landscape architect. Screening shall be constructed of wood or masonry materials. The Planning Commission may also require an opaque fence or masonry wall of six (6) feet in height or the height of materials stored, whichever is higher, to be constructed around the perimeter of the outdoor storage areas. Wire fences with inserted strips of metal, plastic and similar materials shall not be substituted for the required permitted as acceptable screening. The screen shall not be less than six feet in height. Vegetative screening may be required for buffering purposes as required by the planning commission. The Planning Commission may waive or modify the evergreen screening requirements where there is existing vegetation that can be used to fulfill or supplement the requirements of this sub-section.
- e. The location and size of areas for such storage, nature of items to be stored therein, and details of the enclosure, including description of materials, height, and typical elevation of the enclosure, shall be provided as part of site plan review. The Planning Commission may limit the height of materials stored based on the nature of the materials, adjacent land uses and zoning districts, visibility, and impact on public health, safety, and general welfare.

{Ord. of 7-22-2013, § 60.04}

Article XXIV. – Supplementary Regulations and Standards

Sec. 36-735. - Outdoor seating and/or service.

Outdoor seating and/or service shall be allowed subject to the following requirements:

(1) The sales and service of food and beverages outdoors shall only be permitted as incidental to a similar principal use that is indoors and adjacent to the outdoor food and beverage sales and service.

(2) Outdoor dining areas shall be located in a manner which will not interfere with visibility, vehicular or pedestrian mobility or access, and shall meet Michigan barrier-free requirements. Outdoor dining areas shall not obstruct the entrance to any building or sidewalk, nor shall they obstruct any barrier-free ramp or access aisle. If outdoor dining areas are located on a sidewalk, a minimum five (5) foot wide unobstructed pathway shall be maintained on the sidewalk, for pedestrian traffic.

(3) Temporary food service providers, such as food card vendors (Section 36-731) are not considered outdoor dining uses.

(4) Tables and chairs must remain within a well-defined and clearly marked area, separated from vehicular traffic. In instances where there is wait staff or alcohol service, such areas must be enclosed. Enclosures shall consist of metal railing, brick walls, landscape planters or other suitable materials using decorative, dark colored wrought iron-look fencing, or other materials consistent with the color and materials of the main building. The height of any barrier or landscaping enclosure shall not exceed three feet, six inches (3'6").

(5) All furniture and fixtures shall be removed November 1 through March 31. Outdoor dining furniture and fixtures shall not be stored or stacked on the exterior of the building.

(6) No amplified music shall be permitted if there are residential lots or dwellings within 300 feet, measured from the seating area to the adjacent residential lot line. The outdoor dining area must also abide by all noise ordinance restrictions of the Township.

(7) The hours of operation for the outside dining area shall be consistent with the hours of operation of the inside restaurant.

(8) No such use shall occupy any portion of a public right-of-way.

(9) For plans showing more than 20 occupants within the outdoor dining area, the off-street parking for the use shall be computed according to the standards contained in Article XXV and/or the applicable zoning district, as indicated for the indoor portion of the use. If the plans show 20 or fewer occupants, no additional parking shall be required unless required by the Township approving authority.

(10) If the outdoor dining area is proposed as part of a site plan application, or if it contains seating for more than 20 occupants, it shall require site plan review and approval by the Planning Commission. If the outdoor dining area is proposed to be added for an existing business and contains seating for 20 or fewer occupants, a plan providing sufficient information to determine compliance with this section may be approved administratively by the Township.

(11) No such seating shall be located in a required side yard.

(12) Approval of the county health department as required.

(13) A site plan shall be submitted indicating the area for and location of all outdoor seating.

(14) The maximum allowable seating for an outdoor seating area in excess of 20 seats shall be established as part of the conditional use permit.

(15) Parking shall be provided as required under article XXV of this chapter.

Memo

To: Board of Trustees
From: William Wagner
CC:
Date: 02/08/2017
Re: Hiring of Auxiliary Fire Fighter Brion Cooley

I am requesting approval to hire Auxillary Fire Fighter Brion Cooley. Brion was a fire fighter with Northfield Township for many years and left a few years ago because he and his wife moved out of the community. Brion left in good standing and has since become a Paramedic Instructor. This hiring would be contingent on passing physical and background check.

Mary Bird

From: Rick, Jack (MDOT) <RickJ@michigan.gov>
Sent: Friday, February 03, 2017 1:33 PM
To: Mary Bird
Cc: Randy Wilson; Andy Sherwood; Myers, Richard (MDOT)
Subject: Fee Waiver request (US-23 temporary Signal)
Attachments: 3439_001.pdf

Hello Mary,

As part of our US-23 project MDOT has determined the need for an additional temporary signal. It will be located at the intersection of the NB US-23 off ramp and Barker Road. Please consider this as a request to waive any fees associated with establishing addresses for this temporary signal. It will be removed at the end of the construction.

I sent this email earlier today to birdM@twp.northfield.mi.us. So if this came through twice I apologize.

If you have any questions please do not hesitate to call.

Sincerely,
Jack

Jack M. Rick P.E.
MDOT, University Region Design Engineer
(517) 750-0435
rickj@michigan.gov

NORTHFIELD TOWNSHIP
ADDRESS APPLICATION

8350 Main Street, Whitmore Lake, MI 48189
Office: 734 449-5000 Fax: 734 449-0123

Date Received: _____

Fee: **\$40.00** Check/Cash
Name: OHM Advisors on behalf of MDOT
Mailing Address: 34000 Plymouth Rd Livonia 48150
Telephone: 734 466-4442

Please Submit:

Proof of Ownership (Land Documents)
Legal Description of Property
Plot Plan

Washtenaw County / MDOT ROW

Tax Code Number: _____
Subdivision Name: N/A
Lot Number: N/A
Reason for Address Request: MDOT TRAFFIC SIGNALS & DTE Metered
Electrical Service

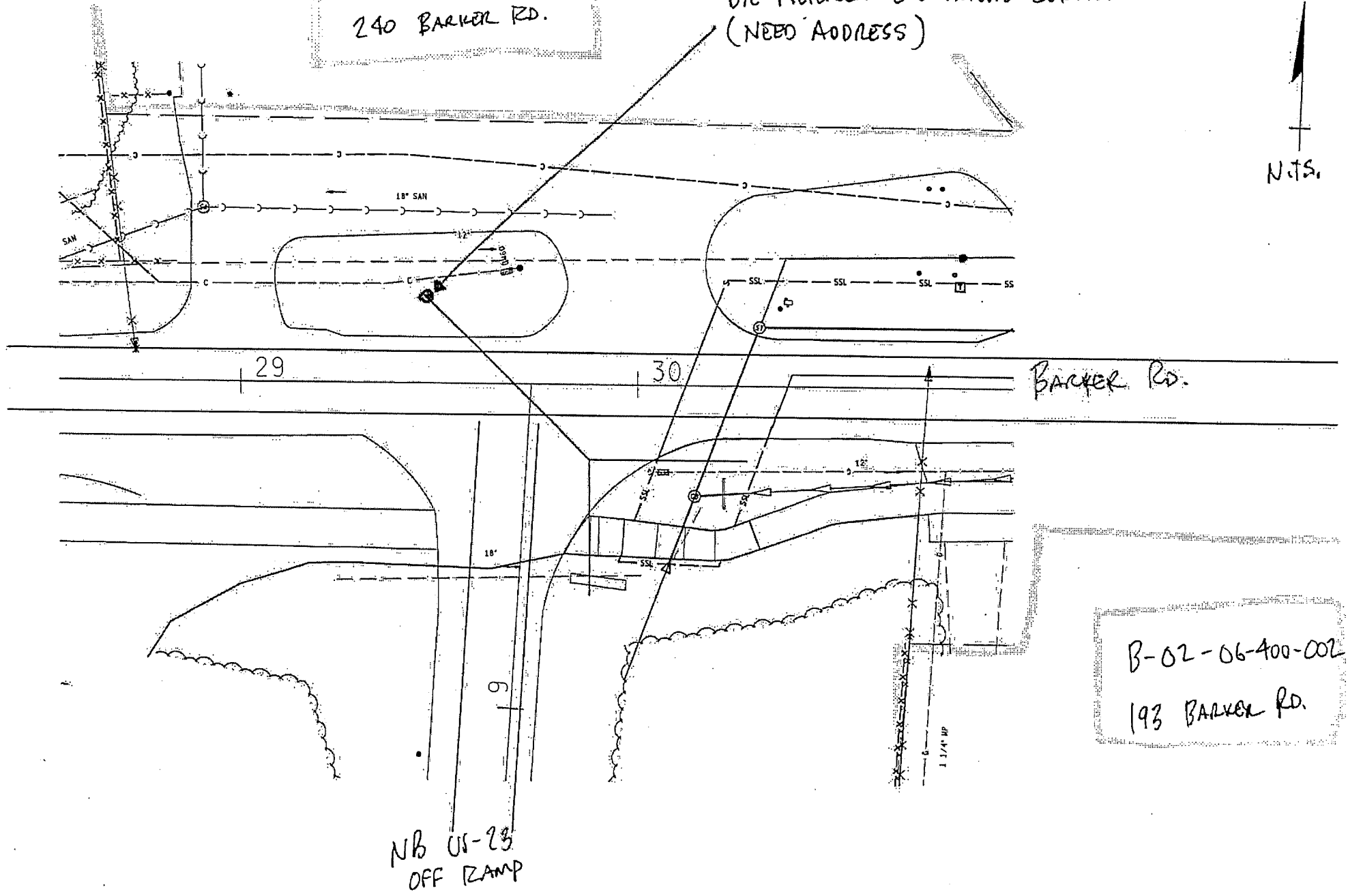
Address Assigned: _____

Approvals:

_____	Date /	Assessor
_____	Date /	Fire Department

B-02-06-105-024
240 BARKER RD.

DTE METERED ELECTRICAL SERVICE
(NEED ADDRESS)



B-02-06-400-002
193 BARKER RD.

Marlene Chockley

From: Daniel Saltiel <saltield@ewashtenaw.org>
Sent: Wednesday, January 25, 2017 9:54 AM
To: Marlene Chockley
Subject: RE: Northfield "Swamp" Parcels

Follow Up Flag: Follow up
Flag Status: Flagged

That's correct!

From: Marlene Chockley [mailto:chockleym@Northfieldmi.gov]
Sent: Monday, January 23, 2017 8:54 PM
To: Daniel Saltiel
Subject: RE: Northfield "Swamp" Parcels

Dan,

So if I understand correctly, say on parcel -031, if we get a quit claim deed to the property and pay the \$339.20 due before Feb 28, the township will own it (and owe the 2016 taxes, too, I assume). If we do it later than Feb 28, it will cost us \$594.90 plus the 2016 taxes.
Please confirm.

Thank you for your help.

Marlene

Marlene Chockley
Northfield Township Supervisor
8350 Main Street
Whitmore Lake MI 48189
Office 734 449-2880 x15
Cell 734 730-0795

From: Daniel Saltiel [mailto:saltield@ewashtenaw.org]
Sent: Monday, January 23, 2017 2:03 PM
To: Marlene Chockley <chockleym@Northfieldmi.gov>
Subject: Northfield "Swamp" Parcels

Marlene,

Please see below for the 2014 and 2015 taxes owed for the parcels we discussed today. Your local treasurer will have the current 2016 amount.

Amount due by:	1/31/2017	2/28/2017	3/31/2017
B -02-08-204-031	\$ 339.00	\$ 339.20	\$ 594.90
B -02-08-204-032	\$ 360.99	\$ 361.36	\$ 617.69

B -02-08-204-034 \$ 343.95 \$ 344.15 \$ 599.85

The foreclosure hearing is February 22, with a redemption period until March 31. If the 2014 taxes are not paid by then, the county Treasurer becomes owner. The 2015 taxes forfeit on March 1, which means at least \$255 in statutory fees added to the parcel (you can see this above in the difference between Feb and March payoffs). Please let me know if you have any other questions.

Thank you,

Dan Saltiel | Property Tax Specialist

Washtenaw County Treasurer's Office
200 N Main St, Suite 200 | PO Box 8645 | Ann Arbor, MI 48107
Direct Line: 734-222-6743 | Fax: 734-222-6632
treasurer.ewashtenaw.org

Memo

To: Northfield Township Board of Trustees

From: Marlene Chockley, Supervisor

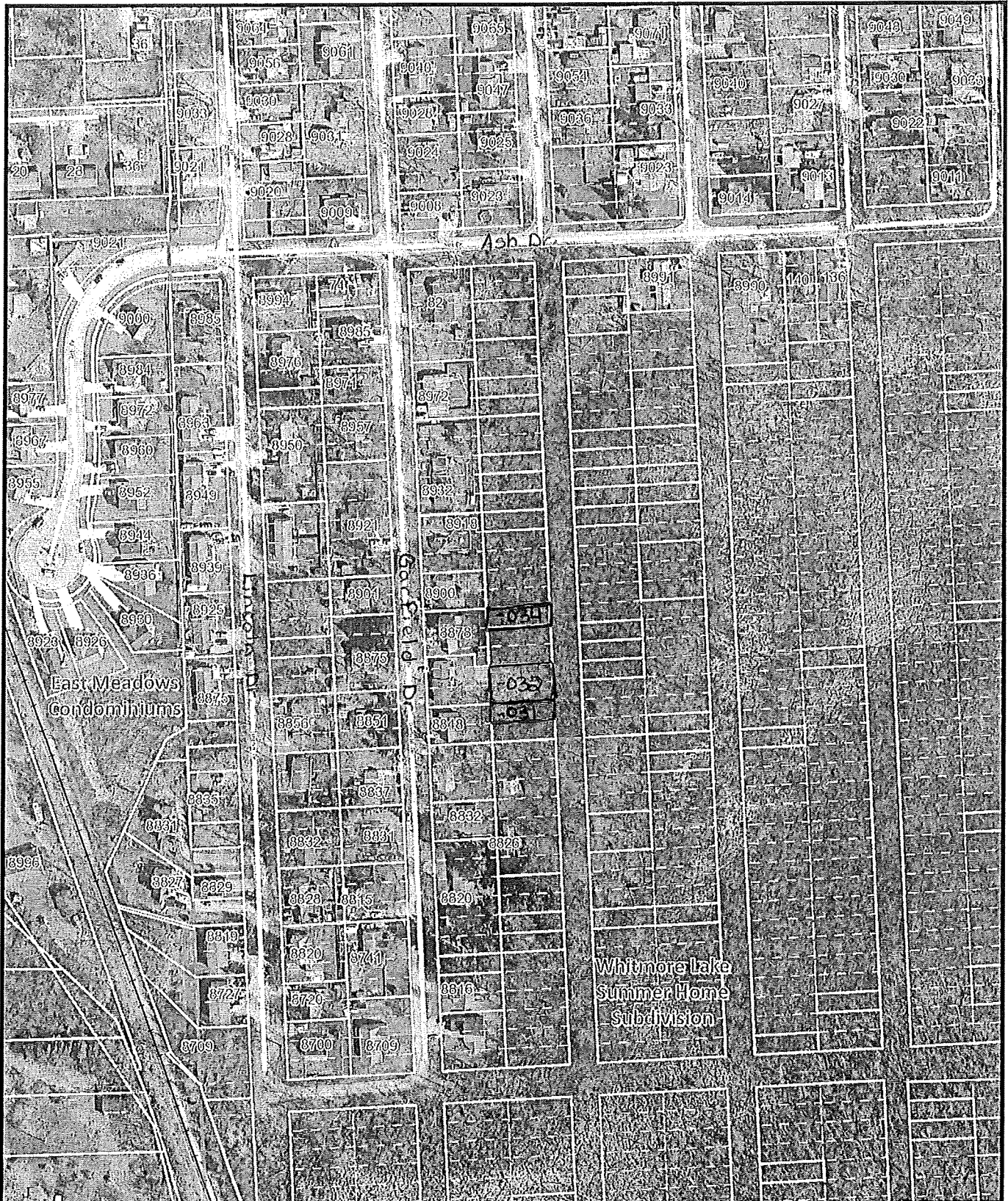
RE: Parks Parcels facing Foreclosure

Date: January 4, 2017

We received notification from Catherine McClary, County Treasurer, that three parcels in the Summer Homes area are facing foreclosure. The Township has been acquiring parcels in that area over time for an eventual natural areas park by paying the fees after they have gone into foreclosure.

If we are able to acquire them prior to foreclosure, we would be able to avoid some of the fees.

I would like approval to approach the owners for a quit claim deed upon payment of the taxes.

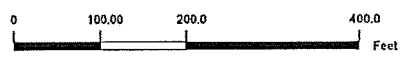
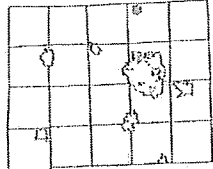


East Meadows
Condominiums

Ash D.

Gold D.

Whitmore Lake
Summer Home
Subdivision



1: 2,400



NOTE: Parcels may not be to scale.

The information contained in this cadastral map is used to locate, identify and inventory parcels of land in Washtenaw County for appraisal and taxing purposes only and is not to be construed as a "survey description". The information is provided with the understanding that the conclusions drawn from such information are solely the responsibility of the user. Any assumption of legal status of this data is hereby disclaimed.

Grantor	Grantee	Sale Price	Sale Date	Inst. Type	Terms of Sale	Liber & Page	Verified By	Prcnt. Trans.									
CAMPBELL WILLIAM	JOE C LUKE CUSTOM BUILDER	1	02/24/2005	QC	NON-MARKET TRANSFER	L4470 P558	CGR	100.0									
STATE OF MICHIGAN	CAMPBELL WILLIAM E	725	09/10/1987	WD	NON-MARKET TRANSFER	L4397 P690	PERS INTERVIEW	0.0									
Property Address		Class: RESIDENTIAL VACAN		Zoning: RC-RE		Building Permit(s)		Date	Number	Status							
FOREST DR		School: WHITMORE LAKE (81140)		P.R.E. 0%		MAP #:		2017 Est TCV 300									
Owner's Name/Address		Improved		X Vacant		Land Value Estimates for Land Table 457.457.RES.PLATTED-ZONED RC-NO BUILD											
JOE C LUKE CUSTOM BUILDER LLC 364 OLD 71 CEDAR CREEK TX 78612-3490		Public Improvements		* Factors *													
Tax Description		Dirt Road		Description		Frontage		Depth		Front Depth		Rate %Adj.		Reason		Value	
*OLD SID - B 02-115-264-00 NO 45-309 LOT 443 WHITMORE LAKE SUMMERHOMES SUBD'N.		Gravel Road		UNBUILD NO LAKE		30.00		100.00		1.0000		1.0000		10 100		300	
Comments/Influences		Paved Road		30 Actual Front Feet, 0.07 Total Acres		Total Est. Land Value =										300	
		Storm Sewer															
		Sidewalk															
		Water															
		Sewer															
		Electric															
		Gas															
		Curb															
		Street Lights															
		Standard Utilities															
		Underground Utils.															
		Topography of Site															
		Level															
		Rolling															
		Low															
		High															
		Landscaped															
		Swamp															
		X Wooded															
		Pond															
		Waterfront															
		Ravine															
		Wetland															
		Flood Plain															
		Year		Land Value		Building Value		Assessed Value		Board of Review		Tribunal/Other		Taxable Value			
		Who		When		What		2017		200		0		200		111C	
		CB		07/31/1993		COMPLETED		2016		200		0		200		111C	
		CAG		12/31/1978		COMPLETED		2015		200		0		200		111C	
		MAS		08/04/1977		COMPLETED		2014		200		0		200		110C	
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*** Information herein deemed reliable but not guaranteed***

Grantor	Grantee	Sale Price	Sale Date	Inst. Type	Terms of Sale	Liber & Page	Verified By	Prcnt. Trans.				
CAMPBELL WILLIAM	JOE C LUKE CUSTOM BUILDER	1	02/24/2005	QC	NON-MARKET TRANSFER	L4470 P556	CGR	100.0				
STATE OF MICHIGAN	CAMPBELL WILLIAM E	725	09/10/1987	WD	NON-MARKET TRANSFER	L4397 P690	PERS INTERVIEW	0.0				
Property Address		Class: RESIDENTIAL VACAN		Zoning: RC-RE	Building Permit(s)	Date	Number	Status				
FOREST DR		School: WHITMORE LAKE (81140)										
Owner's Name/Address		P.R.E. 0%										
JOE C LUKE CUSTOM BUILDER LLC 364 OLD 71 CEDAR CREEK TX 78612-3490		MAP #:		2017 Est TCV 600								
Tax Description		Improved <input checked="" type="checkbox"/> Vacant		Land Value Estimates for Land Table 457.457.RES.PLATTED-ZONED RC-NO BUILD								
*OLD SID - B 02-115-262-00 NO 45-307 LOT 441 & LOT 442 WHITMORE LAKE SUMMER HOMES SUBD'N.		Public Improvements		* Factors *								
Comments/Influences		Dirt Road		Description	Frontage	Depth	Front	Depth	Rate	%Adj.	Reason	Value
		Gravel Road		UNBUILD NO LAKE	60.00	100.00	1.0000	1.0000	10	100		600
		Paved Road		60 Actual Front Feet, 0.14 Total Acres Total Est. Land Value = 600								
		Storm Sewer										
		Sidewalk										
		Water										
		Sewer										
		Electric										
		Gas										
		Curb										
		Street Lights										
		Standard Utilities										
		Underground Utils.										
		Topography of Site										
		Level										
		Rolling										
		Low										
		High										
		Landscaped										
		Swamp										
		X Wooded										
		Pond										
		Waterfront										
		Ravine										
		Wetland										
		Flood Plain										
				Year	Land Value	Building Value	Assessed Value	Board of Review	Tribunal/Other	Taxable Value		
		Who When What		2017	300	0	300			235C		
		CB 07/31/1993 COMPLETED		2016	300	0	300			233C		
		CAG 12/31/1978 COMPLETED		2015	300	0	300			233C		
		MAS 08/04/1977 COMPLETED		2014	300	0	300			230C		

*** Information herein deemed reliable but not guaranteed***

Grantor	Grantee	Sale Price	Sale Date	Inst. Type	Terms of Sale	Liber & Page	Verified By	Prcnt. Trans.
CAMPBELL WILLIAM	JOE C LUKE CUSTOM BUILDER	1	02/24/2005	QC	NON-MARKET TRANSFER	L4470 P557	CGR	100.0
ZTRANSFORM SERVICES, INC	CAMPBELL WILLIAM	0	05/11/2004	QC	NON-MARKET TRANSFER	L4389 P506	PERS INTERVIEW	0.0
STATE OF MICHIGAN	CAMPBELL WILLIAM E	200	03/25/1986	QC	NON-MARKET TRANSFER	L4397 P689	PERS INTERVIEW	0.0

Property Address	Class: RESIDENTIAL VACAN	Zoning: RC-RE	Building Permit(s)	Date	Number	Status			
FOREST DR	School: WHITMORE LAKE (81140)								
Owner's Name/Address	P.R.E. 0%								
JOE C LUKE CUSTOM BUILDER LLC 364 OLD 71 CEDAR CREEK TX 78612-3490	MAP #:								
	2017 Est TCV 300								
	Improved X Vacant	Land Value Estimates for Land Table 457.457.RES.PLATTED-ZONED RC-NO BUILD							
	Public Improvements	* Factors *							
	Dirt Road	Description	Frontage	Depth	Front	Depth	Rate %Adj.	Reason	Value
	Gravel Road	UNBUILD NO LAKE	30.00	100.00	1.0000	1.0000	10 100		300
	Paved Road	30 Actual Front Feet, 0.07 Total Acres Total Est. Land Value =							300
	Storm Sewer								
	Sidewalk								
	Water								
	Sewer								
	Electric								
	Gas								
	Curb								
	Street Lights								
	Standard Utilities								
	Underground Utils.								
	Topography of Site								
	Level								
	Rolling								
	Low								
	High								
	Landscaped								
	Swamp								
	X Wooded								
	Pond								
	Waterfront								
	Ravine								
	Wetland								
	Flood Plain								
		Year	Land Value	Building Value	Assessed Value	Board of Review	Tribunal/Other	Taxable Value	
	Who When What	2017	200	0	200			111C	
	CB 07/31/1993 COMPLETED	2016	200	0	200			111C	
	CAG 12/31/1978 COMPLETED	2015	200	0	200			111C	
	MAS 08/04/1977 COMPLETED	2014	200	0	200			110C	

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County of Washtenaw, Michigan

*** Information herein deemed reliable but not guaranteed***

Reply all | Delete Junk |

Northfield Community Park

RS

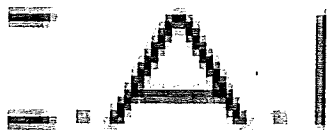
Rick Smith <rsmith@cahull.com>

Today, 1:41 PM

William Wagner Jr. <wagnerw@ewashtenaw.org>; Joe Wesley <JWesl

Reply all |

Inbox



Download

William,

Thank you for your time in meeting with us today. We would like to request the use of the Northfield Community Park for access to the US-23 Bridges over the Railroad from Whitmore Lake Road. We would propose to remove the topsoil and place a 10' wide gravel access road, at existing grade, from Whitmore Lake Road to the bridges; this would be maintained from February 20th to October 31st. Please review and advise.

Thank you,

Richard Smith
Project Manager
248.694.8050 Office
248.363.2399 Fax
810.922.6017 Cell
rsmith@cahull.com <mailto:rsmith@cahull.com>
www.cahull.com <http://www.cahull.com/>

[hull]

Joe Wesley
Superintendent
c 810 217 9978
jwesley@cahull.com



CONTRACTORS SINCE 1954

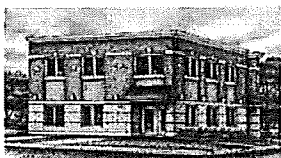
C.A. Hull Co., Inc.
8177 Goldie Rd • Walled Lake, MI 48390
p 248 363 3813 • f 248 363 2399

Richard Smith
Project Manager
direct p 248 694 8050
fax 248 363 2399
cell 810 922 6017
rsmith@cahull.com



CONTRACTORS SINCE 1954

C.A. Hull Co., Inc.
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www.cahull.com



LAW OFFICE OF PAUL E. BURNS

Attorneys at Law
133 West Grand River
Brighton, Michigan 48116
(810) 227-5000 FAX (810) 220-5895

Paul E. Burns
Bradford L. Maynes
Heather K. Kitson

ATTORNEY-CLIENT PRIVILEGED CONFIDENTIAL COMMUNICATION

February 9, 2017

VIA ELECTRONIC MAIL

Northfield Township Board of Trustees
Township of Northfield
8350 Main Street
Whitmore Lake, Michigan 48189

Re: Township Supervisor Statutory Duties

Dear Trustees,

The Township has asked our office to address the legal question of whether there are potential conflicts of interest between the statutory duties of the Township Supervisor and the duties that the Township previously set forth for the Township Manager in the list attached hereto.

The duties of the Township Supervisor are set forth in several places throughout Michigan statutes, and the primary duties of the Supervisor include the following:

- Moderates Board of Trustees meetings (MCL 41.72a)
- Is the chief assessing officer for the Township (MCL 41.61)
- Is the secretary to the Board of Review (MCL 41.61)
- Is the Township's legal agent (MCL 41.2)
- Maintains all records that are to be filed with the Supervisor's office (MCL 41.62)
- Develops a draft budget (MCL 141.434)
- Oversees the budget (MCL 141.434)
- Appoints planning commissioners, subject to a vote of the Board (MCL 125.3815)

The list previously prepared by the Township enumerates proposed duties of a proposed Township Manager. The list of responsibilities states as follows:

- Serve as Chief Administrative Officer.
- Serve as Personnel Manager

Northfield Township Board of Trustees

February 9, 2017

Page 2

- Administer Union and Non-Union contracts
- Provide policy analysis to Township Board on proposed legislation and programs.
- Manage departmental and enterprise managers.
- Direct section administrators.
- Coordinate with the Clerk's office, development of Township Board agenda and background information, and assist in establishing Board agendas following their recommendations.
- Manage Township projects and initiatives.
- Ensure implementation of Township policy and procedure.
- Oversee all contract administration.
- Under the Uniform Budget and Accounting Act, maintain responsibility and oversight of the preparation of the annual budget.
- Oversee Freedom of Information Act coordinator, maintain responsibility for F.O.I.A. denials.
- Investigate citizen complaints.
- Facilitate intergovernmental coordination.
- Ensure all departments, enterprises, and administrative functions operate consistent with State and Federal laws.
- Review and report on legislative changes affecting Northfield Township, responding to citizen inquiries as well as inquiries from other sources such as governmental agencies, outside vendors, auditors, attorneys and the press.
- Attend all meetings of the Township Board of Trustees. Provide key information related to the financial and operational issues of the discussion.
- Recommend administrative policies, projects, procedures, ordinances, and planning objectives to the Township Board.
- Develop and implement operational and administrative procedures and programs designed to increase efficiency and reduce costs.
- Coordinate and provide support for the activities of the Township's Commissions and Committees.
- Provide general oversight of all functions of the Township and the Township Board's behalf; conduct research and perform administrative duties as delegated by the Board of Trustees.
- Act as Personnel Officer for the Township. Responsible for performance reviews of all department heads and non-union personnel.
- Supervise and coordinate the utilization of all contracted services including, but not limited to, legal, engineering, accounting, architectural, planning and assessing within statutory guidelines.
- Supervise and coordinate other duties as may be required by ordinance or at the direction of the Township Board.
- Perform other duties as required.

Under Michigan law, there are two areas that are generally referred to as “conflicts of interest” for public officials – serving in two incompatible public offices, and use of public assets for personal benefit. As the Township’s question regards conflicts of interest arising between the Supervisor’s statutory duties and the proposed list of duties for a Township Manager, the latter conflicts of interest are not relevant to this analysis.

The incompatibility of offices is governed by MCL 15.181, et seq. “Incompatible offices” are defined by MCL 15.181(b) as follows:

“Incompatible offices” means public offices held by a public official which, when the official is performing the duties of any of the public offices held by the official, results in any of the following with respect to those offices held:

- (i) The subordination of 1 public office to another.
- (ii) The supervision of 1 public office by another.
- (iii) A breach of duty of public office.

MCL 15.182 goes on to provide that “Except as provided in section 3, a public officer or public employee shall not hold 2 or more incompatible offices at the same time”. Relevant to the present situation, however, section 3 (MCL 15.183) provides, in relevant part, as follows:

Section 2 does not do any of the following:

* * *

- (c) Limit the authority of the governing body of a city, village, township, or county having a population of less than 40,000 to authorize a public officer or public employee to perform, with or without compensation, other additional services for the unit of local government.

Accordingly, as long as the population of Northfield Township remains below 40,000, the Township is not prevented from authorizing the Township Supervisor to perform additional services for the Township that would otherwise constitute incompatible offices, nor is the Township Supervisor prohibited from performing those duties.

Notwithstanding MCL 15.183, the employment of persons by the Township is governed by MCL 41.75a, which states as follows:

The township board may employ a township manager and other employees as are necessary. They shall serve at the pleasure of the township board and shall perform duties lawfully directed by the township board, except those duties that are delegated by law to another township official, unless consent has been granted.

As a result, the Township Board has ultimate responsibility for assigning responsibility for the performance of all non-statutory duties, as well as for the hiring and firing of those performing those duties. As a result, a perceived conflict of interest between the Supervisor's statutory duties and assigned non-statutory duties could only arise if created by the Board, and could be equally dissipated by Board action. Again, even in the event that the Township Board should inadvertently create such a perceived conflict, MCL 15.183 prevents such an action from constituting incompatibility of offices under Michigan statutory law, as long as the population of Northfield Township remains under 40,000.

In addition to the foregoing, a legal analysis of the above-referenced lists reveals that the duties listed would involve virtually every department of the Township. From a legal standpoint, though these would not constitute a conflict of interest, they would potentially conflict with Michigan statutory law. Regardless of whether the duties assigned by the Board are to be performed by a Township Manager or the Township Supervisor, they cannot supersede the placement of those duties statutorily with either the Supervisor, Clerk or Treasurer. By way of example, the above list calls for the person in question to serve as personnel manager, ensure that all departments operate consistent with state and federal law, and provide general oversight of all functions of the Township. The breadth of these allocations of responsibility could imply the supervision of the Clerk, Deputy Clerk, Treasurer and Deputy Treasurer by the Manager or Supervisor. All four of these offices are statutorily created, and are answerable only to the citizens of the Township, in the case of the Clerk and Treasurer, and to the Clerk and Treasurer, respectively, in the case of the Deputy Clerk and Deputy Treasurer.

As a result, regardless of whether the Manager or Supervisor is fulfilling the role, the list could be interpreted in an overly broad manner with regard the following allocations of responsibility:

- Serve as Personnel Manager
- Manage departmental and enterprise managers.
- Direct section administrators.
- Ensure all departments, enterprises, and administrative functions operate consistent with State and Federal laws.
- Act as Personnel Officer for the Township. Responsible for performance reviews of all department heads and non-union personnel.

In the event that the Township wishes to move forward with the assignment of these duties to either the Township Supervisor or a Township Manager, it is our recommendation that this document be revised to more clearly reflect this statutory distinction.¹ The remainder of the duties can be performed by the Township Supervisor without conflict with her statutory duties.

¹ This document should also be reviewed by the Township's auditors to ensure compliance with governmental accounting standards and regulations.

Northfield Township Board of Trustees
February 9, 2017
Page 5

Please contact our office if you have any questions in this regard.

Very truly yours



Paul E. Burns



Bradford L. Maynes

Northfield Township Township Manager

SUMMARY:

Serves as the Chief Administrative Officer and Personnel Manager for implementing the policies and directives of the Board of Trustees. Provides overall coordination of all Township operations and directs Township operations. Oversees the management and direction of all Township departments, enterprises, and consulting services. Under the Uniform Budget and Accounting Act, maintains responsibility and oversight of the preparation of the annual budget.

RESPONSIBILITIES:

- Serve as Chief Administrative Officer.
- Serve as Personnel Manager.
- Administer Union and Non-Union contracts.
- Provide policy analysis to Township Board on proposed legislation and programs.
- Manage departmental and enterprise managers.
- Direct section administrators.
- Coordinate with the Clerk's Office, development of Township Board agenda and background information, and assist in establishing Board agendas following their recommendations.
- Manage Township projects and initiatives.
- Ensure implementation of Township policy and procedure.
- Oversee all contract administration.
- Under the Uniform Budget and Accounting Act, maintain responsibility and oversight of the preparation of the annual budget.
- Oversee Freedom of Information Act coordinator, maintain responsibility for F.O.I.A denials.
- Investigate citizen complaints.
- Facilitate intergovernmental coordination.

- Ensure all departments, enterprises, and administrative functions operate consistent with State and Federal laws.
- Review and report on legislative changes affecting Northfield Township, responding to citizen inquiries as well as inquiries from other sources such as governmental agencies, outside vendors, auditors, attorneys and the press.
- Attend all meetings of the Township Board of Trustees. Provide key information related to the financial and operational issues of the discussion.
- Recommend administrative policies, projects, procedures, ordinances, and planning objectives to the Township Board.
- Develop and implement operational and administrative procedures and programs designed to increase efficiency and reduce costs.
- Coordinate and provide support for the activities of the Township's Commissions and Committees.
- Provide general oversight of all functions of the Township and the Township Board's behalf; conduct research and perform administrative duties as delegated by the Board of Trustees.
- Act as Personnel Officer for the Township. Responsible for performance reviews of all department heads and non-union personnel.
- Supervise and coordinate the utilization of all contracted services including, but not limited to, legal, engineering, accounting, architectural, planning and assessing within statutory guidelines.
- Supervise and coordinate other duties as may be required by ordinance or at the direction of the Township Board.
- Perform other duties as required.

GENERAL INFORMATION

Education / Experience:

- Bachelor's Degree in Public Administration, or related field, with significant experience. Master's Degree level preferred. Extensive experience without a Bachelor's Degree would be considered.
- Minimum of five years of progressively more responsible administrative experience in municipal government involving budget preparation, personnel administration, finance, as well as planning and policy development. Prior experience as a Township Manager is beneficial.

- 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.

Hours:

Full-time

Benefits:

As provided under Employee Handbook

Starting Salary:

Negotiable

Reports to:

Township Board of Trustees