

NORTHFIELD TOWNSHIP BOARD AGENDA
July 11, 2017 - 7:00 PM
8350 Main Street, 2nd Floor

CALL TO ORDER

INVOCATION / PLEDGE

ROLL CALL

CONSENT AGENDA: Minutes, Bills, Department Head and Building Department Reports

ADOPT BALANCE OF AGENDA

CALL TO THE PUBLIC

BOARD MEMBER CLARIFICATIONS

CORRESPONDENCE AND ANNOUNCEMENTS

REPORTS/UPDATES

- ZBA Report
- Planning Commission Report
- Parks and Rec Report
- Land Preservation Committee
- Financial Report
- Supervisor's Report

AGENDA ITEMS

1. Request to hire Brendon Daoust as a non-paid police department intern
2. Request to pay police reserve officers for reimbursable events
3. Request to hire paid-on-call Assistant Fire Chief Steven Lowe
4. Request to purchase fire truck
5. Request for wage increase for non-union employees
6. Staff raises
7. Budget amendment #1 and Resolution #17-_____
8. Budget amendment #2 and Resolution #17-_____
9. Employment contract for Township Manager
10. Gas Consumer Choice Contract with Constellation NewEnergy
11. Amendment to Urban County Cooperative Agreement
12. 7725 Shady Beach Property Maintenance Code Violation
13. Air conditioner replacement bids for the Wastewater Treatment Plant
14. Board meeting date changes for August
15. Appointments
 - a. Downtown Development Authority
 - b. Land Preservation Committee
 - c. Board of Review
16. Zoning Ordinance Amendment #17-_____ to revise the application and fee requirements
* 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.

17. Zoning Ordinance Amendment #17-_____ to adopt the Whitmore Lake/Horseshoe Lake overlay district on the official zoning map, revise the sign posting requirements, and add provisions for Little Free Library Book Stands
18. Civic event application for Whitmore Lake Homecoming Parade
19. Resolution for road closure for Whitmore Lake Homecoming Parade

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
June 13, 2017

CALL TO ORDER

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

PLEDGE

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:

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

CONSENT AGENDA:

Minutes were added to the agenda as Item 10.

ADOPTION OF AGENDA

An update from the Farmland and Natural Areas Committee, Board Discussion of the budget, and Mr. Dockett's Pay were added to the agenda, and Hiring of a Part-Time Police Officer was removed.

- **Motion:** Chick moved, Otto supported, that the agenda be adopted as amended. **Zelenock requested a roll call vote. Motion carried 5—2 on a roll call vote, Zelenock and Dockett opposed.**

FIRST CALL TO THE PUBLIC

Mary Devlin, 9211 Brookside and Julia Henshaw, 4681 Six Mile, commented on the successful Kiwanis anniversary celebration and Township cleanup day and reported on the activities of the Farmland and Natural Areas Committee.

BOARD MEMBER COMMENTS

Board members discussed denials of business applications by the Township planning consultant and enforcement activities passed on comments from residents who had noise concerns and want to see the new downtown park used, reported on checking references of Township Manager candidates, and noted \$6,660 was raised for completing the Barker Road non-motorized path. They also commented on the successful Township cleanup day,

a Planning Commission ordinance proposal, proposed donations for the downtown park, collection of taxes, and the request for funding from the Farmland and Natural Areas Committee

CORRESPONDENCE AND ANNOUNCEMENTS

Chockley invited interested parties to submit applications to serve on various Township entities, including Parks and Recreation, Board of Review, and Zoning Board of Appeals.

REPORTS

Fire and Police. Wagner briefly answered questions.

Wastewater Treatment Plant. Willis answered questions about overtime, sewer taps, the plant water supply, and the flow monitoring study.

Senior Center. Chockley answered a question about a Seniors focus group held by the Township planner, and Averill announced the summer film series and briefly answered questions about Center field trips.

Zoning Board of Appeals. No meetings held in May or June.

Planning Commission. Chick reported on public hearings and zoning ordinance changes considered at the June 4th meeting.

Farmland and Natural Areas Committee. Zelenock reported on the June 8th meeting, noted there is an open position, reviewed the request for funding, and announced the next meeting on July 13th.

Parks and Recreation. Beliger reported no meeting was held in May, 37 of the 40 garden plots are being used, and the next meeting is June 15th.

Financial. Zelenock reported interest is now being earned on the Township's checking account, said she is considering options for reinvestment of a certificate of deposit, and briefly answered questions.

Supervisor. Chockley referred to her written report and the zoning enforcement officer's report, answered questions, and noted that opportunities for residents to provide input on the Downtown Strategic Plan include an open house on June 20th and an ice cream social and meet and greet on July 8th.

Chockley called a five minutes recess.

**PUBLIC HEARING
AND BOARD DISCUSSION**

**1.
Fiscal Year 2017-18 Budget**

Chockley made introductory remarks about the budget, noting that it is not complete without input from the public and Board members.

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

Andrew Lakatos, 9249 Lakewood, Mary Devlin, 9211 Brookside, and Susan Shink, 600 W. Joy Road, made comments, including:

- The new downtown park is a focal point for the community with lake access. A citizens committee should be formed to make plans for development and to raise funds.
- Interest is not declining in Community Center activities, rather trips are too expensive for many members. There should be a rainy day fund for repairs to the building.
- The Farmland and Natural Areas Committee has a plan that it will submit to the Board in support of its funding request. Webster Township's economy realizes a \$5 return for every \$1 spent on land preservation.

Board members discussed various topics, including:

- Best estimates for revenue and expenses being used, rather than trying to build in a cushion by underestimating revenue.
- Making budget amendments during the year if unexpected expenses are incurred.
- Including explanatory comments for unusual items (e.g. sale of fire trucks).
- Setting appropriate salary levels to properly compensate and retain valuable staff.
- Other staffing expenses, including transportation for the zoning enforcement officer and other staff (providing a vehicle vs. paying mileage) and recording secretary costs.
- Sources of funding for People's Express other than the Township.
- How to use rent received for the Fire Station #2 cell tower.
- Whether to fund the request from the Farmland and Natural Areas Committee.

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

Chockley invited the public, Board members, and department heads to contact her with any further comments. Dockett asked that the fund balance be shown on the financial reports each month.

There was discussion about whether to continue to collect a 1% administrative fee with property taxes (about \$140,000 total) to offset the \$213,000 cost of operating the Board of Review, assessing, and the Treasurer's office.

AGENDA ITEMS

**1.
Amendments to Fiscal Year 2016/17 Budget**

- ▶ **Motion:** Chick moved, Chockley supported, to Adopt a Resolution of the Township of Northfield, Washtenaw County, Michigan, Amending the 2017 Budget (Amendment #4) within the Medical Rescue Fund as provided in the packet. **Motion carried 5—2 on a roll call vote, Beliger and Dockett opposed. Resolution adopted.**

**2.
Civic Event Permit: 4th of July Parade**

- ▶ **Motion:** Beliger moved, Chick supported, to approve the Civic Event Permit for the Fourth of July Parade. **Motion carried 5—0—2 on a voice vote, Otto and Zelenock abstaining as members of the committee.**

**3.
Resolution 17-564:
Road Closure for 4th of July Parade**

- ▶ **Motion:** Chockley moved, Beliger supported, that the Resolution Regarding a Temporary Road Closure Requested by Kiwanis Foundation of Whitmore Lake (as amended to correct the name of the entity) be approved. **Motion carried 7—0 on a voice vote, Otto and Zelenock abstaining as members of the committee.**

**4.
Hiring of
Front Desk Clerk/Building Department Assistant**

- ▶ **Motion:** Chockley moved, Beliger supported, that Christina Rollison be hired for the front desk clerk position at the rate of \$15/hour to start June 14, 2017. **Motion carried 7—0 on a roll call vote.**

**5.
Hiring of Part-time Police Officer**

Removed from the agenda.

**6.
Sale of Used VHF Pagers**

- ▶ **Motion:** Beliger moved, Chick supported, that the sale of the VHF pagers be authorized. **Motion carried 7—0 on a voice vote.**

**7.
Decision to Extend Conditional Offer
for Township Manager Position**

- ▶ **Motion:** Beliger moved, Dockett supported, to extend a conditional offer to Lianne Clair for the position of Township Manager. **Motion failed 3—4 on a roll call vote; Chick, Manley, Zelenock, and Chockley opposed.**

**Northfield Township Board Meeting
Minutes of Regular Meeting
Public Safety Building; 8350 Main Street
June 13, 2017**

- ▶ **Motion:** Chick moved, Otto supported, to extend a conditional offer to Steven Aynes for the position of Township Manager. **Motion carried 4—3 on a roll call vote; Manley, Chockley, and Zelenock opposed.**

**8.
Consider Fifer Investigations
to Conduct Background Check
on Township Manager Candidate**

- ▶ **Motion:** Otto moved, Chick supported, to hire Fifer Investigations to Conduct a Level III background check on Steven Aynes at a cost not to exceed \$1,000. **Motion carried 5—2 on a roll call vote, Zelenock and Manley opposed.**

**9.
Bills**

Chockley answered several questions from other Board members.

- ▶ **Motion:** Chockley moved, Zelenock supported, that the bills be accepted and the open bills be paid. **Dockett requested a roll call vote. Motion carried 6—1 on a roll call vote, Dockett opposed.**

**10.
Minutes**

Beliger made a correction to a motion, and several other minor corrections were noted.

- ▶ **Motion:** Chockley moved, Chick supported, that the minutes of May 4, 9, and 16 special meetings be adopted as presented, and the minutes of the May 9 and 23 regular meetings, and the May 17 and 30, 2017, special meetings be adopted as amended and to dispense with the reading. **Motion carried 7—0 on a voice vote.**

**11.
Mr. Dockett's Pay**

- ▶ **Motion:** Beliger moved, Otto supported, that Mr. Dockett be provided with one paycheck per year for his salary, with the costs incurred being absorbed by the Township.

There was discussion about whether Dockett should pay the cost charged for the check being written and what the legal options for making the payment are.

Motion carried 6—0—1 on a roll call vote, Dockett abstaining.

DISCUSSION ITEMS

**1.
Proposed 2017 Millage Rates**

Chockley explained that fire millages will on the ballot in August, so the Assessor recommends that millage rates be approved at the August 22nd meeting.

**2.
Employment Contract
for Independent Contractors**

Otto said she would like the matter of an employment policy for independent contractors on the next agenda.

SECOND CALL TO THE PUBLIC

Chuck Steuer, 760 Six Mile and Patrick Kelley, 8310 Main Street made comments about the Six Mile Road culvert costs and the need to change the August 8th Board meeting date due to the election being held that day.

BOARD MEMBER COMMENTS

Board members called for Fourth of July Parade volunteers, urged support for local businesses, and expressed concern about planning consultant fees. They also thanked the Township Manager candidates and congratulated Mr. Aynes.

CORRESPONDENCE AND ANNOUNCEMENTS

None.

ADJOURNMENT

- ▶ **Motion:** Chockley moved, Zelenock supported, that the meeting be adjourned. **Motion carried 7—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
June 27, 2017**

CALL TO ORDER

The meeting was called to order at 6:37 P.M. by Supervisor Chockley at 8350 Main Street.

INVOCATION/PLEDGE

Trustee Beliger provided an 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	Present
Jacki Otto, Trustee	Present

Also present:
Public Safety Director William Wagner
Township Attorney Paul Burns
Township Attorney Stacy Belisle
Recording Secretary Lisa Lemble
Members of the community

ADOPT AGENDA

- ▶ **Motion:** Chockley moved, Beliger 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 CLARIFICATIONS

No comments.

CORRESPONDENCE AND ANNOUNCEMENTS

Dockett made comments about an officer on leave.

CLOSED SESSION

- ▶ **Motion:** Chockley moved, Chick supported, that the Board go into closed session pursuant to MCL 15.265(8)(e) and (h) to consult with attorney regarding trial or settlement strategy in connection with pending litigation and to consider material exempt from discussion or disclosure by state or federal statute.
Motion carried 7—0 on a roll call vote.
- ▶ **Motion:** Chockley moved, Manley supported, that the Board return to open session.
Motion carried 7—0 on a roll call vote.

ACTIONS AS A RESULT OF CLOSED SESSION

- ▶ **Motion:** Chockley moved, Chick supported, to direct the Township attorney to resolve the pending litigation against Nowatzke as set forth in closed session. **Motion carried 7—0 on a roll call vote.**
- ▶ **Motion:** Chockley moved, Chick supported, that Lt. Timothy Greene be placed on unpaid leave and to initiate an investigation to determine if he has violated Northfield Township policies and procedures. **Motion carried 6—1 on a roll call vote, Zelenock opposed.**

SECOND CALL TO THE PUBLIC

Sam Morello, 7729 Shady Beach, asked about enforcement activity of a blighted property at 7725 Shady Beach. Myron Rolison, 175 Barker Road, made comments about denial of a use request for his property. Julia Henshaw, 4681 Six Mile Road, member of the Land Preservation Committee, spoke about the committee's budget request. David Gordon, 5558 Hellner Road, spoke about taxes.

BOARD MEMBER COMMENTS

Board members responded to comments made during Call to the Public, commented on the cost and content of a Township newsletter, and noted tax bills will be issued by July 1st.

ADJOURNMENT

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

The meeting adjourned at 7:56 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
Minutes
June 27, 2017**

CALL TO ORDER

The meeting was called to order at 7:57 P.M. by Supervisor Chockley at 8350 Main Street.

PLEDGE

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:

Public Safety Director William Wagner
Township Attorney Paul Burns
Township Attorney Stacy Belisle
Recording Secretary Lisa Lemble
Members of the community

ADOPT AGENDA

Otto asked Item 1 be split into three parts. Maynes corrected the title of Item 8.

- ▶ **Motion:** Chockley moved, Beliger supported, that agenda be adopted as amended. Zelenock called for a roll call vote. Motion carried 6—1 on a roll call vote, Zelenock opposed.

FIRST CALL TO THE PUBLIC

No comments.

BOARD MEMBER COMMENTS

None.

CORRESPONDENCE AND ANNOUNCEMENTS

Chockley noted that she removed appointments to the DDA, Board of Review, Parks & Recreation, and Land Preservation Committee due to lack of applicants. She urged interested residents to apply. Dockett noted that old Board members can also nominate candidates.

AGENDA ITEMS

1.

**Township Manager
Employment Agreement & Salary**

a. *Township Manager Job Description as Amended by the Labor Attorney.*

Otto noted the amended description has not been approved by the Board.

- ▶ **Motion:** Otto moved, Beliger supported, to approve the amended job description for the Township Manager. Motion carried 7—0 on a roll call vote.

b. *Township Manager Employment Agreement.*

The Board discussed changes to be made including the reporting hierarchy, the effective date, presentation of performance review, benefits, and severance.

c. *Township Manager Salary.* Chockley noted she had placed \$60,000 in the budget.

- ▶ **Motion:** Chockley moved, Beliger supported, that negotiations for the Township Manager annual salary begin at \$60,000. Dockett called for a roll call vote. Motion carried 5—2 on a roll call vote, Dockett and Zelenock opposed.

2.

**Authorize Labor Counsel to Begin Negotiations
for Township Manager Position**

- ▶ **Motion:** Otto moved, Belisle supported, that the authorization for labor counsel to begin negotiations for the Township Manager position be tabled to July 11, 2017. Motion carried 7—0 on a roll call vote.

Chockley recessed the meeting briefly.

3.

**Land Preservation Committee
Plan and Budget Request**

Zelenock recalled that the Board had requested that the committee prepare this budget request. A committee member briefly reviewed the content and need for the funding. The Board asked about the services a consultant would provide and how committee members could participate. Beliger said this proposal changes the original purpose and goals of the committee.

- ▶ **Motion:** Beliger moved, Dockett supported, that the Farmland and Preservation Committee be dissolved July 25, 2017, at which time the committee will present to the Board their final report regarding strategies that would benefit the Township.

Committee member Julia Henshaw spoke in opposition, and Board members commented pro and con.

Motion failed 2—5 on a roll call vote, Chick, Otto, Manley, Chockley, and Zelenock opposed.

4.
**Presentation, Public Hearing & Discussion:
Fiscal Year 2017-18 Budget
and**

6.
**Resolution 17-567: General Appropriations Act
Fiscal Year 2017-18 Budget**

Chockley made a slide presentation and the Board discussed possible adjustments, as well items not funded, including building improvements and master planning.

Chockley distributed a revised version of the General Appropriations Act which included several corrections. There was discussion about whether to amend it to remove funding for the items discussed (Preservation and Parks & Recreation committees, staff salary increases, and escrow planner). It was agreed that could be done later.

- ▶ **Motion:** Chick moved, Manley supported, to approve the Northfield Township General Appropriations Act, Resolution 17-567, as revised. **Motion carried 5—2 on a roll call vote, Dockett and Beliger opposed. Resolution adopted.**

5.
**Resolution 17-566:
Fiscal Year 2016-17 Budget Amendment #5**

- ▶ **Motion:** Chockley moved, Chick supported, to approve Resolution 17-566 amending the 2017 (current year) budget. **Motion carried 6—1 on a roll call vote, Dockett opposed. Resolution adopted.**

7.
Life and Disability Insurance Contract Renewal

Chockley distributed a revised schedule, noting the rates are for two years and the agent is recommending MetLife at a lower premium than the current policy.

- ▶ **Motion:** Chockley moved, Beliger supported, to approve the proposal from MetLife for life and long-term disability insurance. **Motion carried 6—1 on a roll call vote, Dockett opposed.**

8.
Synagro (Sludge Hauler) Contract Assignment

Maynes explained Synagro is being taken over by another company. He recommended that when the original

contract expires at the end of the year he review the new contract.

- ▶ **Motion:** Chockley moved, Otto supported, to authorize the Township Supervisor to execute the Assignment, Assumption, and Novation Agreement between Synagro and Michigan Agribusiness Solutions, LLC. **Motion carried 7—0 on a roll call vote.**

9.
**Berends, Hendrick & Stuit
Liability Insurance Contract Renewal**

Chockley noted the cost of the policy is going down for this one year renewal.

- ▶ **Motion:** Chockley moved, Otto supported, that the Township enter into the contract with Berends, Hendrick & Stuit for liability insurance. **Motion carried 5—2 on a roll call vote, Dockett and Beliger opposed.**

SECOND CALL TO THE PUBLIC

David Gordon, 5558 Hellner Road, and Jim Nelson, 7777 Sutton Road, commented on issues including the Township Manager job description, the cost of the Township Manager position, and Board opposition to funding for committees.

BOARD MEMBER COMMENTS

Board members wished everyone a happy 4th of July, asked that everyone shop locally and keep first responders and members of the military in their thoughts, thanked Chockley for her work on the budget, commented on proposed budget changes, and noted donations can be made to Township projects.

CORRESPONDENCE AND ANNOUNCEMENTS

Board members and Wagner reviewed 4th of July Parade, Fireworks, and boat race information.

ADJOURNMENT

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

The meeting adjourned at 11:04 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

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http://www.twp-northfield.org/government/township_board_of_trustees/

NORTHFIELD TOWNSHIP

MEMO

To: Northfield Township Board
From: Jennifer Carlisle
Date: 6/29/2017
Re: Open Bills Report

Dear Township Board,

As you all know, I will be out of the office July 3-7. I ran my "PAID" and "OPEN" bills reports as of 6/29/17, but I am expecting more bills to arrive during the week that I am gone. I will enter any bills that arrive while I am gone when I get back on Monday, July 10th. Therefore, there will be a second "OPEN" report this month to include those newly received bills that you will receive on July 10th.

Sincerely,

Jennifer Carlisle
Administrative Assistant

06/29/2017 02:52 PM
 User: JEN
 DB: Northfield

INVOICE GL DISTRIBUTION REPORT FOR NORTHFIELD TOWNSHIP
 EXP CHECK RUN DATES 06/13/2017 - 07/12/2017
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN
 BANK CODE: MIF

6/29/17
OPEN

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 101 TOWNSHIP BOARD					
101-101-807	MEMBERSHIP DUES	HURON RIVER WATERSHED CO	ANNUAL MEMBERSHIP APR 2017-MARCH 2018	781.84	
Total For Dept 101 TOWNSHIP BOARD				781.84	
Dept 172 TOWNSHIP MANAGER					
101-172-818	CONTRACTUAL SERVICES	MUNICODE	ADMIN SUPPORT FEE 6/1/17-5/31/18	275.00	
Total For Dept 172 TOWNSHIP MANAGER				275.00	
Dept 253 TREASURER					
101-253-803	LEGAL	PAUL E BURNS	LEGAL SERVICES FOR MAY 2017 + JUNE RE	500.00	
101-253-957	TRAINING & DEVELOPMENT	CHRISTINA ROLLISON	CNA SURETY BOND FOR BECOMING NOTARY P	55.00	
Total For Dept 253 TREASURER				555.00	
Dept 257 ASSESSING					
101-257-818	CONTRACTUAL SERVICES	ASSESSMENT ADMIN. SERVIC	ASSESSING SERVICE MID-JUNE TO MID-JUL	5,833.33	
Total For Dept 257 ASSESSING				5,833.33	
Dept 270 LEGAL/PROFESSIONAL					
101-270-803	LEGAL	MCGRAW MORRIS P.C.	LABOR COUNSEL: SERVICES FOR NOV. 2015	25.00	
101-270-803	LEGAL	MCGRAW MORRIS P.C.	LABOR COUNSEL: SERVICES FOR JULY 2016	62.50	
101-270-803	LEGAL	MCGRAW MORRIS P.C.	LABOR COUNSEL: SERVICES FOR NOV. 2016	25.00	
101-270-803	LEGAL	MCGRAW MORRIS P.C.	LABOR COUNSEL: SERVICES FOR MARCH & A	612.50	
101-270-803	LEGAL	MCGRAW MORRIS P.C.	LABOR COUNSEL: SERVICES FOR JAN & FEB	443.75	
101-270-803	LEGAL	MCGRAW MORRIS P.C.	LABOR COUNSEL MAY 2017	4,111.30	
101-270-803	LEGAL	PAUL E BURNS	LEGAL SERVICES FOR MAY 2017 + JUNE RE	11,066.80	
101-270-927	ALLOCATE TO DEPARTMENTS	PAUL E BURNS	LEGAL SERVICES FOR MAY 2017 + JUNE RE	(3,800.00)	
Total For Dept 270 LEGAL/PROFESSIONAL				12,546.85	
Dept 412 PLANNING/ZONING DEPT					
101-412-801	PLANNER FEES	MCKENNA ASSOCIATES	PLANNING & ZONING SERVICES 5/1/17-5/3	2,207.50	
101-412-823	ZONING ADMINISTRATION	MCKENNA ASSOCIATES	PLANNING & ZONING SERVICES 5/1/17-5/3	810.00	
101-412-860	FUEL & MILEAGE	MARY BIRD	MILEAGE FOR MAY & JUNE 2017	51.36	
Total For Dept 412 PLANNING/ZONING DEPT				3,068.86	
Dept 666 COMMUNITY CENTER					
101-666-815	CC PROGRAMS	LINDA HARTLEY	CHAIR YOGA & GENTLE YOGA FOR JUNE 201	180.00	
101-666-815	CC PROGRAMS	LISA ABRAMS	GENTLE ENERGY EXERCISE WINTER/SPRING	44.00	
101-666-815	CC PROGRAMS	TAMI AVERILL	PROGRAM & SR NUTRITION SUPPLIES 4/26/	84.02	
101-666-822	SENIOR NUTRITION	TAMI AVERILL	PROGRAM & SR NUTRITION SUPPLIES 4/26/	41.26	
101-666-930	REPAIRS & MAINTENANCE	ALLIANCE WINDOW CLEANING	COM CTR WINDOWS 5/31/17	58.00	
101-666-930	REPAIRS & MAINTENANCE	MASTERCRAFT PLUMBING, IN	REPAIR TO FAUCET & ADJUSTED FLOW TO F	354.00	
101-666-970	EQUIPMENT	KIM POHL	POPCORN MACHINE, CART & EQUIPMENT	50.00	
Total For Dept 666 COMMUNITY CENTER				811.28	
Dept 753 RECREATION BOARD					
101-753-727	SUPPLIES	TUTHILL FARMS & COMPOSTI	COM. GARDEN: GARDEN MIX & DELIVERY FE	475.00	
Total For Dept 753 RECREATION BOARD				475.00	
Total For Fund 101 GENERAL FUND				24,347.16	
Fund 207 LAW ENFORCEMENT FUND					
Dept 270 LEGAL/PROFESSIONAL					
207-270-803	LEGAL	MCGRAW MORRIS P.C.	LABOR COUNSEL: SERVICES FOR NOV. 2016	1,256.35	
207-270-803	LEGAL	MCGRAW MORRIS P.C.	LABOR COUNSEL: SERVICES FOR MARCH & A	275.00	
207-270-803	LEGAL	MCGRAW MORRIS P.C.	LABOR COUNSEL: SERVICES FOR JAN & FEB	56.25	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 207 LAW ENFORCEMENT FUND					
Dept 270 LEGAL/PROFESSIONAL					
207-270-803	LEGAL	PAUL E BURNS	LEGAL SERVICES FOR MAY 2017 + JUNE RE	3,300.00	
Total For Dept 270 LEGAL/PROFESSIONAL				4,887.60	
Dept 301 OPERATING COSTS					
207-301-807	MEMBERSHIP DUES	WAYNE COUNTY COMMUNITY	HEARTSAVER FIRST AID	35.75	
207-301-820	DISPATCH SERVICES	WASHTENAW COUNTY TREASUR	DISPATCH SERVICES JUNE 2017	5,278.91	
207-301-930	REPAIRS & MAINTENANCE	MOTOROLA SOLUTIONS, INC.	BATTERY	294.00	
Total For Dept 301 OPERATING COSTS				5,608.66	
Dept 333 TRANSPORTATION					
207-333-930	REPAIRS & MAINTENANCE	VAL'S SERVICE STATION	2014 TAURUS - 4 NEW TIRES	1,119.80	
Total For Dept 333 TRANSPORTATION				1,119.80	
Total For Fund 207 LAW ENFORCEMENT FUND				11,616.06	
Fund 216 MEDICAL RESCUE FUND					
Dept 301 OPERATING COSTS					
216-301-741	UNIFORMS/GEAR & ALLOWANCE	NORTH EASTERN UNIFORMS &	PARAGON SHIRTS	111.50	
Total For Dept 301 OPERATING COSTS				111.50	
Dept 333 TRANSPORTATION					
216-333-930	REPAIRS & MAINTENANCE	CARQUEST AUTO PARTS - FD	BAND WRENCH	6.64	
216-333-930	REPAIRS & MAINTENANCE	CARQUEST AUTO PARTS - FD	LGHTNG USB CHARGE SYNC & 5 GAL PURPLE	42.30	
216-333-930	REPAIRS & MAINTENANCE	FIRE WRENCH OF MICHIGAN,	TANKER 82 PUMP REPAIR	5,115.00	
Total For Dept 333 TRANSPORTATION				5,163.94	
Total For Fund 216 MEDICAL RESCUE FUND				5,275.44	
Fund 248 DOWNTOWN DEVELOPMENT AUTH					
Dept 301 OPERATING COSTS					
248-301-801	PLANNER FEES	MCKENNA ASSOCIATES	NORTHFIELD DOWNTOWN PLAN MAY 2017	3,984.00	
Total For Dept 301 OPERATING COSTS				3,984.00	
Dept 900 CAPITAL OUTLAY					
248-900-925	STREETSCAPING	MARLENE CHOCKLEY	FLOWERS FOR MAIN ST.	69.88	
Total For Dept 900 CAPITAL OUTLAY				69.88	
Total For Fund 248 DOWNTOWN DEVELOPMENT AUTH				4,053.88	
Fund 370 PUBLIC SAFETY BLDG DEBT FD					
Dept 301 OPERATING COSTS					
370-301-930	REPAIRS & MAINTENANCE	ALLIANCE WINDOW CLEANING	PSB ENTRANCEWAY 6/14/17	10.00	
370-301-930	REPAIRS & MAINTENANCE	ALISON MECHANICAL	REPAIR TO BLOWER ASSEMBLY, CLEANED CO	1,315.50	
370-301-930	REPAIRS & MAINTENANCE	ALLIANCE WINDOW CLEANING	PSB ALL WINDOWS INSIDE & OUTSIDE	500.00	
Total For Dept 301 OPERATING COSTS				1,825.50	
Total For Fund 370 PUBLIC SAFETY BLDG DEBT FD				1,825.50	
Fund 571 WASTEWATER TREATMENT FUND					
Dept 301 OPERATING COSTS					
571-301-740	OPERATING SUPPLIES	ALEXANDER CHEMICAL CORP	CHEMICALS	2,777.50	
571-301-740	OPERATING SUPPLIES	ALEXANDER CHEMICAL CORP	DEPOSIT REFUNDS	(1,100.00)	
571-301-817	LAB & TESTING	BRIGHTON ANALYTICAL LLC	SELENIUM	15.00	
571-301-819	COLLECTION SYS ANNUAL MAINT	CUMMINS BRIDGEWAY LLC	GENERATOR REPAIR ON LAKESHORE	631.00	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 571 WASTEWATER TREATMENT FUND					
Dept 301 OPERATING COSTS					
571-301-819	COLLECTION SYS ANNUAL MAINT	SYNAGRO CENTRAL, LLC	PUMP/TRANSP/APP OF LIQ MATERIALS, BIO	8,935.17	
571-301-930	REPAIRS & MAINTENANCE	USA BLUE BOOK	BACKFLOW PREVENTER	630.24	
Total For Dept 301 OPERATING COSTS				11,888.91	
Dept 900 CAPITAL OUTLAY					
571-900-970	EQUIPMENT	MIDWEST POWER SYSTEMS, I	REPAIR AT PUMP STATION	23,000.00	
Total For Dept 900 CAPITAL OUTLAY				23,000.00	
Total For Fund 571 WASTEWATER TREATMENT FUND				34,888.91	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:

Fund 101 GENERAL FUND	24,347.16
Fund 207 LAW ENFORCEME	11,616.06
Fund 216 MEDICAL RESCU	5,275.44
Fund 248 DOWNTOWN DEVE	4,053.88
Fund 370 PUBLIC SAFETY	1,825.50
Fund 571 WASTEWATER TR	34,888.91

Total For All Funds:	<u>82,006.95</u>
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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND								
06/14/2017	MIF	42440*#	1662187	ARBOR SPRINGS WATER CO INC	OFFICE 3- 5 GAL ARTESIAN WATER & R 727		265	19.50
			1662187		OFFICE 3- 5 GAL ARTESIAN WATER & R 940		265	14.00
				CHECK MIF 42440 TOTAL FOR FU				33.50
06/14/2017	MIF	42441	06012017	ASSESSMENT ADMIN. SERVICES,	ASSESSING SERVICES FOR MID MAY-MID 818		257	5,833.33
06/14/2017	MIF	42442*#	007011521-0002	BLUE CROSS BLUE SHIELD OF MI	PREMIUMS FOR JULY 2017	123	000	11,562.05
06/14/2017	MIF	42443	007011521-0001	BLUE CROSS BLUE SHIELD OF MI	PREMIUMS FOR JULY 2017	123	000	6,674.32
06/14/2017	MIF	42447	112842	BS&A SOFTWARE	FUND ACCOUNTING I TRAINING - YVETT 957		172	205.00
			112854		FUND ACCOUNTING II TRAINING - YVET 957		172	205.00
				CHECK MIF 42447 TOTAL FOR FU				410.00
06/14/2017	MIF	42452*#	8245 12 485 007512	CHARTER COMMUNICATIONS	PEG STATION 6/9/17-7/8/17	850	265	51.76
06/14/2017	MIF	42454	MILEAGE	CRISTINA WILSON	MILEAGE FOR 4/10/17-5/31/17	860	215	156.53
06/14/2017	MIF	42457	16-104C	FROHM & WIDMER, INC.	MTT DEPOSITION & HEARING - WAGAR V 959		247	6,000.00
06/14/2017	MIF	42458	2390	GREATER BRIGHTON CHAMBER COM	ANNUAL MEMBERSHIP 7/17-6/18	807	101	200.00
06/14/2017	MIF	42459	REIMBURSE	JENNIFER CARLISLE	LUNCH FOR CLEAN-UP DAY VOLUNTEERS 727		265	140.00
06/14/2017	MIF	42460	CLASSES	LINDA HARTLEY	CHAIR YOGA & GENTLE YOGA APRIL/MAY 815		666	365.00
06/14/2017	MIF	42463#	21604-4	MCKENNA ASSOCIATES	SERVICES FOR APRIL 2017	801	412	2,316.00
			21604-4		SERVICES FOR APRIL 2017	823	412	947.50
			21719-1		NORTHFIELD DOWNTOWN PLAN APRIL 201 801		757	1,494.00
				CHECK MIF 42463 TOTAL FOR FU				4,757.50
06/14/2017	MIF	42465*#	31320	MICRO TECH SERVICES INC	OFFICE ANTI-VIRUS 6/1/17-6/30/17	930	265	164.90
			31321		COM CTR ANTIVIRUS 6/1/17-6/30/17	930	666	18.00
				CHECK MIF 42465 TOTAL FOR FU				182.90
06/14/2017	MIF	42466#	0002025968	MLIVE MEDIA GROUP	ADS 5/15/17-5/21/17	900	101	236.56
			0002025968		ADS 5/15/17-5/21/17	900	412	803.31
				CHECK MIF 42466 TOTAL FOR FU				1,039.87
06/14/2017	MIF	42468	O-2581	MTA	ANNUAL DUES 7/1/17-6/30/18	807	101	5,513.59

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Fund: 101 GENERAL FUND								
06/14/2017	MIF	42469	00285983	MUNICODE	2017 CODIFICATION SUPPLEMENT -148	818	172	2,675.90
06/14/2017	MIF	42471*#	7900 0440 8028 914	NEOFUNDS BY NEOPOST	POSTAGE THROUGH 6/4/17	851	257	8.74
			7900 0440 8028 914		POSTAGE THROUGH 6/4/17	851	265	145.86
			7900 0440 8028 914		POSTAGE THROUGH 6/4/17	851	412	20.96
			7900 0440 8028 914		POSTAGE THROUGH 6/4/17	851	666	114.08
				CHECK MIF 42471 TOTAL FOR FU				<u>289.64</u>
06/14/2017	MIF	42473	184463	OHM ADVISORS	OLDENBURG-MCGEE FILL PERMIT REVIEW	806	270	400.00
06/14/2017	MIF	42474*#	APRIL 2017	PAUL E BURNS	LEGAL SERVICES FOR APRIL 2017	803	253	500.00
			APRIL 2017		LEGAL SERVICES FOR APRIL 2017	803	270	7,970.00
			APRIL 2017		LEGAL SERVICES FOR APRIL 2017	927	270	(3,800.00)
				CHECK MIF 42474 TOTAL FOR FU				<u>4,670.00</u>
06/14/2017	MIF	42475	3491	PEOPLE'S EXPRESS TRANSIT	COM CTR TRANSPORTATION TO ROCHESTE	812	666	300.00
06/14/2017	MIF	42480	MILEAGE	TABATHA ISENBARG	MILEAGE FOR APRIL & MAY 2017 - POST	860	253	24.00
06/14/2017	MIF	42481	365427743	TERMINIX	COM CTR PEST CONTROL 5/23/17	930	666	45.00
06/14/2017	MIF	42482*#	51184941	TETRA TECH INC	NON-MOTORIZED PATH WORK THRU 5/26/	929	449	1,500.00
06/14/2017	MIF	42484*#	331789131	U.S. BANK EQUIPMENT FINANCE	COPIER LEASES MAY 2017 - OFFICE, P	940	265	191.02
			331789131		COPIER LEASES MAY 2017 - OFFICE, P	940	666	179.57
				CHECK MIF 42484 TOTAL FOR FU				<u>370.59</u>
06/14/2017	MIF	42489	2017 FIRST BILLING	WASHTENAW COUNTY ROAD COMMI	2017/18 ROAD IMPROVEMENTS	123	000	36,462.60
06/14/2017	MIF	42492	MILEAGE	YVETTE PATRICK	MILEAGE TO TRAINING 5/17/17 & 5/18	860	172	186.39
06/14/2017	MIF	42493	XXXX XXXX XXXX 133	PNC BANK	COM CTR CHARGES 4/21/17-5/14/17	727	666	10.94
			XXXX XXXX XXXX 133		COM CTR CHARGES 4/21/17-5/14/17	815	666	63.94
			XXXX XXXX XXXX 133		COM CTR CHARGES 4/21/17-5/14/17	822	666	74.99
				CHECK MIF 42493 TOTAL FOR FU				<u>149.87</u>
06/16/2017	MIF	361 (E)*#		PAYROLL	SUPERVISOR WAGES	701	171	480.77
					SUPERVISOR FICA	715	171	36.77
					ASST TO TOWNSHIP MANAGER-CLERICAL	704	172	1,090.00
					TOWNSHIP MANAGER DEPT. FICA	715	172	234.86

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Fund: 101 GENERAL FUND								
					CONTROLLER WAGES	722	172	1,980.00
					CLERICAL/DEP /SUPER/ELECTION	704	191	30.00
					SOCIAL SECURITY	715	191	2.30
					CLERK WAGES	701	215	480.77
					DEPUTY CLERK WAGES	703	215	1,520.00
					CLERK DEPT. FICA	715	215	153.05
					DEPUTY CLERK PENSION	718	215	152.00
					TREASURER WAGES	701	253	480.77
					DEPUTY TREASURER WAGES	703	253	1,354.50
					CLERICAL WAGES	704	253	496.00
					TREASURER DEPT. FICA	715	253	166.19
					DEPUTY TREASURER PENSION	718	253	135.44
					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	19.40
					ZBA WAGES	707	412	943.75
					ZBA / PLANNING FICA	715	412	118.09
					PLANN COMM WAGES	726	412	600.00
					COMM. CENTER DIRECTOR WAGES	701	666	1,668.80
					JANITORIAL WAGES	710	666	400.00
					COMM. CENTER FICA	715	666	154.06
					COMM CENTER DIRECTOR-PENSION	718	666	166.88
								15,239.20
					CHECK MIF 361(E) TOTAL FOR F			
06/19/2017	MIF	3(S)	XXXX XXXX XXXX 856 XXXX XXXX XXXX 856	PNC BANK	INTELIUS SUBSCRIPTION APRIL 2017	727	265	29.95
					INTELIUS SUBSCRIPTION & SUPPLY RET	727	265	(29.95)
					CHECK MIF 3(S) TOTAL FOR FUN			0.00
06/22/2017	MIF	42497	REFUND	JOHN BAKHAUS III	ZONING COMPLIANCE OVERPAYMENT	477	412	200.00
06/22/2017	MIF	42498*#	00 751981 0001	STANDARD INSURANCE CO.	PREMIUMS FOR JULY 2017	123	000	1,446.09
06/29/2017	MIF	42501*#	953505	APPLIED IMAGING	WWTP & COM CTR COPIER MAINT AGREEM	727	666	30.30
06/29/2017	MIF	42503*#	1000 0973 9812	CONSUMERS ENERGY	9101 MAIN ST. 5/24/17-6/21/17	920	666	15.53

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Fund: 101 GENERAL FUND								
06/29/2017	MIF	42505*#	9100 116 2986 2	DTE ENERGY	9101 MAIN ST 5/25/17-6/23/17	920	666	69.15
06/29/2017	MIF	42509	XXXX XXXX XXXX 367	HOME DEPOT CREDIT SERVICES	SUPPLIES FOR GARDEN BOXES	727	753	245.18
06/29/2017	MIF	42510	REIMBURSE	LENORE ZELENOCK	MILEAGE NOV 2016-JUNE 2017	860	253	340.26
06/29/2017	MIF	42511#	062817	LISA LEMBLE	RECORDING SECRETARY APRIL-JUNE 201	723	215	2,400.00
			062817		RECORDING SECRETARY APRIL-JUNE 201	723	412	855.00
					CHECK MIF 42511 TOTAL FOR FU			<u>3,255.00</u>
06/29/2017	MIF	42512	N6589509	MAILFINANCE	MAIL MACHINE LEASE 4/12/17-7/11/17	940	265	420.36
06/29/2017	MIF	42513	REIMBURSE	MARLENE CHOCKLEY	TRAINING, BOOKS & MILEAGE DEC 2016	860	171	483.64
			REIMBURSE		TRAINING, BOOKS & MILEAGE DEC 2016	956	171	38.40
			REIMBURSE		TRAINING, BOOKS & MILEAGE DEC 2016	957	171	181.30
					CHECK MIF 42513 TOTAL FOR FU			<u>703.34</u>
06/29/2017	MIF	42515	XXXX XXXX XXXX 589	PNC BANK	WILSON CHARGES 5/18/17-6/12/17	727	265	245.03
06/29/2017	MIF	42516	XXXX XXXX XXXX 133	PNC BANK	AVERILL CHARGES 5/20/17-6/18/17	727	666	64.69
			XXXX XXXX XXXX 133		AVERILL CHARGES 5/20/17-6/18/17	812	666	210.00
			XXXX XXXX XXXX 133		AVERILL CHARGES 5/20/17-6/18/17	815	666	109.41
			XXXX XXXX XXXX 133		AVERILL CHARGES 5/20/17-6/18/17	822	666	236.95
					CHECK MIF 42516 TOTAL FOR FU			<u>621.05</u>
06/29/2017	MIF	42517*#	XXXX XXXX XXXX 327	PNC BANK	WAGNER CHARGES 5/23/17-6/16/17	850	265	45.00
06/29/2017	MIF	42519#	7485438	QUILL CORP	ASSESSING SUPPLIES	727	257	20.42
			7456152		OFFICE SUPPLIES	727	265	44.04
					CHECK MIF 42519 TOTAL FOR FU			<u>64.46</u>
06/29/2017	MIF	42523	333324382	U.S. BANK EQUIPMENT FINANCE	MULTI-PURPOSE LEASE JUNE 2017	940	265	65.23
06/30/2017	MIF	362 (E) *#		PAYROLL	SUPERVISOR WAGES	701	171	480.77
					SUPERVISOR FICA	715	171	36.79
					ASST TO TOWNSHIP MANAGER-CLERICAL	704	172	1,221.32
					TOWNSHIP MANAGER DEPT. FICA	715	172	274.17
					CONTROLLER WAGES	722	172	2,362.50
					CLERK WAGES	701	215	480.77
					DEPUTY CLERK WAGES	703	215	1,520.00

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Fund: 101 GENERAL FUND								
					CLERK DEPT. FICA	715	215	153.07
					DEPUTY CLERK PENSION	718	215	152.00
					TREASURER WAGES	701	253	480.77
					DEPUTY TREASURER WAGES	703	253	1,381.50
					CLERICAL WAGES	704	253	270.00
					TREASURER DEPT. FICA	715	253	150.99
					DEPUTY TREASURER PENSION	718	253	138.14
					ASST ASSESSOR	709	257	1,565.60
					ASST ASSESSOR FICA	715	257	119.77
					ASST ASSESSOR PENSION	718	257	156.56
					PAYROLL FEES	727	265	18.37
					ZBA WAGES	707	412	612.50
					ZBA / PLANNING FICA	715	412	46.86
					COMM. CENTER DIRECTOR WAGES	701	666	1,668.80
					COMM. CENTER FICA	715	666	123.45
					COMM CENTER DIRECTOR-PENSION	718	666	166.88
								13,581.58
					CHECK MIF 362(E) TOTAL FOR F			
					Total for fund 101 GENERAL FUND			126,581.10

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Fund: 207 LAW ENFORCEMENT FUND								
06/14/2017	MIF	42440*#	1662184	ARBOR SPRINGS WATER CO INC	PD - 4 - 5 GAL ARTESINA WATER & RE	930	301	40.00
06/14/2017	MIF	42444	6798	BOB'S BODY SHOP	2014 TAURUS REPAIR	930	333	606.07
06/14/2017	MIF	42446	445309	BRIGHTON FORD INC	2014 TAURUS OIL CHANGE & VALVE REP	930	333	310.73
			447340		2014 EXPLORER OIL CHANGE & AC EVAL	930	333	221.71
			447435		2014 EXPLORER AC REPAIR	930	333	1,063.65
			447672		2014 EXPLORER REPAIR TO STEERING N	930	333	171.06
				CHECK MIF 42446 TOTAL FOR FU				1,767.15
06/14/2017	MIF	42449	2716-250675	CARQUEST AUTO PARTS - PD	BOOSTER PAC 300 CCA	930	333	130.14
06/14/2017	MIF	42464	551-488719	MICHIGAN STATE POLICE	LIVE SCAN APRIL 2017	214	000	252.00
			551-489720		LIVE SCAN MAY 2017: BROWN, MAGRYTA	214	000	84.00
				CHECK MIF 42464 TOTAL FOR FU				336.00
06/14/2017	MIF	42465*#	31335	MICRO TECH SERVICES INC	PD MTS MANAGED SVS 6/1/17-6/30/17	930	301	30.00
06/14/2017	MIF	42471*#	7900 0440 8028 914	NEOFUNDS BY NEOPOST	POSTAGE THROUGH 6/4/17	851	301	5.00
06/14/2017	MIF	42474*#	APRIL 2017	PAUL E BURNS	LEGAL SERVICES FOR APRIL 2017	803	270	3,300.00
06/14/2017	MIF	42476*	1941	PETER'S HARDWARE HAMBURG	PD PURCHASE 5/31/17	930	301	55.20
06/14/2017	MIF	42479	#151	SUPREME DETAILING & ACCESSOR	INSTALL SPEAKER FOR POLICE RADIO T	930	333	75.00
06/14/2017	MIF	42484*#	331789131	U.S. BANK EQUIPMENT FINANCE	COPIER LEASES MAY 2017 - OFFICE, P	940	301	217.38
06/14/2017	MIF	42486	33515	VAL'S SERVICE STATION	MOUNT & BALANCE 2 TIRES	930	333	50.00
06/14/2017	MIF	42487	9786964582	VERIZON WIRELESS MESSAGING S	SERVICE 5/5/17-6/4/17	850	301	186.74
06/16/2017	MIF	361 (E)*#		PAYROLL	LAW ENFORCEMENT SUPERVISORS WAGES	701	226	8,084.82
					LAW ENFORCEMENT FULL-TIME WAGES	702	226	18,068.32
					LAW ENFORCEMENT CLERICAL WAGES	704	226	2,694.53
					LAW ENFORCEMENT PART-TIME WAGES	708	226	1,458.17
					JANITORIAL WAGES	710	226	765.00
					LAW ENFORCEMENT OVER-TIME WAGES	711	226	377.03
					LAW ENFORCEMENT FICA	715	226	2,397.29

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Fund: 207 LAW ENFORCEMENT FUND								
					LAW ENFORCEMENT PENSION	718	226	2,655.52
					PAYROLL FEE	727	301	21.88
				CHECK MIF 361(E) TOTAL FOR F				<u>36,522.56</u>
06/29/2017	MIF	42517*#	XXXX XXXX XXXX 327	PNC BANK	WAGNER CHARGES 5/23/17-6/16/17	741	226	30.00
06/29/2017	MIF	42518	70030415	PRIORITY ONE EMERGENCY	EMBROIDERY & PATCH APPLICATION	741	226	61.49
06/29/2017	MIF	42526	5004019282	WELLS FARGO FINANCIAL LEASIN	PD PRINTER LEASES 6/8/17-7/7/17	930	301	184.16
06/29/2017	MIF	42527	50255875	WEX BANK	PD FUEL CHARGES JUNE 2017	860	333	1,619.59
06/30/2017	MIF	362(E)*#		PAYROLL	LAW ENFORCEMENT SUPERVISORS WAGES	701	226	7,787.11
					LAW ENFORCEMENT FULL-TIME WAGES	702	226	22,927.60
					LAW ENFORCEMENT CLERICAL WAGES	704	226	2,611.69
					LAW ENFORCEMENT PART-TIME WAGES	708	226	189.68
					LAW ENFORCEMENT OVER-TIME WAGES	711	226	1,319.09
					LAW ENFORCEMENT FICA	715	226	2,648.97
					LAW ENFORCEMENT PENSION	718	226	2,655.52
					PAYROLL FEE	727	301	20.71
				CHECK MIF 362(E) TOTAL FOR F				<u>40,160.37</u>
				Total for fund 207 LAW ENFORCEMENT FUND				85,376.85

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 216 MEDICAL RESCUE FUND								
06/14/2017	MIF	42440*#	1662183	ARBOR SPRINGS WATER CO INC	FD 4 - 5 GAL ARTESINA WATER	727	301	26.00
06/14/2017	MIF	42448	2716-250810	CARQUEST AUTO PARTS - FD	FD BATTERIES AND CORE RETURNS	930	333	222.42
06/14/2017	MIF	42451	REIMBURSE	CHARLES SMITH	STATION 2 REPAIRS	727	301	216.80
06/14/2017	MIF	42455	79048613	DELL FINANCIAL SERVICES	LEASE PERIOD 6/26/17-7/25/17	123	000	318.63
06/14/2017	MIF	42456	INV05600	EMERAGENT HEALTH PARTNERS	FIRE DISPATCHING SERVICES JUNE 201	820	301	1,002.17
06/14/2017	MIF	42467	83285560	MOORE MEDICAL LLC	EMT MEDIC KIT	727	301	207.76
06/14/2017	MIF	42472	711522471	OCCUPATIONAL HEALTH CENTERS	PRE-HIRE PHYSICAL - KENDZOREK, RAN	730	226	116.00
06/14/2017	MIF	42483	XXXX XXXX XXXX 485	TRACTOR SUPPLY CREDIT PLAN	CHARGES 5/6/17-5/14/17	727	301	204.92
06/14/2017	MIF	42491	13836	WEST SHORE SERVICES, INC.	FIRE LEATHER DEX PRO GLOVE-GAUNTLE	741	301	366.92
06/15/2017	MIF	42494	70055470-00	WEINGARTZ	CUBCADET	930	301	3,060.00
06/16/2017	MIF	361(E)*#		PAYROLL	FIRE - CHIEF WAGES	701	226	3,281.15
					FIRE - PART-TIME WAGES	702	226	5,580.00
					ADMINISTRATIVE ASSISTANT	705	226	36.24
					SALARIES-PART TIME	708	226	515.50
					SOCIAL SECURITY	715	226	724.72
					PENSION	718	226	328.10
					TRAINING WAGES	958	226	168.00
					PAYROLL FEE	727	301	32.60
					CHECK MIF 361(E) TOTAL FOR F			10,666.31
06/19/2017	MIF	42496	120559	TIME EMERGENCY EQUIPMENT LLC	89 OF 116 ORDERED - BOOT 14' SUPER	929	301	31,145.55
			120702		27 OF 116 ORDERED - BOOT 14' SUPER	929	301	9,448.65
					CHECK MIF 42496 TOTAL FOR FU			40,594.20
06/26/2017	MIF	42499	50116481	WEX BANK	FD FUEL CHARGES MAY 2017	860	333	618.82
06/29/2017	MIF	42502*#	8245 12 485 008064	CHARTER COMMUNICATIONS	STATION 2 INTERNET 6/26/17-7/22/1	850	301	69.98
06/29/2017	MIF	42517*#	XXXX XXXX XXXX 327	PNC BANK	WAGNER CHARGES 5/23/17-6/16/17	727	301	904.55
			XXXX XXXX XXXX 327		WAGNER CHARGES 5/23/17-6/16/17	930	333	48.05
					CHECK MIF 42517 TOTAL FOR FU			952.60
06/29/2017	MIF	42521	XXXX XXXX XXXX 354	STAPLES CREDIT PLAN	CHARGES 5/23/17	900	301	145.79

User: JEN

CHECK DATE FROM 06/13/2017 - 07/06/2017

DB: Northfield

Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 216 MEDICAL RESCUE FUND								
06/29/2017	MIF	42524	9787088654	VERIZON WIRELESS MESSAGING S	FD CELL PHONE SERVICE 5/8/17-6/7/1	850	301	168.49
06/29/2017	MIF	42525	ACADEMY-04	WASHTENAW AREA MUTUAL AID	FIRE ACADEMY-EMT: RICHARD, WALES &	957	226	2,850.00
06/30/2017	MIF	362(E)*#		PAYROLL	FIRE - CHIEF WAGES	701	226	3,281.15
					FIRE - PART-TIME WAGES	702	226	5,467.50
					ADMINISTRATIVE ASSISTANT	705	226	56.95
					SALARIES-PART TIME	708	226	988.01
					SOCIAL SECURITY	715	226	816.92
					PENSION	718	226	328.10
					TRAINING WAGES	958	226	993.00
					PAYROLL FEE	727	301	30.87
				CHECK MIF 362(E) TOTAL FOR F				11,962.50
					Total for fund 216 MEDICAL RESCUE FUND			73,770.31

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP
CHECK DATE FROM 06/13/2017 - 07/06/2017
Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 230 DONATION FUND								
06/14/2017	MIF	42490	13-16927-13007	WASTE MANAGEMENT OF MI	DOG PARK WASTE REMOVAL 6/1/17-6/30	905	301	15.00
Total for fund 230 DONATION FUND								15.00

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP
CHECK DATE FROM 06/13/2017 - 07/06/2017
Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 248 DOWNTOWN DEVELOPMENT AUTH								
06/14/2017	MIF	42462	REIMBURSE	MARLENE CHOCKLEY	DDA - FLOWERS FOR MAIN STREET	925	900	397.23
Total for fund 248 DOWNTOWN DEVELOPMENT AUTH								397.23

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

CHECK DATE FROM 06/13/2017 - 07/06/2017

Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 287 BUILDING DEPARTMENT FUND								
06/14/2017	MIF	42452*#	8245 12 485 008374	CHARTER COMMUNICATIONS	BLDG DEPT & PSB PHONES & INTERNET	850	301	39.99
06/14/2017	MIF	42478	0000003485	PITTSFIELD TOWNSHIP	BLDG INSPECTIONS APRIL & MAY 2017	725	261	3,782.00
Total for fund 287 BUILDING DEPARTMENT FUND								3,821.99

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP
CHECK DATE FROM 06/13/2017 - 07/06/2017
Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 370 PUBLIC SAFETY BLDG DEBT FD								
06/14/2017	MIF	42439	21155	ALLIANCE WINDOW CLEANING	PSB ENTRANCEWAY 5/18/17	930	301	10.00
			21281		PSB ENTRANCEWAY 5/31/17	930	301	10.00
				CHECK MIF 42439 TOTAL FOR FU				20.00
06/14/2017	MIF	42452*#	8245 12 485 008374	CHARTER COMMUNICATIONS	BLDG DEPT & PSB PHONES & INTERNET	850	301	224.94
06/29/2017	MIF	42500	210712	ALLSTAR ALARM LLC	SERVICE FEE AND BATTERY REPLACEMEN	930	301	25.00
06/29/2017	MIF	42502*#	0049525062217	CHARTER COMMUNICATIONS	8245 12 485 0049525 7/1/17-7/31/17	123	000	159.97
06/29/2017	MIF	42503*#	1000 0012 0517	CONSUMERS ENERGY	8350 MAIN ST. 5/24/17-6/21/17	920	301	313.58
06/29/2017	MIF	42505*#	9100 212 3306 9	DTE ENERGY	8350 MAIN ST. 5/25/17-6/23/17	920	301	1,743.13
				Total for fund 370 PUBLIC SAFETY BLDG DEBT FD				2,486.62

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP
CHECK DATE FROM 06/13/2017 - 07/06/2017
Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 571 WASTEWATER TREATMENT FUND								
06/14/2017	MIF	42440*#	1662178	ARBOR SPRINGS WATER CO INC	WWTP 9 - 5 GAL ARTESIAN WATER	930	301	58.50
06/14/2017	MIF	42442*#	007011521-0002	BLUE CROSS BLUE SHIELD OF MI	PREMIUMS FOR JULY 2017	716	226	4,695.42
06/14/2017	MIF	42445	0517-97942	BRIGHTON ANALYTICAL LLC	SELENIUM	817	301	15.00
06/14/2017	MIF	42450	2716-250790	CARQUEST AUTO PARTS - WWTP	BATTERY & CORE RETURN	819	301	68.33
			2716-249610		DISTRIBUTOR MTNG GKT	930	301	0.85
			2716-249360		OIL FILTER & LUBE	930	301	7.00
			2716-249361		OIL	930	301	19.99
				CHECK MIF 42450 TOTAL FOR FU				96.17
06/14/2017	MIF	42453	6423616	CORRIGAN OIL CO	422 GALLONS 87 GAS-ETHANOL	920	301	865.91
06/14/2017	MIF	42461	33164	LYON MECHANICAL, INC.	REPLACE PUMP, CHECK VALVE	930	301	3,584.00
06/14/2017	MIF	42470	389524	NCL OF WISCONSIN, INC.	LIQUINOX DETERGENT	740	301	67.04
			390893		ERLENMEYER FLASK, STIR BAR, NITRIF	740	301	490.28
				CHECK MIF 42470 TOTAL FOR FU				557.32
06/14/2017	MIF	42476*	1950	PETER'S HARDWARE HAMBURG	WWTP CHARGES 6/1/17	930	301	84.33
06/14/2017	MIF	42477	PS17248	PETROLEUM SOLUTIONS	ULTRA 4000 GREASE, INDUSTRIAL AIR,	930	301	1,081.00
06/14/2017	MIF	42482*#	51184954	TETRA TECH INC	INTERCEPTOR FLOW MONITORING	806	270	3,225.72
06/14/2017	MIF	42484*#	331789131	U.S. BANK EQUIPMENT FINANCE	COPIER LEASES MAY 2017 - OFFICE, P	940	301	131.23
06/14/2017	MIF	42485	249751	USA BLUE BOOK	INTELICAL LBOD PROBE			** VOIDED **
			252988		50 COILS & MALE CONNECTOR			** VOIDED **
			253384		PVDF MALE CONNECTOR			** VOIDED **
06/14/2017	MIF	42488	8048693434	VWR INTERNATIONAL INC	PIPET FLTR. POWERPETA MOTORIZED	740	301	326.19
06/16/2017	MIF	361(E)*#		PAYROLL	SEWER SUPERINTENDENT WAGES	701	226	2,423.08
					SEWER FULL-TIME WAGES	702	226	6,930.91
					SEWER FICA	715	226	708.91
					SEWER - PENSION	718	226	770.28

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

CHECK DATE FROM 06/13/2017 - 07/06/2017

Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 571 WASTEWATER TREATMENT FUND								
					PAYROLL FEE	727	301	8.67
				CHECK MIF 361(E) TOTAL FOR F				10,841.85
06/19/2017	MIF	42495	249751	USA BLUE BOOK	INTELLICAL LBOD PROBE	817	301	1,000.00
			249751		RETURN (MINUS SHIPPING) - INTELLIC	817	301	(971.00)
			252988		50 COILS & MALE CONNECTOR	930	301	111.95
			253384		PVDF MALE CONNECTOR	930	301	30.62
				CHECK MIF 42495 TOTAL FOR FU				171.57
06/22/2017	MIF	42498*#	00 751981 0001	STANDARD INSURANCE CO.	PREMIUMS FOR JULY 2017	717	226	81.00
06/29/2017	MIF	4(S)	270812	USA BLUE BOOK	INTELLICAL LBOD PROBE	740	301	1,000.00
			288308		CREDIT - RETURNED INTELLICAL LBOD	740	301	(1,000.00)
				CHECK MIF 4(S) TOTAL FOR FUN				0.00
06/29/2017	MIF	42501*#	953505	APPLIED IMAGING	WWTP & COM CTR COPIER MAINT AGREEM	727	301	13.23
06/29/2017	MIF	42503*#	1000 6159 0814	CONSUMERS ENERGY	11615 E SHORE DR. 5/24/17-6/21/17	920	301	17.84
			1000 0950 4497		427 E. NORTH TERRITORIAL 5/23/17-6	920	301	18.77
			1000 1171 6543		11500 LEMEN RD #B 5/23/17-6/22/17	920	301	21.65
			1000 0950 4273		8076 WHITMORE LAKE RD. 5/24/17-6/2	920	301	22.89
			1000 0950 4588		7647 EDMUND ST. 5/24/17-6/22/17	920	301	85.74
			1000 1171 7061		11500 LEMEN RD #C 5/23/17-6/22/17	920	301	26.01
			1000 0950 4356		601 RAYMOND DR #GEN 5/25/17-6/22/1	920	301	22.89
			1000 0012 4642		11500 LEMEN RD #A 5/23/17-6/22/17	920	301	773.20
				CHECK MIF 42503 TOTAL FOR FU				988.99
06/29/2017	MIF	42505*#	9100 113 1384 8	DTE ENERGY	10201 ELMCREST RD. 5/23/17-6/21/17	920	301	16.47
			9100 116 3078 7		9081 LAKE PINE DR. 5/23/17-6/21/17	920	301	25.13
			9100 116 3105 8		9225 LAKE PINE DR. 5/23/17-6/21/17	920	301	168.01
			9100 116 7798 6		427 E. NORTH TERRITORIAL 5/23/17-6	920	301	46.98
			9100 116 3039 9		11615 E SHORE DR 5/24/17-6/22/17	920	301	69.78
			9100 141 5936 2		10597 9MILE RD 5/24/17-6/22/17	920	301	15.92
			9100 116 3093 6		7941 TURNBERRY DR. 5/25/17-6/23/17	920	301	30.17
			9100 116 7814 1		9457 LAKEPOINTE DR. 5/25/17-6/23/1	920	301	14.48
			9100 116 3014 2		11380 N SHORE DR. 5/25/17-6/23/17	920	301	37.81
			9100 116 3026 6		11591 N SHORE DR. 5/25/17-6/23/17	920	301	23.11

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP
CHECK DATE FROM 06/13/2017 - 07/06/2017
Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount	
Fund: 571 WASTEWATER TREATMENT FUND									
			9100 116 3052 2		11800 N MAIN 5/25/17-6/23/17	920	301	40.38	
			9100 116 2973 0		8076 MAIN ST 5/25/17-6/23/17	920	301	45.34	
			9100 116 2999 5		601 RAYMOND 5/25/17-6/23/17	920	301	23.46	
			9100 116 2944 1		7647 EDMUND ST. 5/25/17-6/23/17	920	301	30.49	
			9100 116 2958 1		10201 ELMCREST RD. 5/25/17-6/23/17	920	301	23.30	
			9100 113 1398 8		11502 LEMEN RD.	920	301	13.80	
			9100 116 3062 1		925 8 MILE RD. 5/25/17-6/23/17	920	301	403.58	
			CHECK MIF 42505 TOTAL FOR FU						1,028.21
06/29/2017	MIF	42508	9100 4000 5506	DTE ENERGY	EC-PRIMARY SUPPLY RATE	920	301	1,400.77	
06/29/2017	MIF	42514	XXXX XXXX XXXX 588	PNC BANK	WILLIS CHARGES 5/30/17-6/15/17	727	301	105.04	
			XXXX XXXX XXXX 588		WILLIS CHARGES 5/30/17-6/15/17	741	301	402.78	
			XXXX XXXX XXXX 588		WILLIS CHARGES 5/30/17-6/15/17	920	301	593.67	
			XXXX XXXX XXXX 588		WILLIS CHARGES 5/30/17-6/15/17	930	301	(68.89)	
			XXXX XXXX XXXX 588		WILLIS CHARGES 5/30/17-6/15/17	930	301	764.51	
			CHECK MIF 42514 TOTAL FOR FU						1,797.11
06/29/2017	MIF	42520	32345	SENSAPHONE	WIRELESS SUBSCRIPTION RENEWAL	850	301	240.00	
06/29/2017	MIF	42522	22875	SUNSET SPORTSWEAR	SHIRTS	741	301	815.00	
06/30/2017	MIF	362(E)*#		PAYROLL	SEWER SUPERINTENDENT WAGES	701	226	2,423.08	
					SEWER FULL-TIME WAGES	702	226	6,930.91	
					SALARIES-OVERTIME	711	226	1,131.50	
					SEWER FICA	715	226	808.84	
					SEWER - PENSION	718	226	770.28	
					PAYROLL FEE	727	301	8.20	
					COMMUNICATION	850	301	175.00	
			CHECK MIF 362(E) TOTAL FOR F						12,247.81
			TOTAL - ALL FUNDS						44,346.33
			Total for fund 571 WASTEWATER TREATMENT FUND						336,795.43

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

NORTHFIELD TOWNSHIP POLICE DEPARTMENT

MONTHLY OPERATIONS REPORT



JUNE 2017

JUNE 2017 MONTHLY REPORT

Calls For Service	429
Arrests	19
Mutual Aid Assistance To Other Departments Inside the Township	11
Mutual Aid Assistance To Other Departments Outside the Township	13
Average Response Time	6.21

NOTES & FACTS FROM THE DEPARTMENT

- **DATA:** 69 % of total complaints answered were in the hamlet area and 31 % were handled throughout the rest of the Township.
- **EVENTS OF SIGNIFICANCE**

BREAKING & ENTERING

On June 21, officers were dispatched to a Home Invasion on Park Ave. The victim advised that someone had gained entry through a window between noon and 2pm and had stolen her safe. Officers spoke with a neighbor who had seen a vehicle in the driveway earlier that day and had exchanged words with the occupants about speeding down the street. The victim believed that the witness's description of the vehicle and occupants sounded like someone she knew. Officers located one of the possible suspects and she eventually admitted to committing the B&E, along with a male subject. Hamburg PD assisted in locating the male suspect. Both suspects were arrested and lodged at the county jail. The prosecutor authorized charges for Home Invasion 2nd Degree.

SUPER DRUNK

On June 11, officers responded to Whitmore Lake Rd in attempt to locate a BOL vehicle. Dispatch had taken several reports of a vehicle driving at excess speeds and swerving all over the roadway. Officers located the vehicle and conducted a traffic stop. The officers observed a small child in the rear of the vehicle. The driver was asked to submit to field sobriety tests and a PBT, with a result of .266, more than three times the legal limit. The driver was arrested for OWI and the child was turned over to a relative. Child Protective Services was notified of the incident and the prosecutor's office authorized charges for OWI – Occupant less than 16.

CONCEALED WEAPON VIOLATION

On June 11, officers conducted a traffic stop near Six Mile and Main Street for an equipment violation. Officers immediately smelled the odor of burnt marijuana emanating from the vehicle. It was determined that the passenger had recently smoked marijuana. The officer asked the subject to exit the vehicle and patted him down for safety. Upon doing so, the officer located a handgun in the subject's waistband, which he did not have a permit to carry. The handgun also had a missing or destroyed serial number. Officers located a marijuana cigarette in the vehicle. The subject was arrested and the prosecutor authorized charges for Weapons – Carrying Concealed and Possession of Marijuana.

CCW, POSSESSION OF COCAINE/ANALOGS, DWLS

On June 6, an officer doing routine patrol on Eight Mile Rd conducted a traffic stop for a vehicle driving the wrong way through the construction zone. The driver was visibly nervous while the officer was asking routine questions. The officer determined that the vehicle plate was expired, there was no insurance and the driver was suspended and expired as well. The officer ordered the driver out of the vehicle and he was placed in handcuffs in the rear of the patrol vehicle. Upon searching the vehicle, the officer located a white powdery substance wrapped in cellophane, which the driver identified as cocaine. Also found was a large quantity of yellow pills wrapped in the same material and a hunting rifle. The officer seized the vehicle under forfeiture laws and the case is considered an open investigation at this time.

FLEE AND ELUDE, RESIST AND OBSTRUCT, DWLS

On June 6, an officer observed a vehicle speeding on Barker Rd. The officer followed the vehicle onto southbound 23, where he attempted to make a traffic stop. The vehicle was driving through the construction zone at speeds of approximately 80mph in a 60mph zone. The vehicle continued southbound without stopping until he reached the rest area. Upon stopping, the driver refused to identify himself and was not following the officer's commands. The officer removed the driver from the vehicle and placed him under arrest. The prosecutor authorized charges of Fleeing, Attempted Resist & Obstruct, and DWLS.

BREAKING & ENTERING

On June 4, officers responded to a B&E complaint at a business on Whitmore Lake Rd. An unknown subject had entered the business through an office window and stole \$7186.00 in cash. The case is under investigation.

BREAKING & ENTERING

On June 1, a resident on Joy Rd reported that her home had been broken into while she was sleeping. One of the homeowners left for work earlier that morning while the other remained in bed sleeping and awoke around 7am to find that two laptops were missing from their kitchen. This case is an open investigation.

CLEAR-1018 Verified Offense By Date
Agency: NR
6/1/2017 12:00:00 AM - 6/30/2017 12:00:00 AM

Offense Code	Description	Incident Count
1313	Assault/ Battery/Simple (Incl Domestic and Police Officer)	9
1380	Telephone Used for Harassment, Threats	1
2202	B&E - Burglary - Forced Entry - Residence - Home Invasion	2
2203	B&E - Burglary - Forced Entry - Non-Residence	1
2304	Larceny - Parts & Accessories from Vehicle - LFA	1
2309	Larceny - From Yards (Grounds Surrounding a Building)	3
2399	Larceny (Other)	1
2605	Fraud - Illegal Use of Credit Card	1
2609	Identity Theft	1
2693	Uttering and Publishing Check	1
2901	Damage to Property - Business Property - MDOP	1
3532	Cocaine -Possess	1
3562	Marijuana -Possess	1
3599	Dangerous Drugs (Other)	1
4103	Liquor - Transport (Open Container, etc)	1
4801	Resisting Officer	1
5090	Failure to Comply with Reporting Duties (Sex Offender)	1
5295	Concealed Weapons - Firearm in Auto (CCW)	1
5309	Harassing Communications	1
5707	Trespass (Other)	1
6281	Violation DNR Conservation Order	1
8041	Operating Under the Influence of Alcohol / Liquor OWI	2
C2926	Traffic Flee / Eluding	1
C2933	Vehicle Registration - Improper / Expired	2
C2934	Vehicle Insurance - None / Expired	6
C2935	DWLS 2nd OPS License Suspended / Revoked	1
C3010	Felony Arrest Warrant (Originating Agency)	1
C3020	Misdemeanor Arrest Warrant (Originating Agency)	1
C3040	Felony Arrest Warrant - Other Jurisdiction	1
C3060	Traffic Arrest Warrant - Other Jurisdiction	1
C3101	Acc, Single Motor Vehicle	1
C3145	Property Damage Traffic Crash PDA	15
C3148	Motor Vehicle - Animal Traffic Crash	2
C3150	Property Damage H&R Traffic Crash	4
C3155	Personal Injury Traffic Crash PIA	5
C3225	Drug Overdose	1
C3250	Mental Health Call	4
C3299	Welfare Check	7
C3310	Family Trouble	3
C3312	Neighborhood Trouble	1
C3318	Found Property	2
C3324	Suspicious Circumstances	15
C3326	Suspicious Vehicles	6
C3328	Suspicious Persons	4
C3329	Intelligence Information	2

CLEAR-1018 Verified Offense By Date
Agency: NR
6/1/2017 12:00:00 AM - 6/30/2017 12:00:00 AM

Offense Code	Description	Incident Count
C3330	Assist Other Law Enforcement Agency	1
C3331	Assist Medical	4
C3332	Assist Fire Department	1
C3333	Assist Motorist	7
C3336	Assist Citizen	17
C3337	Assist Citizen - Vehicle Lockout	3
C3345	Accidental Property Damage	2
C3355	Civil Matter - Other	7
C3702	Traffic Complaint / Road Hazard	5
C3704	Traffic Complaint / Abandoned Auto	2
C3706	Traffic Complaint / Vehicle Impound	3
C3707	Vehicle Release	1
C3714	Traffic Complaint / ATV Complaint	1
C3720	Traffic Complaint / Motorcycle Complaint	1
C3728	Traffic Complaint / Parking Complaint	5
C3730	Traffic Complaint / Traffic Miscellaneous A Complaint	1
C3803	Animal Barking Dog	1
C3804	Animal Complaint	5
C3808	Animal Bite / Scratch	1
C3999	Alarms All Other	4
C4041	Speeding Citation	13
C4046	Disobey Stop Sign Citation	1
C4051	Wrong Way-One Way St. Citation	1
C4105	Equipment Citation	1
C4115	PBT Refusal Citation	1
C4222	Parking - Aband Motor Vehicle	1
C4313	Veh Reg Impr/Expired Citation	1
C4314	Veh Ins None/Expired Citation	3
L3502	Follow Up - NR	1
L3504	PBT Station - NR	27
L3505	Fireworks No Report - NR	3
L3506	Shots Fired - NR	3
L3507	Fingerprints - NR	2
L3512	Vin Inspection - NR	1
L3518	Vehicle Repossession - NR	2
L3526	False Alarm - NR	11
L3531	Traffic control - NR	1
L3535	GUN Permit, Applications, CCW Permits - NR	29
L3538	Property/Vacation Check - NR	1
L3542	BOL - NR	10
L3546	Trespass Notice Served - NR	1
L3547	Subpoena Service - NR	1
L3550	Speed Sign Detail - NR	4
L3551	Sex Offender Registration/Verification - NR	4
L3552	Traffic Stop - NR	54

CLEAR-1018 Verified Offense By Date
Agency: NR
6/1/2017 12:00:00 AM - 6/30/2017 12:00:00 AM

Offense Code	Description	Incident Count
L3566	Crime Prevention - NR	1
L3568	Local Records Check - NR	2
L3569	Assist Other Police Agency - Inside Northfield - NR	11
L3570	Assist Other Police Agency - Outside Northfield - NR	13
L3571	Disorderly Person - NR	2
L3597	Non Terminal - NR	26
L4598	Information - NR	1
L4599	Misc Non-Criminal - NR	3
L6012	Traffic Direction / Control / Problem - NR	1
Sum:		429

Report Time:
7/6/2017 8:12:13 AM

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

Agency: Northfield Township
Police Department
ORI: MI8196400

Classification	Jun/2017	Jun/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	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	1	1	0%
12000 ROBBERY	0	0	-
13001 NONAGGRAVATED ASSAULT	9	7	28.6%
13002 AGGRAVATED/FELONIOUS ASSAULT	0	1	-100.0%
13003 INTIMIDATION/STALKING	1	0	-
20000 ARSON	0	0	-
21000 EXTORTION	0	0	-
22001 BURGLARY -FORCED ENTRY	3	2	50.0%
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	3	-100.0%
23004 LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	0	0	-
23005 LARCENY -THEFT FROM MOTOR VEHICLE	0	4	-100.0%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	1	0	-
23007 LARCENY -OTHER	4	1	300.0%
24001 MOTOR VEHICLE THEFT	0	1	-100.0%
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	1	-100.0%
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	1	2	-50.0%
26003 FRAUD -IMPERSONATION	0	0	-
26004 FRAUD -WELFARE FRAUD	0	0	-
26005 FRAUD -WIRE FRAUD	0	0	-
26007 FRAUD - IDENTITY THEFT	2	3	-33.3%
26008 FRAUD - HACKING/COMPUTER INVASION	0	0	-
27000 EMBEZZLEMENT	0	0	-

Agency: Northfield Township Police Department
ORI: MI8196400

Oakland County CLEMIS
REPORT EXCLUDES UCR STATUS OF UNF

Report: CLEAR-008
Page 1 of 4

Report Time:
7/6/2017 8:12:13 AM

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

Agency: Northfield Township
Police Department
ORI: MI8196400

Classification	Jun/2017	Jun/2016	% Change
28000 STOLEN PROPERTY	0	1	-100.0%
29000 DAMAGE TO PROPERTY	1	3	-66.7%
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	5	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	29	31	-6.5%
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	1	0	-
36003 PEEPING TOM	0	0	-
36004 SEX OFFENSE -OTHER	0	0	-
38001 FAMILY -ABUSE/NEGLECT NONVIOLENT	0	0	-
38002 FAMILY -NONSUPPORT	0	0	-
38003 FAMILY -OTHER	0	0	-
41001 LIQUOR LICENSE -ESTABLISHMENT	0	0	-
41002 LIQUOR VIOLATIONS -OTHER	1	1	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:
7/6/2017 8:12:13 AM

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

Agency: Northfield Township
Police Department
ORI: MI8196400

Classification	Jun/2017	Jun/2016	% Change
48000 OBSTRUCTING POLICE	2	0	-
49000 ESCAPE/FLIGHT	0	0	-
50000 OBSTRUCTING JUSTICE	1	0	-
53001 DISORDERLY CONDUCT	0	1	-100.0%
53002 PUBLIC PEACE -OTHER	1	0	-
54001 HIT and RUN MOTOR VEHICLE ACCIDENT	1	0	-
54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	2	0	-
55000 HEALTH AND SAFETY	1	0	-
56000 CIVIL RIGHTS	0	0	-
57001 TRESPASS	1	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	1	0	-
63000 VAGRANCY	0	0	-
70000 JUVENILE RUNAWAY	0	0	-
73000 MISCELLANEOUS CRIMINAL OFFENSE	0	1	-100.0%
75000 SOLICITATION	0	0	-
77000 CONSPIRACY (ALL CRIMES)	0	0	-
Total for Group B	12	3	300.0%
2800 JUVENILE OFFENSES AND COMPLAINTS	0	2	-100.0%
2900 TRAFFIC OFFENSES	11	4	175.0%
3000 WARRANTS	5	4	25.0%
3100 TRAFFIC CRASHES	27	15	80.0%
3200 SICK / INJURY COMPLAINT	12	7	71.4%
3300 MISCELLANEOUS COMPLAINTS	75	107	-29.9%
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	0	1	-100.0%
3500 NON-CRIMINAL COMPLAINTS	211	210	0.5%
3600 SNOWMOBILE COMPLAINTS / ACCIDENTS	0	0	-
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	19	23	-17.4%
3800 ANIMAL COMPLAINTS	7	1	600.0%
3900 ALARMS	4	1	300.0%
Total for Group C	371	375	-1.1%
2700 LOCAL ORDINANCES - GENERIC	0	0	-
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	15	25	-40.0%
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	2	0	-
4200 PARKING CITATIONS	1	0	-
4300 LICENSE / TITLE / REGISTRATION CITATIONS	4	0	-
4400 WATERCRAFT CITATIONS	0	0	-
4500 MISCELLANEOUS A THROUGH UUUU	4	2	100.0%

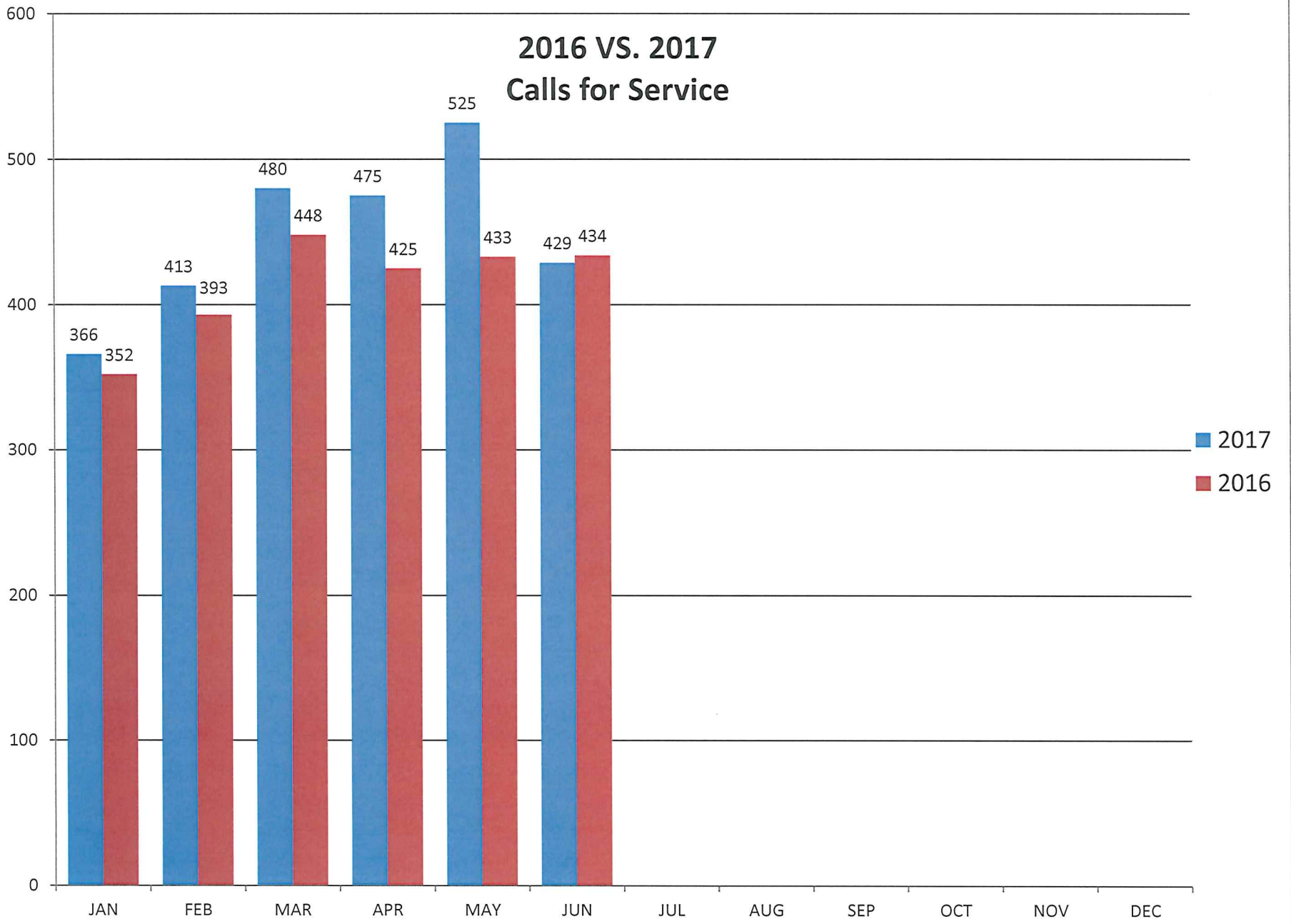
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7/6/2017 8:12:13 AM

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

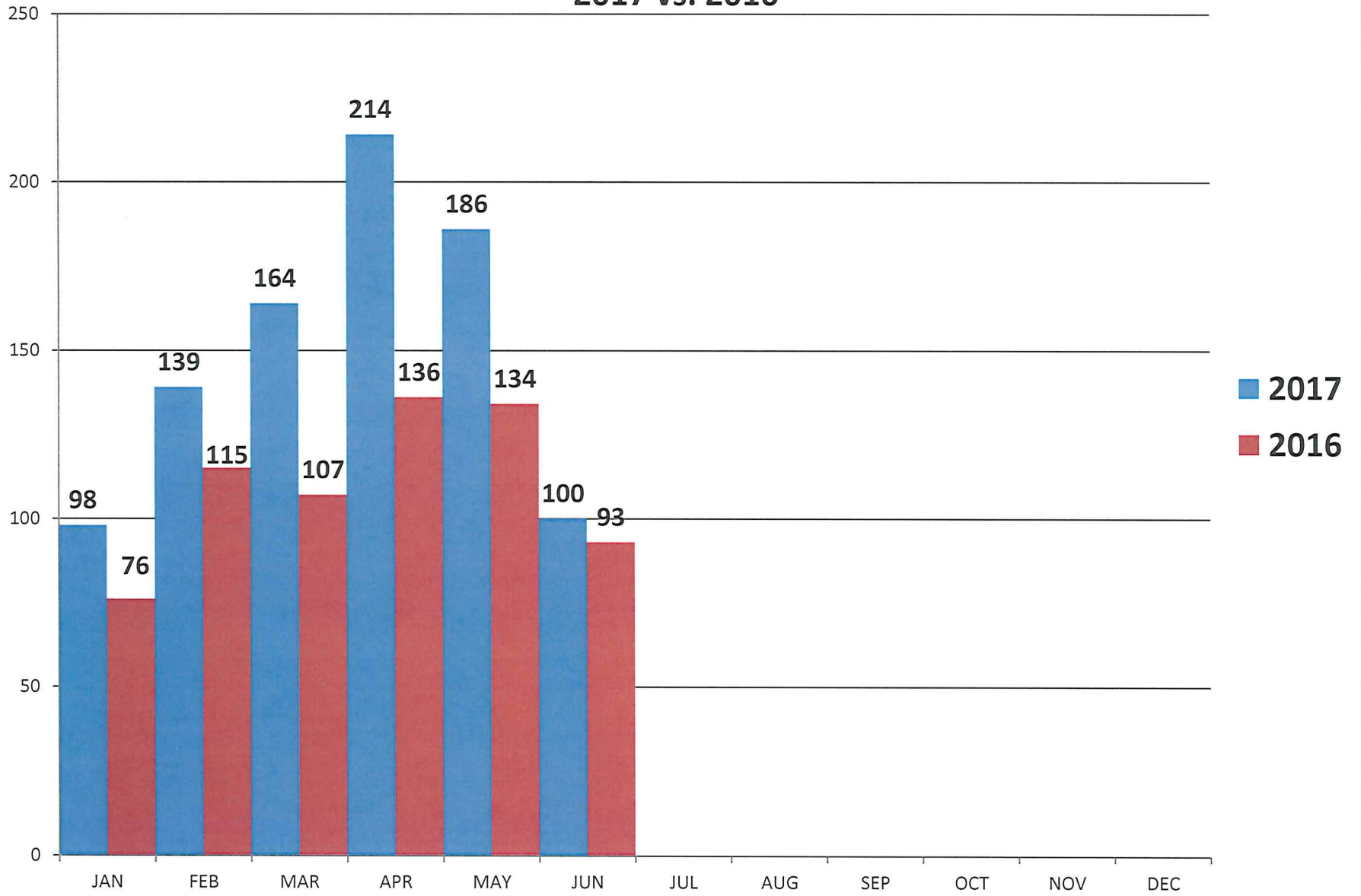
Agency: Northfield Township
Police Department
ORI: MI8196400

Classification	Jun/2017	Jun/2016	% Change
4600 LIQUOR CITATIONS / SUMMONS	0	0	-
4700 COMMERCIAL VEHICLE CITATIONS	0	0	-
4800 LOCAL ORDINANCE WARNINGS	0	0	-
4900 TRAFFIC WARNINGS	0	1	-100.0%
Total for Group D	26	28	-7.1%
5000 FIRE CLASSIFICATIONS	0	0	-
5100 18A STATE CODE FIRE CLASSIFICATIONS	0	0	-
Total for Group E			-
6000 MISCELLANEOUS ACTIVITIES (6000)	1	0	-
6100 MISCELLANEOUS ACTIVITIES (6100)	0	0	-
6200 ARREST ASSIST	0	0	-
6300 CANINE ACTIVITIES	0	0	-
6500 CRIME PREVENTION ACTIVITIES	0	0	-
6600 COURT / WARRANT ACTIVITIES	0	0	-
6700 INVESTIGATIVE ACTIVITIES	0	0	-
Total for Group F	1		
Total for All Groups	439	437	0.5%

2016 VS. 2017 Calls for Service



NUMBER OF TRAFFIC VIOLATIONS BY MONTH 2017 vs. 2016



TRAFFIC VIOLATIONS SUMMARY

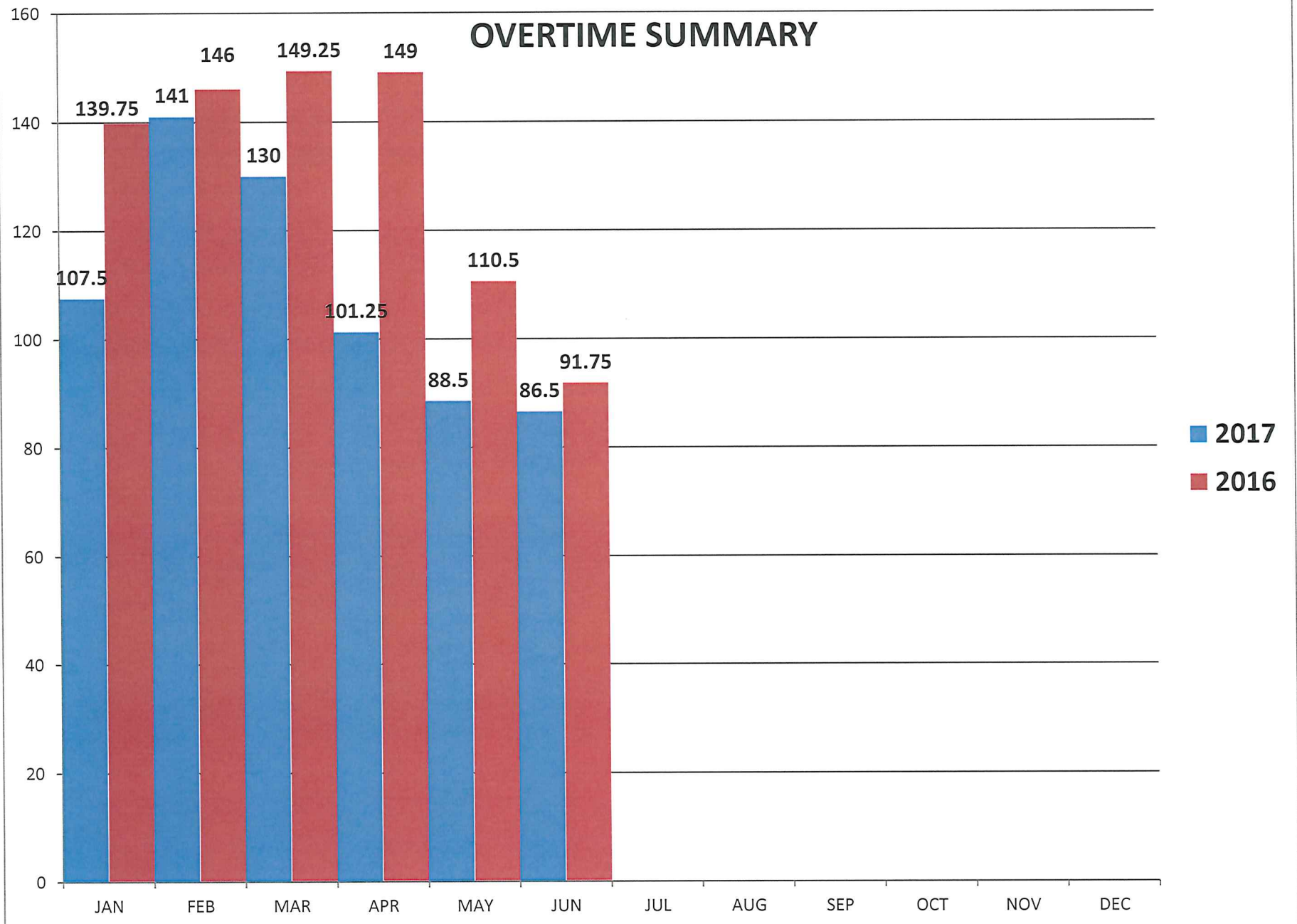
JANUARY 1, 2017 THROUGH DECEMBER 31, 2017													
2017	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Speed	25	25	31	65	42	16							204
Hazardous	11	10	10	8	17	5							61
Non-Hazardous	30	14	25	37	30	24							160
Parking	0	0	0	0	0	0							0
Warning	32	87	94	99	97	54							463
Waiveable Viol. Issued	0	3	4	5	0	1							13
TOTAL	98	139	164	214	186	100							901

JANUARY 1, 2016 THROUGH DECEMBER 31, 2016													
2016	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Speed	12	33	34	41	22	23							165
Hazardous	8	7	11	7	9	5							47
Non-Hazardous	11	8	15	11	18	9							72
Parking	0	0	0	0	0	0							0
Warning	37	59	31	64	70	52							313
Waiveable	8	8	16	13	15	4							64
TOTAL	76	115	107	136	134	93							661

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

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	
2017	98	139	164	214	186	100							901
2016	76	115	107	136	134	93							661

OVERTIME SUMMARY



OVERTIME SUMMARY

OVERTIME BY TYPE													
2017	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Court	26	12	3	6	0	1							48
Complaint Investigation	14	0	1	6	14.5	26.25							61.75
Report Writing	1.5	5	0	1	0	0							7.5
Training	24	0	57	0	0	0							81
Short Shift	40	57	69	59.25	20	26.25							271.5
Administrative	0	0	0	0	0	0							0
Special Detail	0	0	0	1	0	33							34
Holiday	2	67	0	28	54	0							151
TOTAL	107.5	141	130	101.25	88.5	86.5							654.75

2016 VS. 2017													
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
2017 - TOTAL	107.5	141	130	101.25	88.5	86.5							654.75
2016 - TOTAL	139.75	146	149.25	149	110.5	91.75							786.25

EMPLOYEE TIME OFF

2017	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Sick	8	8	28	58	0	0							102
Comp	4.75	23	42.5	44.75	71.25	21							207.25
Vacation	36	24	24	10	0	0							94
Holiday	20	0	0	0	10	0							30
PTO	73.5	105.5	37	153	212.5	175.25							756.75
Other	176	200	184	160	184	176							1080
TOTAL	318.25	360.5	315.5	425.75	477.75	372.25							2270

**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

July 2017 Director of Public Safety Board Communication

- 1. Fire department activity for June 2017:** June activity for the month has returned back to normal after an extremely quiet May. The only significant calls for the month would have been a mutual aid structure fire to South Lyon Fire Department and a mutual aid motor vehicle crash with 2 pinned in in Salem Township. The Salem Township incident resulted in a fatality of a local family man.
- 2. Fire Department training for June:** Training activity for June consisted of extrication training. This involves the use of the Jaws of life and other tools used in pin-in crashes. The other department training for the month was annual drivers rodeo. There was some individualized training for pump training and we have 2 of our Fire Officers completing their Fire Officer I & II officer training.
- 3. Road closures and projects:** Road closures continue to be a day to day challenge. We are certainly seeing progress on the project and are continuing regular meetings with MDOT. Our biggest obstacle right now and until late August is the closing of the Six Mile rd. bridge being replaced. That along with the culvert limitations at Six Mile and Oliver requires our fire engines to go north to make most calls to the in the south and west parts of the Township. We have periodically increased staffing on duty in the fire department to ensure access to all parts of the township.
- 4. Vacation:** I will be out of town and on vacation from July 13th and returning July 24th. In my absence Sgt. Smith will be in charge of the Police Department and Deputy Chief Bishop will be in charge of the Fire Department. I will be in the Upper Peninsula where cell coverage is limited. I will be checking emails periodically.
- 5. Grievance:** As expected we have received the first step grievance for the employee who was placed on unpaid leave. Our labor attorney is preparing a response.
- 6. Fourth of July Activities:** While these activities didn't occur in July they are current to this Board meeting. All of the Fourth of July activities went very well. The fire works could not have gone any better with the exception of one disgruntled food vendor. The new obstacles faced going into the different events related to road construction all turned out great because of planning and teamwork by all.



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

June 2017

Northfield Township Fire Department Statistical Report

Responses June 2017:	49
Responses June 2017:	59

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

Emergency Medical Calls: 29	
Chest Pain	8
Difficulty Breathing	2
Unconscious/Cardiac Arrest	3
Diabetic/ Seizure	2
Trauma	7
CVA	0
Abdominal pain	0
Other	7

Motor Vehicle Accidents: 13	
Injury Crashes	7
Unknown	6
Pin In	2

2025-01-01 10:00 AM

Public Service calls:	1	
Electrical issues		1
Fuel Spill		0
Carbon Monoxide Alarm		0
Trees down		0
Water rescue		0
Gas leak		0
Other		0
Mutual Aid Given	2	
South Lyon Fire	Structure Fire (Apartment building)	1
Salem Twp	Pin In crash	1
Mutual Aid Received:	0	
Responses in hamlet area:		25
Responses in rural area:		15
Responses on Highway		7
Responses outside the township:		2
Average response time for the month:		6:40



William Wagner

**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: Dan Willis Wastewater Treatment Plant Superintendent

Date: June, 2017

Subject: Monthly Report

- 6/1 Plugged sewer call at 9041 Timbercrest, homeowners problem.
- 6/1 8 in valve scheduled for replacement was repaired without being replaced.
- 6/6 In the afternoon we observed a blue tint in the incoming flow we traced it back to the N. Terr. sewer district but were unable to locate the source . The spill did not impact the plant in any other way and was gone in a few hours.
- 6/8 Pulled apart the intermediate sludge ad pulled debris out of it.
- 6/12 At 10pm received a call about a possible sewer leak in front of 11860 Main upon arrival it was determined that the force main had started leaking. With the help of Spiegelberg Excavating we repaired the line without further leaking.
- 6/14 Pulled rags out of a pump at the Elmcrest Pump Station.
- 6/16 After cleaning gravel out of the intermediate pump for the fourth time this week we finally think we have the line clean.
- 6/26 Midwest Power installed 2 gate valves and 2 check valves on the dilution piping system.
- 6/27 We started the cleaning and televising of our sewers for the year.

June 2016 Daily Average Flow	.694 MGD
June 2017 Daily Average Flow	.725 MGD
Maximum May Daily Flow 2016	.835 MGD
Maximum May Daily Flow 2017	.906 MGD
Minimum May Daily Flow 2016	.598 MGD
Minimum May Daily Flow 2017	.636 MGD
6 – Month Average Flow	.886 MGD
12 – Month Average Flow	.773 MGD
Total Gallons Treated June 2016	20.830 MG
Total Gallons Treated June 2017	21.744 MG
Rainfall (inches) June 2016	2.20
Rainfall (inches) June 2017	0.84
Connections / Tap-ins' to system	1
Miss Dig Staking's	8
Overtime hours for the month	48

Building Department Activity

ZONING COMPLIANCE MONTH OF JUNE 2017

Property Address	Name	Parcel ID	Description	Status
4653 Six Mile Rd	Mahaffy, Kitt	B-02-12-400-025	16x10 Shed	Approved
9477 Summerland	Lynch, Justin	B-02-06-427-012	Fence	Approved
333 Fairmount	Suttman, Patricia	B-02-17-262-019	Fence & Deck	Approved
980 Seven Mile Rd	Blumenstiel, Mat	B-02-04-360-010	2100 sq ft Single Family w/Bsmt	Approved
9205 Main Street	Curry, Sandra	B-02-05-328-028	Massage Office	Denied - See attached
6480 Whitmore Lake	Bakhaus, John	B-02-29-200-021	Selling Business to Big Tex Trailers	Approved w/conditions "site plan required"
100 & 102 Barker	Fun Time Dog Shop	B-02-06-105-017	Dog Supplies/Training	Amended Approval - Need PC Approval
190 Garden Ct	Bullock, Charles	B-02-20-110-183	Fence	Approved
266 Lakeview	Cook, William	B-02-08-350-007	Fence	Approved
9015 Kearney	Mullins, Robert	B-02-06-300-017	Deck	Approved
1300 W Joy Rd	Carter, Charlie	B-02-31-300-004	In-Ground Pool	Approved
7767 Shady Beach	Venable, Lindsay	B-02-17-261-003	Privacy / Picket Fence	Approved
175 Barker	Mike Lazar Al Asphalt	B-02-06-400-001	Parking Dump Trucks Only	Denied - See attached
9142 Wildwood	Dalipi, Sara	B-02-06-442-082	Second Sty Deck	Approved
Vac Ideal Pl	Iaquinto, Anne-Sam	B-02-17-265-011	Sale of consumer fire works	Denied-See attached
330 Glenmoor	Petersberger, Kathleen	B-02-17-262-006	Fence	Approved
20 Schrum Dr	Russell, Johna	B-02-08-360-010	Add to 2nd level & garage	Approved
4593 Seven Mile Rd	Kalous, Michelle	B-02-01-400-027	Out bldg for hay storage	Approved
9315 Summerland	Birely, Corey	B-02-06-428-025	Above ground pool	Approved
Vac Main Street	Whitmore Lake Partners	B-02-06-105-023	Sale of consumer fire works	Approved w/conditions "site plan required"
6880 Earhart Rd	Marinkovich, Christopher/Sheryl	B-02-24-300-007	Home Occupation-Quality Aire	Denied - See attached

9205 Main Street

Applicant: Massage by Sandy and Company (Owner: Bio-Sentry Engg.)

Request: To open massage therapy business

Zoning: R-O (Residential-Office District)

Action: **DENIED (See comments below)**

Comments:

The subject site is zoned Residential-Office district. Massage therapy offices/parlors are considered as personal service establishments and included in the same category as a beauty parlor, spa, barber shop etc., which provide personal service to customers. The R-O District does not allow personal service establishments as principal permitted or conditional land uses. The intent of the district is to *'accommodate certain small office uses which are low traffic generators and compatible with the adjacent and neighboring single family dwellings'*. The R-O district is geared towards very low traffic and low intensity uses only. The applicant has noted their current location as 9551 Main Street, which is zoned WLD-D and the use is permitted at that location as a principal use.

Further, this site is Master Planned for medium density residential uses only, which translates to an SR-1 and SR-2 designation. The proposed massage therapy office/parlor use is allowable in commercially zoned districts only.

Therefore, the request is denied.

Zoning Administrator
6-6-17

175 Barker Road

Applicant: Mike Lazar A-1 Asphalt
Request: New Business – Asphalt Paving and Maintenance Company
Zoning: GC (General Commercial) District
Action: **DENIED** (see comments below)

Comments:

The subject site is zoned GC (General Commercial District), and is located on the west side of the railroad track, south of Barker Road.

It is my understanding the applicant is seeking re-occupancy of the site. The application states "*no alterations at this time. No business on site*". It also states "*parking area used to park dump trucks and equipment. Small shop in building used for storage and office*".

The existing use on the site is a towing company - M&R towing. The proposed use (based on the use description on the website listed on the application: a1sealcoat.com) is an asphalt paving and maintenance company. The proposed use is NOT the same as the existing use. It is a new use altogether.

Showroom display and sales of vehicles and equipment is permitted in the GC district. Open air displays, contractor's wholesale supply, home and garden stores, used car and machinery sales are also permitted as conditional uses in the district. However, asphalt maintenance or paving companies or storage/parking of vehicles associated with such a business is not permitted in the GC district. The use is permitted as a conditional use only in the LI (Light Industrial) and GI (General Industrial) districts.

Further, the existing towing service is also not permitted in the GC district. It is an existing non-conforming use. Change of ownership is allowed provided the non-conforming use is not expanded or altered. In this case, change from one non-conforming non-compliant use to another non-conforming use is not allowable.

The request is DENIED.

Zoning Administrator
6/20/17

Vacant Parcel

B-02-17-265-011

Applicant: Richard Hennigar (Owner: Anne laquinto)
Request: Temporary Sales of Consumer Fireworks
Zoning: SR-2 (Single Family Residential) District
Action: **DENIED** (see comments below)

Comments:

The subject site is a vacant lot zoned SR-2 Single Family Residential district. The proposed use temporary sales of consumer grade fireworks from 6/22/17 to 7/5/17. Section 36-724 of the Zoning Ordinance deals with Temporary Specialty Stores that addresses the sale of Christmas tree only. Therefore, the use proposed would be reviewed as any other use in the Zoning Ordinance provided the use is permitted in the district.

SR-2 district does not permit temporary sales or temporary outdoor sales. The only non-residential uses permitted in SR-2 include (Section 36-246 and 36-247) public utility structures, bed& breakfast operations, childcare and group day care homes, cemetery, communication apparatus on existing commercial or electrical towers and places of public worship.

Therefore, the proposed retail sales use is not permitted in the SR-2 District as temporary use, principal use or conditional use.

Zoning Administrator
6-26-17

6880 Earhart Road

Applicant: Sheryl and Christopher Marinkovich (Quality Aire Systems)
Request: HVAC Business with associated storage and office
Zoning: AR (Agriculture) District
Action: **DENIED** (see comments below)

Comments:

The subject site is currently being used for a HVAC business involving “*interior storage of equipment and tools, exterior storage of vehicles associated with a HVAC business; interior storage and assembly of inventory and office work*”(per attachment submitted by applicant). The use has not been approved and was brought to the Township’s attention by the Code Enforcement officer.

The site is zoned AR (Agriculture District) and meets the minimum lot size and width requirements for the district. The applicant notes the use as a “Home Occupation”, which is incorrect. Section 36-64 of the Zoning Ordinance regulates home occupations which must meet the criteria set forth in sub-section (1) a through j. The use on site does not comply with several of the requirements as follows:

- d. *The home occupation shall not display or create outside the building any external evidence of the operation of the home occupation.*
- e. *That the home occupation does not require equipment other than what would commonly be found on residential premises.*
- f. *That there shall be no exterior storage of materials or equipment.*
- g. *That no nuisance shall be generated by any heat, glare, noise, smoke, vibration, noxious fumes, odors, vapors, gases, chemicals or matter at any time; and that no mechanical, electrical, or similar machinery or equipment, other than that used for normal domestic purpose, will be utilized in the home occupation.*
- j. *That not more than two persons, other than members of the household occupying the dwelling, shall be employed in the dwelling or accessory building.*

The use from the description provided, includes employees other than the homeowners, involves outside storage of equipment, involves equipment and tools which are not common to a dwelling use. Therefore, the use is NOT a home occupation.

Further, a HVAC business is classified by the Zoning Ordinance as an equipment service and repair type of use like radio and television, electrical appliance shop, plumber, electrician or similar service and trade. Such uses are NOT permitted as a principal use or conditional use in the AR district.

Zoning Administrator
6-29-17

07/05/
~~06/01/~~2017

To: Marlene Chockley,

From: Mike Rankin 

Subject: Update on Code Enforcement Activity

Below is a summary of code enforcement activity for the period running from 06/01/2017 through 07/04/2017.

I continue to operate on a complaint driven basis, however, any property in plain sight of a property upon which a complaint has been filed which is also in violation receives attention. Enforcement is consistent to avoid the appearance of disparate treatment.

To date six citations have been issued, only one of the respondents has been instructed to pay the fine as the others have since complied or have made substantial progress toward compliance. It seems that the Civil Infraction Notice of Violation is an effective tool in getting a response from individuals who ignore other forms of notification.

All 8 of the non numbered complaints have been closed. 64 complaints have been entered into BS&A, 29 of which have been closed. Of the 35 open complaints several are long term complex issues including: , Gyoa Trucking, 1-800 GOT POOP, Driftwood Marina and several property cleanups at residential locations.

Boat and trailer storage, displaying vehicles for sale and parking of recreational vehicles outdoors continue to be active areas with regard to complaints received.

Thank you for your attention to this matter.

**Fund 101: GENERAL FUND
2017-2018 FISCAL YEAR
AS OF 6/30/17**

DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 06/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
TOTAL ESTIMATED REVENUES	1,272,648	1,298,501	1,289,475	1,285,249	1,611,562	322,087	25%
TOTAL APPROPRIATIONS	1,271,867	1,245,166	2,026,556	1,912,636	1,607,906	(418,650)	-21%
NET OF REVENUES/APPROPRIATIONS - FUND 101	781	53,335	(737,081)	(627,387)	3,656	740,737	-100%
BEGINNING FUND BALANCE	1,549,378	1,550,163	1,603,499	1,603,499	976,112		
ENDING FUND BALANCE	1,550,159	1,603,498	866,418	976,112	979,769		
			Fund Bal % 43%	Fund Bal % 51%	Fund Bal % 61%		

User: YVETTE
DB: Northfield

PERIOD ENDING 06/30/2017
% Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17		YTD BALANCE 06/30/2017	ACTIVITY FOR	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	2016-17 AMENDED BUDGET		MONTH 06/30/17		
Fund 101 - GENERAL FUND								
Revenues								
Dept 000								
101-000-426	PRIOR YEAR TAX INTEREST	663.08	0.00	0.00	1,763.70	0.00	(1,763.70)	100.00
101-000-452	PEDDLER'S LICENSES	368.00	500.00	500.00	2.00	80.00	498.00	0.40
101-000-453	CABLEVISION FRANCHISE FEES	99,309.78	97,000.00	97,000.00	73,432.86	0.00	23,567.14	75.70
101-000-455	FIBER FOOTAGE FEES	10,515.50	7,500.00	7,500.00	10,370.86	10,370.86	(2,870.86)	138.28
101-000-573	STATE REVENUE SHARING - LCSA	0.00	0.00	0.00	45,971.60	0.00	(45,971.60)	100.00
101-000-574	STATE SHARED REVENUE	649,431.00	652,000.00	652,000.00	567,540.00	106,716.00	84,460.00	87.05
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	2,407.45	0.00	(2,407.45)	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
101-000-666	DIVIDENDS	0.00	0.00	0.00	7,577.31	7,577.31	(7,577.31)	100.00
101-000-671	REIMBURSEMENT/OTHER INCOME	6,610.94	150.00	150.00	6,947.17	6,057.26	(6,797.17)	4,631.45
101-000-673	SALE OF FIXED ASSET	0.00	0.00	12,000.00	12,000.00	0.00	0.00	100.00
101-000-684	CELL TOWER INCOME	0.00	0.00	0.00	2,800.00	0.00	(2,800.00)	100.00
101-000-688	RENTAL INCOME - BARKER RD	10,260.00	9,960.00	9,960.00	9,960.00	0.00	0.00	100.00
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	742,232.17	130,801.43	38,077.83	95.12
Dept 191-ELECTIONS								
101-191-671	REIMBURSEMENT/OTHER INCOME	5,741.48	6,500.00	6,500.00	10,355.81	0.00	(3,855.81)	159.32
Total Dept 191-ELECTIONS		5,741.48	6,500.00	6,500.00	10,355.81	0.00	(3,855.81)	159.32
Dept 253-TREASURER								
101-253-402	CURRENT PROPERTY TAX	263,029.60	263,500.00	263,500.00	262,807.66	0.00	692.34	99.74
101-253-404	MOBILE HOME LICENSE FEES	2,850.50	2,820.00	2,820.00	2,874.00	239.50	(54.00)	101.91
101-253-445	PENALTY & INTEREST ON TAXES	3,595.53	1,500.00	1,500.00	6,103.58	0.00	(4,603.58)	406.91
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	149,957.17	0.00	(9,957.17)	107.11
Total Dept 253-TREASURER		427,865.98	421,400.00	421,400.00	435,407.41	239.50	(14,007.41)	103.32
Dept 336-CONTRIBUTIONS								
101-336-625	SEWER ADMINISTRATION	48,560.00	48,560.00	48,560.00	48,560.00	0.00	0.00	100.00
101-336-694	NON-MOTORIZED PATH	0.00	0.00	0.00	4,360.00	2,650.00	(4,360.00)	100.00
Total Dept 336-CONTRIBUTIONS		48,560.00	48,560.00	48,560.00	52,920.00	2,650.00	(4,360.00)	108.98
Dept 412-PLANNING/ZONING DEPT								
101-412-477	ZONING COMPLIANCE PERMITS	8,600.00	5,880.00	5,880.00	12,505.00	1,500.00	(6,625.00)	212.67
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	1,430.00	0.00	1,270.00	52.96
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	5,750.00	0.00	(5,750.00)	100.00
101-412-629	ZONING COPIES	0.00	25.00	25.00	55.60	0.00	(30.60)	222.40
101-412-637	SPLIT APPLICATIONS	1,825.00	2,400.00	2,400.00	2,240.00	1,000.00	160.00	93.33
Total Dept 412-PLANNING/ZONING DEPT		21,405.00	11,005.00	11,005.00	21,980.60	2,500.00	(10,975.60)	199.73

User: YVETTE
DB: Northfield

PERIOD ENDING 06/30/2017
% Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17 ORIGINAL BUDGET	2016-17 AMENDED BUDGET	YTD BALANCE 06/30/2017	ACTIVITY FOR MONTH 06/30/17	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND								
Revenues								
Dept 666-COMMUNITY CENTER								
101-666-643	CC TRIPS	7,543.25	9,000.00	9,000.00	6,311.00	1,923.00	2,689.00	70.12
101-666-644	CC PROGRAMS	2,583.00	3,000.00	3,000.00	4,842.75	962.00	(1,842.75)	161.43
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	2,699.15	861.00	(1,499.15)	224.93
Total Dept 666-COMMUNITY CENTER		16,441.86	21,700.00	21,700.00	22,352.90	3,746.00	(652.90)	103.01
TOTAL REVENUES		1,298,500.56	1,277,475.00	1,289,475.00	1,285,248.89	139,936.93	4,226.11	99.67
Expenditures								
Dept 101-TOWNSHIP BOARD								
101-101-701	SALARIES	9,999.84	10,000.00	10,000.00	9,999.86	1,874.98	0.14	100.00
101-101-715	SOCIAL SECURITY	795.60	765.00	765.00	765.01	143.44	(0.01)	100.00
101-101-807	MEMBERSHIP DUES	9,121.21	10,500.00	10,500.00	10,571.44	(4,510.12)	(71.44)	100.68
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	5,827.98	236.56	1,672.02	77.71
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	39,673.75	(2,255.14)	3,591.25	91.70
Dept 171-SUPERVISOR								
101-171-701	SALARIES	12,499.76	12,500.00	12,500.00	12,980.67	1,442.31	(480.67)	103.85
101-171-715	SOCIAL SECURITY	956.23	957.00	957.00	993.02	110.34	(36.02)	103.76
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	483.64	483.64	(283.64)	241.82
101-171-956	MISCELLANEOUS	78.00	100.00	100.00	61.03	38.40	38.97	61.03
101-171-957	TRAINING & DEVELOPMENT	0.00	1,000.00	1,000.00	764.30	181.30	235.70	76.43
Total Dept 171-SUPERVISOR		13,533.99	14,877.00	14,877.00	15,282.66	2,255.99	(405.66)	102.73
Dept 172-TOWNSHIP MANAGER								
101-172-701	SALARIES	77,000.04	79,310.00	83,000.00	64,939.21	0.00	18,060.79	78.24
101-172-704	CLERICAL/DEP /SUPER/ELECTION	25,487.00	29,137.00	29,137.00	29,043.94	3,423.21	93.06	99.68
101-172-715	SOCIAL SECURITY	12,243.53	12,705.00	12,990.00	11,359.68	760.07	1,630.32	87.45
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	569.03	0.00	455.97	55.52
101-172-718	PENSION	7,700.10	7,931.00	8,300.00	5,061.40	0.00	3,238.60	60.98
101-172-722	CONTROLLER	56,058.87	57,627.00	57,627.00	52,709.45	6,512.24	4,917.55	91.47
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	7,076.11	275.00	(2,076.11)	141.52
101-172-850	COMMUNICATION	655.21	720.00	720.00	306.10	0.00	413.90	42.51
101-172-860	FUEL & MILEAGE	0.00	500.00	500.00	186.39	0.00	313.61	37.28
101-172-927	ALLOCATE TO DEPARTMENTS	(41,091.28)	(49,436.00)	(49,979.00)	(38,062.36)	(4,412.24)	(11,916.64)	76.16
101-172-957	TRAINING & DEVELOPMENT	698.20	1,000.00	1,000.00	410.00	0.00	590.00	41.00
Total Dept 172-TOWNSHIP MANAGER		144,742.83	147,019.00	151,120.00	135,398.95	6,558.28	15,721.05	89.60
Dept 191-ELECTIONS								
101-191-704	CLERICAL/DEP /SUPER/ELECTION	7,125.12	13,200.00	13,200.00	10,550.34	30.00	2,649.66	79.93

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PERIOD ENDING 06/30/2017
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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17		YTD BALANCE 06/30/2017	ACTIVITY FOR	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	2016-17 AMENDED BUDGET		MONTH 06/30/17		
Fund 101 - GENERAL FUND								
Expenditures								
101-191-715	SOCIAL SECURITY	0.00	0.00	0.00	58.67	2.30	(58.67)	100.00
101-191-727	SUPPLIES	1,914.62	3,000.00	3,000.00	7,018.21	62.13	(4,018.21)	233.94
101-191-818	CONTRACTUAL SERVICES	990.00	2,000.00	2,000.00	675.00	0.00	1,325.00	33.75
101-191-851	POSTAGE	894.91	800.00	800.00	1,329.78	0.00	(529.78)	166.22
101-191-900	PRINTING & PUBLICATIONS	1,100.37	2,600.00	2,600.00	1,181.63	0.00	1,418.37	45.45
Total Dept 191-ELECTIONS		12,025.02	21,600.00	21,600.00	20,813.63	94.43	786.37	96.36
Dept 215-CLERK								
101-215-701	SALARIES	12,499.76	12,500.00	12,500.00	12,980.67	1,442.31	(480.67)	103.85
101-215-703	DEPUTY SALARIES	32,978.59	39,520.00	40,600.00	40,600.00	4,560.00	0.00	100.00
101-215-715	SOCIAL SECURITY	3,691.16	3,980.00	5,234.00	4,236.62	459.18	997.38	80.94
101-215-716	HOSPITALIZATION	1,125.00	1,500.00	1,500.00	6,863.47	0.00	(5,363.47)	457.56
101-215-717	LIFE/DISB. INSURANCE	617.85	525.00	525.00	494.28	41.19	30.72	94.15
101-215-718	PENSION	2,705.20	3,952.00	3,952.00	4,060.00	456.00	(108.00)	102.73
101-215-723	RECORD SEC	5,945.00	7,720.00	14,775.00	11,155.00	2,400.00	3,620.00	75.50
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	233.96	156.53	(83.96)	155.97
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	0.00	751.77	24.82
Total Dept 215-CLERK		59,606.94	70,947.00	80,636.00	81,172.23	9,515.21	(536.23)	100.67
Dept 247-BOARD OF REVIEW								
101-247-706	BOARD OF REVIEW FEE	969.00	2,000.00	2,000.00	825.00	0.00	1,175.00	41.25
101-247-715	SOCIAL SECURITY	74.10	153.00	153.00	63.13	0.00	89.87	41.26
101-247-723	RECORD SEC	1,520.00	1,200.00	1,200.00	1,280.00	0.00	(80.00)	106.67
101-247-900	PRINTING & PUBLICATIONS	640.00	800.00	800.00	682.00	0.00	118.00	85.25
101-247-959	TRIBUNALS AND DRAINS	7,580.27	15,000.00	16,080.00	16,114.18	(14,209.11)	(34.18)	100.21
Total Dept 247-BOARD OF REVIEW		10,783.37	19,153.00	20,233.00	18,964.31	(14,209.11)	1,268.69	93.73
Dept 253-TREASURER								
101-253-701	SALARIES	12,499.76	12,500.00	12,500.00	12,980.67	1,442.31	(480.67)	103.85
101-253-703	DEPUTY SALARIES	43,677.20	45,440.00	33,875.00	33,587.54	4,176.00	287.46	99.15
101-253-704	CLERICAL/DEP /SUPER/ELECTION	14,413.38	21,384.00	24,289.00	22,543.14	1,676.63	1,745.86	92.81
101-253-715	SOCIAL SECURITY	5,280.86	6,070.00	6,095.00	5,220.58	521.65	874.42	85.65
101-253-716	HOSPITALIZATION	4,443.92	1,500.00	9,095.00	10,360.31	0.00	(1,265.31)	113.91
101-253-717	LIFE/DISB. INSURANCE	460.80	485.00	310.00	311.04	45.44	(1.04)	100.34
101-253-718	PENSION	4,367.72	4,544.00	1,841.00	1,684.94	417.58	156.06	91.52
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	6,000.00	500.00	0.00	100.00
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	0.00	100.00	9.09
101-253-818	CONTRACTUAL SERVICES	0.00	0.00	11,025.00	11,025.33	0.00	(0.33)	100.00
101-253-851	POSTAGE	3,480.28	3,700.00	3,700.00	4,295.83	1,422.40	(595.83)	116.10
101-253-860	FUEL & MILEAGE	339.09	225.00	225.00	628.10	340.26	(403.10)	279.16
101-253-927	ALLOCATE TO DEPARTMENTS	(16,490.00)	(16,605.00)	(16,605.00)	(21,410.00)	(9,833.00)	4,805.00	128.94
101-253-956	MISCELLANEOUS	2,774.96	1,000.00	1,000.00	658.82	50.00	341.18	65.88
101-253-957	TRAINING & DEVELOPMENT	0.00	1,000.00	2,000.00	1,480.50	55.00	519.50	74.03

PERIOD ENDING 06/30/2017

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17		YTD BALANCE 06/30/2017	ACTIVITY FOR MONTH 06/30/17	AVAILABLE BALANCE	% BGD USED
			ORIGINAL BUDGET	2016-17 AMENDED BUDGET				
Fund 101 - GENERAL FUND								
Expenditures								
Total Dept 253-TREASURER		82,929.99	89,053.00	97,460.00	91,296.58	814.27	6,163.42	93.68
Dept 257-ASSESSING								
101-257-709	ASST ASSESSOR	38,624.00	40,706.00	40,706.00	42,180.00	4,696.80	(1,474.00)	103.62
101-257-715	SOCIAL SECURITY	2,954.74	3,114.00	3,114.00	3,249.72	359.31	(135.72)	104.36
101-257-716	HOSPITALIZATION	22,488.05	24,750.00	24,750.00	18,386.54	0.00	6,363.46	74.29
101-257-717	LIFE/DISB. INSURANCE	681.60	575.00	575.00	545.28	45.44	29.72	94.83
101-257-718	PENSION	3,718.40	4,071.00	4,071.00	4,218.00	469.68	(147.00)	103.61
101-257-727	SUPPLIES	843.03	1,500.00	1,500.00	777.95	20.42	722.05	51.86
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	63,704.96	5,833.33	675.04	98.95
101-257-851	POSTAGE	2,372.76	2,500.00	2,500.00	1,851.06	8.74	648.94	74.04
101-257-860	FUEL & MILEAGE	113.40	500.00	500.00	154.16	0.00	345.84	30.83
101-257-900	PRINTING & PUBLICATIONS	955.71	1,000.00	1,000.00	1,250.70	0.00	(250.70)	125.07
101-257-927	ALLOCATE TO DEPARTMENTS	0.00	(36,828.00)	(36,828.00)	(29,004.00)	(4,696.00)	(7,824.00)	78.76
101-257-957	TRAINING & DEVELOPMENT	0.00	1,500.00	1,500.00	25.00	0.00	1,475.00	1.67
Total Dept 257-ASSESSING		131,469.65	108,018.00	108,318.00	107,652.37	6,737.72	665.63	99.39
Dept 265-HALL AND GROUNDS								
101-265-710	JANITORIAL SALARIES	5,730.00	6,006.00	6,006.00	5,895.00	495.00	111.00	98.15
101-265-715	SOCIAL SECURITY	438.36	460.00	460.00	450.99	37.87	9.01	98.04
101-265-727	SUPPLIES	10,723.73	10,000.00	10,000.00	10,098.12	548.21	(98.12)	100.98
101-265-731	WORKERS COMP INSURANCE	2,108.00	2,740.00	2,740.00	2,379.70	0.00	360.30	86.85
101-265-816	GROUNDS/CLEANG/JANITORL SERVI	8,285.00	8,250.00	8,250.00	9,160.02	0.00	(910.02)	111.03
101-265-821	PSB MAINT & OPS ALLOCATION	37,850.00	44,990.00	44,990.00	31,826.37	6,960.70	13,163.63	70.74
101-265-850	COMMUNICATION	7,776.01	6,000.00	6,000.00	6,418.58	284.48	(418.58)	106.98
101-265-851	POSTAGE	4,745.61	5,500.00	5,500.00	2,528.30	145.86	2,971.70	45.97
101-265-910	INSURANCE & BONDS	24,488.00	25,042.00	25,042.00	23,875.00	0.00	1,167.00	95.34
101-265-920	UTILITIES	197.28	200.00	200.00	181.58	16.25	18.42	90.79
101-265-927	ALLOCATE TO DEPARTMENTS	0.00	(4,070.00)	(4,070.00)	(2,329.00)	(1,152.00)	(1,741.00)	57.22
101-265-930	REPAIRS & MAINTENANCE	25,201.69	20,000.00	20,000.00	20,065.80	164.90	(65.80)	100.33
101-265-938	CHARGEBACKS - PRIOR TAX YEARS	666.28	2,500.00	2,500.00	1,049.80	0.00	1,450.20	41.99
101-265-940	RENTAL EQUIPMENT	3,905.86	4,585.00	4,585.00	5,756.39	690.61	(1,171.39)	125.55
101-265-956	MISCELLANEOUS	41.50	300.00	300.00	10.00	0.00	290.00	3.33
Total Dept 265-HALL AND GROUNDS		132,157.32	132,503.00	132,503.00	117,366.65	8,191.88	15,136.35	88.58
Dept 270-LEGAL/PROFESSIONAL								
101-270-800	OTHER PROFESSIONAL FEES	0.00	500.00	5,500.00	0.00	0.00	5,500.00	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	115,252.84	16,346.85	(19,252.84)	120.06
101-270-806	ENGINEER	9,582.50	10,000.00	51,000.00	32,284.28	400.00	18,715.72	63.30
101-270-927	ALLOCATE TO DEPARTMENTS	(45,600.00)	(45,600.00)	(45,600.00)	(45,600.00)	(3,800.00)	0.00	100.00
Total Dept 270-LEGAL/PROFESSIONAL		66,373.56	67,200.00	113,200.00	108,237.12	12,946.85	4,962.88	95.62
Dept 336-CONTRIBUTIONS								
101-336-933	CONTRIBUTION - INDEPENDENCE D	2,500.00	2,500.00	2,500.00	2,500.00	0.00	0.00	100.00
101-336-964	CONTRIBUTION-FIRE & MED RES	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	0.00	100.00

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17 ORIGINAL BUDGET	2016-17 AMENDED BUDGET	YTD BALANCE 06/30/2017	ACTIVITY FOR MONTH 06/30/17	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND								
Expenditures								
Total Dept 336-CONTRIBUTIONS		27,500.00	27,500.00	27,500.00	27,500.00	25,000.00	0.00	100.00
Dept 412-PLANNING/ZONING DEPT								
101-412-707	ZBA SALARIES	2,700.00	3,000.00	3,000.00	6,306.25	2,606.25	(3,306.25)	210.21
101-412-715	SOCIAL SECURITY	1,193.40	1,148.00	1,148.00	1,308.63	245.28	(160.63)	113.99
101-412-723	RECORD SEC	4,925.00	6,720.00	6,720.00	8,770.00	855.00	(2,050.00)	130.51
101-412-726	PLANN COMM	13,300.00	12,000.00	12,000.00	10,800.00	600.00	1,200.00	90.00
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	10.00	0.00	4,990.00	0.20
101-412-801	PLANNER FEES	50,443.10	40,000.00	40,000.00	30,790.50	4,523.50	9,209.50	76.98
101-412-809	CODE ENFORCEMENT	14,043.30	10,400.00	10,400.00	4,100.00	0.00	6,300.00	39.42
101-412-823	ZONING ADMINISTRATION	2,778.75	15,000.00	15,000.00	9,467.50	1,757.50	5,532.50	63.12
101-412-851	POSTAGE	110.87	250.00	250.00	182.47	20.96	67.53	72.99
101-412-860	FUEL & MILEAGE	517.32	600.00	600.00	514.06	92.34	85.94	85.68
101-412-900	PRINTING & PUBLICATIONS	2,654.61	1,800.00	1,800.00	2,753.29	803.31	(953.29)	152.96
101-412-927	ALLOCATE TO DEPARTMENTS	5,530.00	29,101.00	29,101.00	19,854.00	4,806.00	9,247.00	68.22
101-412-957	TRAINING & DEVELOPMENT	164.00	1,500.00	1,500.00	1,530.00	0.00	(30.00)	102.00
Total Dept 412-PLANNING/ZONING DEPT		98,425.29	126,719.00	126,719.00	96,386.70	16,310.14	30,332.30	76.06
Dept 448-STREET LIGHTS								
101-448-920	UTILITIES	35,419.01	35,520.00	35,520.00	35,045.00	3,088.54	475.00	98.66
Total Dept 448-STREET LIGHTS		35,419.01	35,520.00	35,520.00	35,045.00	3,088.54	475.00	98.66
Dept 449-ROAD WORK								
101-449-805	PATHWAYS AND SIDEWALKS	0.00	0.00	72,000.00	71,401.87	71,401.87	598.13	99.17
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	98,950.00	93,465.05	(19,954.72)	5,484.95	94.46
101-449-929	GRANT EXPENSE	3,747.68	0.00	0.00	0.00	(7,678.15)	0.00	0.00
Total Dept 449-ROAD WORK		132,154.84	146,000.00	200,950.00	193,327.17	43,769.00	7,622.83	96.21
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	44,960.00	5,006.40	(1,575.00)	103.63
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	4,160.00	400.00	0.00	100.00
101-666-715	SOCIAL SECURITY	3,570.90	4,010.00	4,010.00	3,739.98	400.96	270.02	93.27
101-666-716	HOSPITALIZATION	8,429.60	9,515.00	9,515.00	9,126.39	0.00	388.61	95.92
101-666-717	LIFE/DISB. INSURANCE	524.16	550.00	550.00	524.16	43.68	25.84	95.30
101-666-718	PENSION	4,046.17	4,339.00	4,339.00	4,496.00	500.64	(157.00)	103.62
101-666-727	SUPPLIES	1,945.13	2,800.00	2,800.00	1,620.58	105.93	1,179.42	57.88
101-666-731	WORKERS COMP INSURANCE	348.00	535.00	535.00	468.82	0.00	66.18	87.63
101-666-807	MEMBERSHIP DUES	255.00	250.00	250.00	110.00	0.00	140.00	44.00
101-666-812	CC TRIPS	5,739.22	8,500.00	8,500.00	4,460.98	510.00	4,039.02	52.48
101-666-815	CC PROGRAMS	12,411.37	15,500.00	15,500.00	8,603.46	846.37	6,896.54	55.51

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			ORIGINAL BUDGET	2016-17 AMENDED BUDGET				
Fund 101 - GENERAL FUND								
Expenditures								
101-666-816	GROUNDS/CLEANG/JANITORL SERVI	3,190.00	3,425.00	3,425.00	1,616.92	0.00	1,808.08	47.21
101-666-822	SENIOR NUTRITION	1,627.86	2,000.00	2,000.00	2,335.05	353.20	(335.05)	116.75
101-666-836	COMMUNITY EXPENSE	0.00	1,200.00	1,200.00	1,004.30	0.00	195.70	83.69
101-666-850	COMMUNICATION	2,027.04	2,220.00	2,220.00	2,491.64	0.00	(271.64)	112.24
101-666-851	POSTAGE	586.21	1,010.00	1,010.00	745.56	114.08	264.44	73.82
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	0.00	670.00	48.46
101-666-910	INSURANCE & BONDS	997.00	1,020.00	1,020.00	1,083.00	0.00	(63.00)	106.18
101-666-920	UTILITIES	2,648.19	3,036.00	3,036.00	2,667.52	84.68	368.48	87.86
101-666-930	REPAIRS & MAINTENANCE	2,743.58	4,500.00	4,500.00	7,872.75	5,625.00	(3,372.75)	174.95
101-666-940	RENTAL EQUIPMENT	0.00	0.00	0.00	831.65	179.57	(831.65)	100.00
101-666-970	EQUIPMENT	62.33	250.00	250.00	219.00	50.00	31.00	87.60
Total Dept 666-COMMUNITY CENTER		100,210.06	119,335.00	119,335.00	105,021.20	14,220.51	14,313.80	88.01
Dept 753-RECREATION BOARD								
101-753-727	SUPPLIES	0.00	10,000.00	10,000.00	3,858.83	720.18	6,141.17	38.59
Total Dept 753-RECREATION BOARD		0.00	10,000.00	10,000.00	3,858.83	720.18	6,141.17	38.59
Dept 757-PARKS								
101-757-801	PLANNER FEES	0.00	0.00	16,684.00	15,189.60	(1,494.00)	1,494.40	91.04
Total Dept 757-PARKS		0.00	0.00	16,684.00	15,189.60	(1,494.00)	1,494.40	91.04
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	1,984.81	0.00	2,015.19	49.62
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	360,940.00	360,728.48	20,209.11	211.52	99.94
Total Dept 900-CAPITAL OUTLAY		68,505.52	8,500.00	364,940.00	362,713.29	20,209.11	2,226.71	99.39
Dept 905-DEBT SERVICE								
101-905-985	PSB SHARE OF BOND PMT	87,821.98	84,696.00	84,696.00	84,695.26	0.00	0.74	100.00
Total Dept 905-DEBT SERVICE		87,821.98	84,696.00	84,696.00	84,695.26	0.00	0.74	100.00
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	2,026,556.00	1,912,636.33	152,473.86	113,919.67	94.38

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Fund 101 - GENERAL FUND								
Fund 101 - GENERAL FUND:								
	TOTAL REVENUES	1,298,500.56	1,277,475.00	1,289,475.00	1,285,248.89	139,936.93	4,226.11	99.67
	TOTAL EXPENDITURES	1,245,164.57	1,276,405.00	2,026,556.00	1,912,636.33	152,473.86	113,919.67	94.38
	NET OF REVENUES & EXPENDITURES	53,335.99	1,070.00	(737,081.00)	(627,387.44)	(12,536.93)	(109,693.56)	85.12
	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	866,417.65	976,111.21			

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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	1,479,272.76	0.00	3,883.24	99.74
207-000-445	PENALTY & INTEREST ON TAXES	491.13	500.00	500.00	473.32	0.00	26.68	94.66
207-000-570	LIQUOR LICENSE & PERMITS	3,165.25	3,000.00	3,000.00	3,386.35	0.00	(386.35)	112.88
207-000-626	COPY & FOIA INCOME	1,561.71	1,600.00	1,600.00	1,224.80	74.50	375.20	76.55
207-000-635	EMERGENCY COST RECOVERY	0.00	0.00	0.00	7,594.50	1,565.25	(7,594.50)	100.00
207-000-656	FINES & COURT FEES	19,740.31	30,000.00	30,000.00	17,730.03	3,166.45	12,269.97	59.10
207-000-658	IMPOUND FEES	2,320.00	2,500.00	2,500.00	4,240.00	880.00	(1,740.00)	169.60
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	4,651.52	330.00	(1,651.52)	155.05
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	12,356.23	84.46	4,643.77	72.68
Total Dept 000		1,486,509.36	1,562,406.00	1,562,406.00	1,534,838.66	6,100.66	27,567.34	98.24
Dept 336-CONTRIBUTIONS								
207-336-588	CONTRIBUTION OTHER FUND(S)	35,000.00	35,000.00	35,000.00	35,000.00	0.00	0.00	100.00
207-336-683	CONTRIBUTION - INDEPENDENCE D	1,500.00	1,500.00	1,500.00	1,500.00	0.00	0.00	100.00
Total Dept 336-CONTRIBUTIONS		36,500.00	36,500.00	36,500.00	36,500.00	0.00	0.00	100.00
TOTAL REVENUES		1,523,009.36	1,598,906.00	1,598,906.00	1,571,338.66	6,100.66	27,567.34	98.28
Expenditures								
Dept 226-PERSONNEL								
207-226-701	SALARIES	182,393.11	202,947.00	202,947.00	192,938.72	23,716.53	10,008.28	95.07
207-226-702	SALARIES	399,016.68	406,384.00	406,384.00	454,604.82	58,480.58	(48,220.82)	111.87
207-226-704	CLERICAL/DEP /SUPER/ELECTION	72,809.50	71,508.00	71,508.00	69,203.77	7,897.20	2,304.23	96.78
207-226-708	SALARIES-PART TIME	30,134.82	50,000.00	50,000.00	42,107.13	2,872.78	7,892.87	84.21
207-226-710	JANITORIAL SALARIES	8,725.00	8,840.00	8,840.00	8,925.00	765.00	(85.00)	100.96
207-226-711	SALARIES-OVERTIME	44,770.52	50,000.00	50,000.00	48,070.54	1,780.57	1,929.46	96.14
207-226-714	HOLIDAY	35,063.75	36,306.00	36,306.00	36,305.94	0.00	0.00	100.00
207-226-715	SOCIAL SECURITY	60,767.46	64,121.00	64,121.00	67,007.12	7,273.88	(2,886.12)	104.50
207-226-716	HOSPITALIZATION	144,255.72	158,000.00	158,000.00	138,471.29	0.00	19,528.71	87.64
207-226-717	LIFE/DISB. INSURANCE	7,646.04	8,028.00	8,028.00	7,878.63	699.50	149.37	98.14
207-226-718	PENSION	61,936.94	65,104.00	65,104.00	67,587.24	7,966.56	(2,483.24)	103.81
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	22,215.92	0.00	3,009.08	88.07
207-226-741	UNIFORMS/GEAR & ALLOWANCE	5,900.00	6,200.00	6,200.00	5,991.49	91.49	208.51	96.64
207-226-927	ALLOCATE TO DEPARTMENTS	59,072.00	61,870.00	64,016.00	58,732.00	14,309.00	5,284.00	91.75
207-226-957	TRAINING & DEVELOPMENT	0.00	1,000.00	1,000.00	225.00	0.00	775.00	22.50
Total Dept 226-PERSONNEL		1,135,046.96	1,222,033.00	1,224,179.00	1,226,264.61	125,853.09	(2,085.61)	100.17
Dept 265-HALL AND GROUNDS								
207-265-821	PSB MAINT & OPS ALLOCATION	37,848.00	45,000.00	45,000.00	31,733.64	6,960.98	13,266.36	70.52
Total Dept 265-HALL AND GROUNDS		37,848.00	45,000.00	45,000.00	31,733.64	6,960.98	13,266.36	70.52

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Fund 207 - LAW ENFORCEMENT FUND								
Expenditures								
Dept 270-LEGAL/PROFESSIONAL								
207-270-722	CONTROLLER	7,007.39	7,203.00	7,203.00	5,774.66	787.90	1,428.34	80.17
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	41,187.60	4,887.60	(1,187.60)	102.97
Total Dept 270-LEGAL/PROFESSIONAL		49,857.39	49,453.00	49,453.00	49,212.26	5,675.50	240.74	99.51
Dept 301-OPERATING COSTS								
207-301-727	SUPPLIES	4,731.84	5,000.00	5,000.00	5,779.53	64.47	(779.53)	115.59
207-301-807	MEMBERSHIP DUES	745.00	1,000.00	1,000.00	635.75	35.75	364.25	63.58
207-301-818	CONTRACTUAL SERVICES	18,272.91	18,000.00	18,000.00	10,984.50	0.00	7,015.50	61.03
207-301-820	DISPATCH SERVICES	63,346.92	68,000.00	68,000.00	58,068.01	5,278.91	9,931.99	85.39
207-301-850	COMMUNICATION	14,390.01	20,000.00	20,000.00	13,218.66	186.74	6,781.34	66.09
207-301-851	POSTAGE	206.48	250.00	250.00	105.31	5.00	144.69	42.12
207-301-900	PRINTING & PUBLICATIONS	460.52	500.00	500.00	100.88	0.00	399.12	20.18
207-301-910	INSURANCE & BONDS	28,267.00	28,870.00	28,870.00	32,882.00	0.00	(4,012.00)	113.90
207-301-930	REPAIRS & MAINTENANCE	1,976.95	4,000.00	4,000.00	2,407.87	603.36	1,592.13	60.20
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	1,096.88	0.00	(1,096.88)	100.00
207-301-940	RENTAL EQUIPMENT	1,378.92	3,000.00	3,000.00	2,608.35	217.38	391.65	86.95
Total Dept 301-OPERATING COSTS		136,699.68	149,720.00	149,720.00	127,887.74	6,391.61	21,832.26	85.42
Dept 333-TRANSPORTATION								
207-333-860	FUEL & MILEAGE	17,347.27	16,000.00	16,000.00	20,028.55	3,168.44	(4,028.55)	125.18
207-333-930	REPAIRS & MAINTENANCE	13,793.35	11,000.00	11,000.00	10,039.21	3,478.03	960.79	91.27
Total Dept 333-TRANSPORTATION		31,140.62	27,000.00	27,000.00	30,067.76	6,646.47	(3,067.76)	111.36
Dept 905-DEBT SERVICE								
207-905-985	PSB SHARE OF BOND PMT	87,821.98	84,696.00	84,696.00	84,695.26	0.00	0.74	100.00
Total Dept 905-DEBT SERVICE		87,821.98	84,696.00	84,696.00	84,695.26	0.00	0.74	100.00
TOTAL EXPENDITURES		1,478,414.63	1,577,902.00	1,580,048.00	1,549,861.27	151,527.65	30,186.73	98.09
Fund 207 - LAW ENFORCEMENT FUND:								
TOTAL REVENUES		1,523,009.36	1,598,906.00	1,598,906.00	1,571,338.66	6,100.66	27,567.34	98.28
TOTAL EXPENDITURES		1,478,414.63	1,577,902.00	1,580,048.00	1,549,861.27	151,527.65	30,186.73	98.09
NET OF REVENUES & EXPENDITURES		44,594.73	21,004.00	18,858.00	21,477.39	(145,426.99)	(2,619.39)	113.89
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	521,603.26			

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17		YTD BALANCE 06/30/2017	ACTIVITY FOR MONTH 06/30/17	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	2016-17 AMENDED BUDGET				
Fund 216 - MEDICAL RESCUE FUND								
Revenues								
Dept 000								
216-000-402	CURRENT PROPERTY TAX	632,873.80	634,062.00	634,062.00	632,391.38	0.00	1,670.62	99.74
216-000-445	PENALTY & INTEREST ON TAXES	219.54	200.00	200.00	203.12	0.00	(3.12)	101.56
216-000-482	HOUSE NUMBERS	240.00	300.00	300.00	560.00	0.00	(260.00)	186.67
216-000-588	CONTRIBUTION OTHER FUND(S)	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	0.00	100.00
216-000-590	GRANT INCOME	0.00	0.00	306,800.00	284,357.00	36,535.00	22,443.00	92.68
216-000-626	COPY & FOIA INCOME	31.00	50.00	50.00	29.00	0.00	21.00	58.00
216-000-635	EMERGENCY COST RECOVERY	16,190.48	10,000.00	20,000.00	19,249.20	1,091.24	750.80	96.25
216-000-639	DRIVEWAY INSPECTIONS	680.00	600.00	600.00	590.00	0.00	10.00	98.33
216-000-671	REIMBURSEMENT/OTHER INCOME	7,295.76	2,000.00	2,000.00	1,282.00	1,282.00	718.00	64.10
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
216-000-684	CELL TOWER INCOME	0.00	0.00	0.00	8,400.00	0.00	(8,400.00)	100.00
Total Dept 000		682,939.69	724,212.00	1,041,012.00	972,261.70	63,908.24	68,750.30	93.40
Dept 336-CONTRIBUTIONS								
216-336-683	CONTRIBUTION - INDEPENDENCE D	1,000.00	1,000.00	1,000.00	1,000.00	0.00	0.00	100.00
Total Dept 336-CONTRIBUTIONS		1,000.00	1,000.00	1,000.00	1,000.00	0.00	0.00	100.00
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	1,292,012.00	1,223,261.70	63,908.24	68,750.30	94.68
Expenditures								
Dept 226-PERSONNEL								
216-226-701	SALARIES	79,309.88	81,700.00	85,310.00	88,129.51	9,843.45	(2,819.51)	103.31
216-226-702	SALARIES	128,291.02	160,000.00	160,000.00	146,460.52	16,751.25	13,539.48	91.54
216-226-705	ADMINISTRATIVE ASSISTANT	3,998.45	8,000.00	8,000.00	2,340.23	170.85	5,659.77	29.25
216-226-708	SALARIES-PART TIME	38,734.77	60,000.00	60,000.00	43,823.75	3,188.04	16,176.25	73.04
216-226-712	SALARIES - OFFICERS	8,500.00	12,000.00	12,000.00	7,175.00	0.00	4,825.00	59.79
216-226-715	SOCIAL SECURITY	20,262.02	25,530.00	25,806.00	22,796.55	2,529.54	3,009.45	88.34
216-226-716	HOSPITALIZATION	23,991.48	26,720.00	26,720.00	24,830.85	0.00	1,889.15	92.93
216-226-717	LIFE/DISB. INSURANCE	844.92	945.00	945.00	844.92	70.41	100.08	89.41
216-226-718	PENSION	7,931.00	8,170.00	8,531.00	8,812.58	984.30	(281.58)	103.30
216-226-730	MEDICAL TESTING	949.00	3,500.00	3,500.00	885.32	347.32	2,614.68	25.29
216-226-731	WORKERS COMP INSURANCE	10,574.00	16,149.00	16,149.00	14,226.86	0.00	1,922.14	88.10
216-226-927	ALLOCATE TO DEPARTMENTS	(59,072.00)	(61,870.00)	(64,016.00)	(58,732.00)	(14,309.00)	(5,284.00)	91.75
216-226-957	TRAINING & DEVELOPMENT	9,202.22	12,000.00	12,000.00	6,649.49	3,022.15	5,350.51	55.41
216-226-958	TRAINING WAGES	8,053.88	12,000.00	12,000.00	12,864.00	3,435.00	(864.00)	107.20
Total Dept 226-PERSONNEL		281,570.64	364,844.00	366,945.00	321,107.58	26,033.31	45,837.42	87.51
Dept 265-HALL AND GROUNDS								
216-265-816	GROUNDS/CLEANG/JANITORL SERVI	1,140.00	2,000.00	2,000.00	814.24	0.00	1,185.76	40.71
216-265-821	PSB MAINT & OPS ALLOCATION	37,848.00	45,000.00	45,000.00	31,733.65	6,960.98	13,266.35	70.52

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Fund 216 - MEDICAL RESCUE FUND								
Expenditures								
Total Dept 265-HALL AND GROUNDS		38,988.00	47,000.00	47,000.00	32,547.89	6,960.98	14,452.11	69.25
Dept 270-LEGAL/PROFESSIONAL								
216-270-722	CONTROLLER	7,007.29	7,203.00	7,203.00	5,774.66	787.90	1,428.34	80.17
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	8,024.66	787.90	3,428.34	70.07
Dept 301-OPERATING COSTS								
216-301-727	SUPPLIES	8,682.27	8,000.00	8,000.00	7,364.12	1,698.97	635.88	92.05
216-301-741	UNIFORMS/GEAR & ALLOWANCE	7,839.97	10,000.00	15,200.00	3,993.77	535.92	11,206.23	26.27
216-301-807	MEMBERSHIP DUES	1,430.00	1,500.00	1,500.00	1,655.00	0.00	(155.00)	110.33
216-301-818	CONTRACTUAL SERVICES	1,505.02	1,000.00	2,000.00	1,615.77	0.00	384.23	80.79
216-301-820	DISPATCH SERVICES	11,792.76	13,000.00	13,000.00	12,026.04	1,002.17	973.96	92.51
216-301-850	COMMUNICATION	5,745.90	8,000.00	8,000.00	6,307.59	238.47	1,692.41	78.84
216-301-851	POSTAGE	36.55	50.00	50.00	1.40	0.00	48.60	2.80
216-301-900	PRINTING & PUBLICATIONS	0.00	200.00	200.00	145.79	145.79	54.21	72.90
216-301-910	INSURANCE & BONDS	38,928.00	39,712.00	39,712.00	35,649.00	0.00	4,063.00	89.77
216-301-920	UTILITIES	7,317.81	10,000.00	5,500.00	4,951.28	0.00	548.72	90.02
216-301-929	GRANT EXPENSE	0.00	0.00	301,600.00	296,374.20	40,594.20	5,225.80	98.27
216-301-930	REPAIRS & MAINTENANCE	4,219.01	5,000.00	8,000.00	6,368.16	3,060.00	1,631.84	79.60
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	490.55	0.00	(490.55)	100.00
216-301-972	COMPUTER	3,303.56	3,000.00	4,500.00	3,828.34	0.00	671.66	85.07
Total Dept 301-OPERATING COSTS		94,314.42	101,962.00	409,762.00	380,912.01	47,275.52	28,849.99	92.96
Dept 333-TRANSPORTATION								
216-333-860	FUEL & MILEAGE	7,185.36	10,000.00	10,000.00	8,530.60	618.82	1,469.40	85.31
216-333-930	REPAIRS & MAINTENANCE	24,213.20	30,000.00	30,000.00	25,733.30	5,434.41	4,266.70	85.78
Total Dept 333-TRANSPORTATION		31,398.56	40,000.00	40,000.00	34,263.90	6,053.23	5,736.10	85.66
Dept 900-CAPITAL OUTLAY								
216-900-970	EQUIPMENT	5,908.24	10,000.00	260,000.00	10,483.61	0.00	249,516.39	4.03
216-900-974	VEHICLE	0.00	65,000.00	65,000.00	64,730.30	0.00	269.70	99.59
Total Dept 900-CAPITAL OUTLAY		5,908.24	75,000.00	325,000.00	75,213.91	0.00	249,786.09	23.14
Dept 905-DEBT SERVICE								
216-905-985	PSB SHARE OF BOND PMT	87,821.97	84,696.00	84,696.00	84,695.24	0.00	0.76	100.00
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	84,695.24	0.00	0.76	100.00
TOTAL EXPENDITURES		597,383.77	724,955.00	1,284,856.00	936,765.19	87,110.94	348,090.81	72.91

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Fund 216 - MEDICAL RESCUE FUND								
Fund 216 - MEDICAL RESCUE FUND:								
	TOTAL REVENUES	683,939.69	725,212.00	1,292,012.00	1,223,261.70	63,908.24	68,750.30	94.68
	TOTAL EXPENDITURES	597,383.77	724,955.00	1,284,856.00	936,765.19	87,110.94	348,090.81	72.91
	NET OF REVENUES & EXPENDITURES	86,555.92	257.00	7,156.00	286,496.51	(23,202.70)	(279,340.51)	4,003.58
	BEG. FUND BALANCE	449,205.88	535,761.80	535,761.80	535,761.80			
	END FUND BALANCE	535,761.80	536,018.80	542,917.80	822,258.31			

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17 ORIGINAL BUDGET	2016-17 AMENDED BUDGET	YTD BALANCE 06/30/2017	ACTIVITY FOR MONTH 06/30/17	AVAILABLE BALANCE	% BDGT USED
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	257.02	15.00	242.98	51.40
Total Dept 301-OPERATING COSTS		4,811.68	500.00	500.00	(217.54)	15.00	717.54	(43.51)
TOTAL EXPENDITURES		4,811.68	500.00	500.00	(217.54)	15.00	717.54	(43.51)
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	(217.54)	15.00	717.54	43.51
NET OF REVENUES & EXPENDITURES		(4,811.68)	0.00	0.00	217.54	(15.00)	(217.54)	100.00
BEG. FUND BALANCE		5,162.75	351.07	351.07	351.07			
END FUND BALANCE		351.07	351.07	351.07	568.61			

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17 ORIGINAL BUDGET	2016-17 AMENDED BUDGET	YTD BALANCE 06/30/2017	ACTIVITY FOR MONTH 06/30/17	AVAILABLE BALANCE	% BDGT USED
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
248-301-801	PLANNER FEES	0.00	0.00	10,000.00	5,478.00	5,478.00	4,522.00	54.78
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	16,000.00	5,478.00	5,478.00	10,522.00	34.24
Dept 449-ROAD WORK								
248-449-814	ROAD IMPROVEMENTS	0.00	20,000.00	4,538.00	2,269.00	2,269.00	2,269.00	50.00
Total Dept 449-ROAD WORK		0.00	20,000.00	4,538.00	2,269.00	2,269.00	2,269.00	50.00
Dept 900-CAPITAL OUTLAY								
248-900-925	STREETSCAPING	241.64	5,000.00	5,000.00	3,317.11	467.11	1,682.89	66.34
Total Dept 900-CAPITAL OUTLAY		241.64	5,000.00	5,000.00	3,317.11	467.11	1,682.89	66.34
TOTAL EXPENDITURES		241.64	31,000.00	25,538.00	11,064.11	8,214.11	14,473.89	43.32
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	25,538.00	11,064.11	8,214.11	14,473.89	43.32
NET OF REVENUES & EXPENDITURES		(241.64)	(31,000.00)	(25,538.00)	(11,064.11)	(8,214.11)	(14,473.89)	43.32
BEG. FUND BALANCE		65,965.25	65,723.61	65,723.61	65,723.61			
END FUND BALANCE		65,723.61	34,723.61	40,185.61	54,659.50			

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17 ORIGINAL BUDGET	2016-17 AMENDED BUDGET	YTD BALANCE 06/30/2017	ACTIVITY FOR MONTH 06/30/17	AVAILABLE BALANCE	% BDGT USED
Fund 265 - NARCOTICS FUND								
Revenues								
Dept 000								
265-000-661	FORFEITURES	92,543.00	58,000.00	58,000.00	66,661.00	66,311.00	(8,661.00)	114.93
Total Dept 000		92,543.00	58,000.00	58,000.00	66,661.00	66,311.00	(8,661.00)	114.93
TOTAL REVENUES		92,543.00	58,000.00	58,000.00	66,661.00	66,311.00	(8,661.00)	114.93
Expenditures								
Dept 301-OPERATING COSTS								
265-301-727	SUPPLIES	2,819.48	4,000.00	4,000.00	2,016.56	100.00	1,983.44	50.41
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	2,371.75	0.00	5,628.25	29.65
Total Dept 301-OPERATING COSTS		97,139.62	47,000.00	47,000.00	14,582.64	100.00	32,417.36	31.03
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	15,440.64	100.00	40,559.36	27.57
Fund 265 - NARCOTICS FUND:								
TOTAL REVENUES		92,543.00	58,000.00	58,000.00	66,661.00	66,311.00	(8,661.00)	114.93
TOTAL EXPENDITURES		98,243.29	56,000.00	56,000.00	15,440.64	100.00	40,559.36	27.57
NET OF REVENUES & EXPENDITURES		(5,700.29)	2,000.00	2,000.00	51,220.36	66,211.00	(49,220.36)	2,561.02
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	145,364.50			

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17		YTD BALANCE 06/30/2017	ACTIVITY FOR MONTH 06/30/17	AVAILABLE BALANCE	% BDGT USED
			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	5,232.46	735.85	6,767.54	43.60
266-301-956	MISCELLANEOUS	6,636.25	12,000.00	12,000.00	4,655.50	341.37	7,344.50	38.80
Total Dept 301-OPERATING COSTS		18,789.21	24,000.00	24,000.00	9,887.96	1,077.22	14,112.04	41.20
Dept 336-CONTRIBUTIONS								
266-336-967	CONTRIBUTION-LAW ENFORCEMENT	35,000.00	35,000.00	35,000.00	35,000.00	0.00	0.00	100.00
Total Dept 336-CONTRIBUTIONS		35,000.00	35,000.00	35,000.00	35,000.00	0.00	0.00	100.00
Dept 900-CAPITAL OUTLAY								
266-900-970	EQUIPMENT	162,997.11	85,000.00	85,000.00	33,574.87	9,435.24	51,425.13	39.50
266-900-974	VEHICLE	0.00	125,000.00	125,000.00	101,672.00	0.00	23,328.00	81.34
Total Dept 900-CAPITAL OUTLAY		162,997.11	210,000.00	210,000.00	135,246.87	9,435.24	74,753.13	64.40
TOTAL EXPENDITURES		216,786.32	269,000.00	269,000.00	180,134.83	10,512.46	88,865.17	66.96
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	180,134.83	10,512.46	88,865.17	66.96
NET OF REVENUES & EXPENDITURES		(112,158.58)	(169,000.00)	(169,000.00)	(134,444.36)	(10,512.46)	(34,555.64)	79.55
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	113,309.19			

PERIOD ENDING 06/30/2017

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17 ORIGINAL BUDGET	2016-17 AMENDED BUDGET	YTD BALANCE 06/30/2017	ACTIVITY FOR MONTH 06/30/17	AVAILABLE BALANCE	% BDGT USED
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	8,149.00	1,703.00	(1,189.00)	117.08
287-000-485	BUILDING PERMIT FEES	45,800.15	37,870.00	72,870.00	118,052.00	6,667.00	(45,182.00)	162.00
287-000-486	CONTRACTOR'S REGISTRATION	2,550.00	2,500.00	2,500.00	2,700.00	300.00	(200.00)	108.00
287-000-488	TRADE PERMIT FEES	37,105.00	45,730.00	45,730.00	42,480.00	5,640.00	3,250.00	92.89
287-000-626	COPY & FOIA INCOME	0.00	0.00	0.00	130.09	18.21	(130.09)	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	128,060.00	171,511.09	14,328.21	(43,451.09)	133.93
TOTAL REVENUES		91,008.91	93,060.00	128,060.00	171,511.09	14,328.21	(43,451.09)	133.93
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	38,279.00	9,723.00	(882.00)	102.36
Total Dept 226-PERSONNEL		15,613.00	37,354.00	37,897.00	38,759.00	9,723.00	(862.00)	102.27
Dept 261-GOVERNMENT SHARED SERVICES								
287-261-725	BUILDING INSPECTIONS	41,550.98	17,163.00	27,163.00	22,064.91	3,782.00	5,098.09	81.23
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	35,963.00	22,064.91	3,782.00	13,898.09	61.35
Dept 270-LEGAL/PROFESSIONAL								
287-270-722	CONTROLLER	2,802.95	2,881.00	2,881.00	2,309.86	315.16	571.14	80.18
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	1,000.00	778.50	0.00	221.50	77.85
Total Dept 270-LEGAL/PROFESSIONAL		4,512.95	3,781.00	4,781.00	3,988.36	315.16	792.64	83.42
Dept 301-OPERATING COSTS								
287-301-725	ELECTRIC, PLUMB & MECH INSPEC	8,595.00	23,994.00	23,994.00	19,710.00	2,475.00	4,284.00	82.15
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	450.00	439.88	39.99	10.12	97.75
287-301-910	INSURANCE & BONDS	0.00	600.00	600.00	600.00	0.00	0.00	100.00
287-301-927	ALLOCATE TO DEPARTMENTS	0.00	4,070.00	4,070.00	2,329.00	1,152.00	1,741.00	57.22
Total Dept 301-OPERATING COSTS		9,848.72	59,524.00	59,614.00	23,120.59	3,666.99	36,493.41	38.78
TOTAL EXPENDITURES		71,525.65	126,622.00	138,255.00	87,932.86	17,487.15	50,322.14	63.60
Fund 287 - BUILDING DEPARTMENT FUND:								
TOTAL REVENUES		91,008.91	93,060.00	128,060.00	171,511.09	14,328.21	(43,451.09)	133.93

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PERIOD ENDING 06/30/2017

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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	06/30/2017	MONTH 06/30/17	BALANCE	USED
Fund 287 - BUILDING DEPARTMENT FUND								
TOTAL EXPENDITURES		71,525.65	126,622.00	138,255.00	87,932.86	17,487.15	50,322.14	63.60
NET OF REVENUES & EXPENDITURES		19,483.26	(33,562.00)	(10,195.00)	83,578.23	(3,158.94)	(93,773.23)	819.80
BEG. FUND BALANCE		79,862.25	99,345.51	99,345.51	99,345.51			
END FUND BALANCE		99,345.51	65,783.51	89,150.51	182,923.74			

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

PERIOD ENDING 06/30/2017

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17 ORIGINAL BUDGET	2016-17 AMENDED BUDGET	YTD BALANCE 06/30/2017	ACTIVITY FOR MONTH 06/30/17	AVAILABLE BALANCE	% BDGT USED
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	254,085.76	0.00	1.24	100.00
Total Dept 000		263,465.93	254,087.00	254,087.00	254,085.76	0.00	1.24	100.00
TOTAL REVENUES		263,465.93	254,087.00	254,087.00	254,085.76	0.00	1.24	100.00
Expenditures								
Dept 905-DEBT SERVICE								
369-905-942	3 M BOND BLDG AUTH	219,518.00	215,297.00	215,297.00	215,296.50	0.00	0.50	100.00
369-905-987	INTEREST 3 M BOND	43,947.93	38,790.00	38,790.00	38,789.26	0.00	0.74	100.00
Total Dept 905-DEBT SERVICE		263,465.93	254,087.00	254,087.00	254,085.76	0.00	1.24	100.00
TOTAL EXPENDITURES		263,465.93	254,087.00	254,087.00	254,085.76	0.00	1.24	100.00
Fund 369 - BLDG AUTH DEBT FUND:								
TOTAL REVENUES		263,465.93	254,087.00	254,087.00	254,085.76	0.00	1.24	100.00
TOTAL EXPENDITURES		263,465.93	254,087.00	254,087.00	254,085.76	0.00	1.24	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00	0.00
BEG. FUND BALANCE								
END FUND BALANCE								

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17 ORIGINAL BUDGET	2016-17 AMENDED BUDGET	YTD BALANCE 06/30/2017	ACTIVITY FOR MONTH 06/30/17	AVAILABLE BALANCE	% BDGT USED
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	264,427.70	0.00	707.30	99.73
370-000-445	PENALTY & INTEREST ON TAXES	101.00	0.00	0.00	88.51	0.00	(88.51)	100.00
370-000-588	CONTRIBUTION OTHER FUND(S)	113,546.00	134,968.00	134,968.00	95,199.67	20,882.67	39,768.33	70.53
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	359,715.88	20,882.67	40,387.12	89.91
TOTAL REVENUES		389,149.36	400,103.00	400,103.00	359,715.88	20,882.67	40,387.12	89.91
Expenditures								
Dept 301-OPERATING COSTS								
370-301-727	SUPPLIES	924.87	1,200.00	1,200.00	1,057.18	250.50	142.82	88.10
370-301-816	GROUNDS/CLEANG/JANITORL SERVI	10,190.00	11,500.00	11,500.00	7,526.87	0.00	3,973.13	65.45
370-301-818	CONTRACTUAL SERVICES	8,866.93	10,200.00	10,200.00	6,727.90	0.00	3,472.10	65.96
370-301-850	COMMUNICATION	4,161.67	4,860.00	4,860.00	5,736.34	398.39	(876.34)	118.03
370-301-910	INSURANCE & BONDS	7,046.00	7,208.00	7,208.00	7,462.00	0.00	(254.00)	103.52
370-301-920	UTILITIES	61,907.13	68,000.00	68,000.00	56,783.35	2,056.71	11,216.65	83.50
370-301-930	REPAIRS & MAINTENANCE	26,302.82	30,000.00	30,000.00	14,423.42	2,024.91	15,576.58	48.08
370-301-938	CHARGEBACKS - PRIOR TAX YEARS	412.57	2,000.00	2,000.00	213.12	0.00	1,786.88	10.66
Total Dept 301-OPERATING COSTS		119,811.99	134,968.00	134,968.00	99,930.18	4,730.51	35,037.82	74.04
Dept 905-DEBT SERVICE								
370-905-945	3.8 M PSB BOND	235,000.00	230,000.00	230,000.00	230,000.00	0.00	0.00	100.00
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	35,164.00	35,164.15	0.00	(0.15)	100.00
Total Dept 905-DEBT SERVICE		275,625.32	265,135.00	265,164.00	265,164.15	0.00	(0.15)	100.00
TOTAL EXPENDITURES		395,437.31	400,103.00	400,132.00	365,094.33	4,730.51	35,037.67	91.24
Fund 370 - PUBLIC SAFETY BLDG DEBT FD:								
TOTAL REVENUES		389,149.36	400,103.00	400,103.00	359,715.88	20,882.67	40,387.12	89.91
TOTAL EXPENDITURES		395,437.31	400,103.00	400,132.00	365,094.33	4,730.51	35,037.67	91.24
NET OF REVENUES & EXPENDITURES		(6,287.95)	0.00	(29.00)	(5,378.45)	16,152.16	5,349.45	18,546.38
BEG. FUND BALANCE		13,210.29	6,922.34	6,922.34	6,922.34			
END FUND BALANCE		6,922.34	6,922.34	6,893.34	1,543.89			

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17 ORIGINAL BUDGET	2016-17 AMENDED BUDGET	YTD BALANCE 06/30/2017	ACTIVITY FOR MONTH 06/30/17	AVAILABLE BALANCE	% BDGT USED
Fund 571 - WASTEWATER TREATMENT FUND								
Revenues								
Dept 000								
571-000-445	PENALTY & INTEREST ON TAXES	15.33	0.00	0.00	5.06	0.00	(5.06)	100.00
571-000-500	TAP-IN FEES	25,560.00	0.00	0.00	28,400.00	7,100.00	(28,400.00)	100.00
571-000-651	USAGE FEES	1,345,563.57	1,365,000.00	1,365,000.00	1,132,509.50	6,251.14	232,490.50	82.97
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	5,584.29	150.07	(3,784.29)	310.24
571-000-672	SAD INTEREST	63.76	55.00	55.00	54.68	0.00	0.32	99.42
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	1,167,330.11	13,501.21	201,024.89	85.31
TOTAL REVENUES		1,384,698.84	1,368,355.00	1,368,355.00	1,167,330.11	13,501.21	201,024.89	85.31
Expenditures								
Dept 226-PERSONNEL								
571-226-701	SALARIES	65,499.98	65,500.00	65,500.00	75,252.33	7,269.24	(9,752.33)	114.89
571-226-702	SALARIES	197,156.09	199,624.00	199,624.00	201,352.80	20,792.73	(1,728.80)	100.87
571-226-711	SALARIES-OVERTIME	2,308.45	18,000.00	18,000.00	5,578.67	1,131.50	12,421.33	30.99
571-226-715	SOCIAL SECURITY	20,279.39	21,660.00	21,660.00	21,444.66	2,231.59	215.34	99.01
571-226-716	HOSPITALIZATION	98,532.49	108,900.00	108,900.00	96,147.06	4,695.42	12,752.94	88.29
571-226-717	LIFE/DISB. INSURANCE	3,021.24	3,175.00	3,175.00	2,929.05	275.04	245.95	92.25
571-226-718	PENSION	24,684.45	25,417.00	25,417.00	25,198.50	2,310.82	218.50	99.14
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	5,898.70	0.00	851.30	87.39
571-226-957	TRAINING & DEVELOPMENT	670.00	3,500.00	3,500.00	630.00	0.00	2,870.00	18.00
Total Dept 226-PERSONNEL		417,438.59	452,526.00	452,526.00	434,431.77	38,706.34	18,094.23	96.00
Dept 270-LEGAL/PROFESSIONAL								
571-270-722	CONTROLLER	19,620.65	20,170.00	20,170.00	16,169.02	2,206.12	4,000.98	80.16
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	12,079.32	3,225.72	17,920.68	40.26
Total Dept 270-LEGAL/PROFESSIONAL		70,054.72	56,970.00	56,970.00	34,548.34	5,431.84	22,421.66	60.64
Dept 301-OPERATING COSTS								
571-301-727	SUPPLIES	1,987.86	2,500.00	2,500.00	1,562.79	143.81	937.21	62.51
571-301-740	OPERATING SUPPLIES	45,464.92	55,000.00	55,000.00	44,683.46	3,373.97	10,316.54	81.24
571-301-741	UNIFORMS/GEAR & ALLOWANCE	1,178.22	2,500.00	2,500.00	2,413.26	1,217.78	86.74	96.53
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	3,874.00	44.00	3,126.00	55.34
571-301-819	COLLECTION SYS ANNUAL MAINT	32,556.06	55,000.00	55,000.00	34,438.90	9,634.50	20,561.10	62.62
571-301-825	SEWER ADMINISTRATION FEES	37,500.00	37,500.00	37,500.00	37,500.00	0.00	0.00	100.00
571-301-850	COMMUNICATION	5,700.71	6,000.00	6,000.00	4,945.81	679.93	1,054.19	82.43
571-301-851	POSTAGE	2,442.09	2,500.00	2,500.00	3,570.32	0.00	(1,070.32)	142.81
571-301-900	PRINTING & PUBLICATIONS	19.38	200.00	200.00	15.00	0.00	185.00	7.50
571-301-910	INSURANCE & BONDS	21,112.00	21,598.00	21,598.00	24,272.00	0.00	(2,674.00)	112.38
571-301-920	UTILITIES	93,615.58	100,000.00	100,000.00	97,877.63	4,877.55	2,122.37	97.88
571-301-930	REPAIRS & MAINTENANCE	45,288.40	110,000.00	110,000.00	71,133.71	5,052.69	38,866.29	64.67
571-301-940	RENTAL EQUIPMENT	828.00	750.00	750.00	1,246.80	131.23	(496.80)	166.24
571-301-950	LAND LEASING	257.75	260.00	260.00	0.00	0.00	260.00	0.00

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

PERIOD ENDING 06/30/2017

% Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17 ORIGINAL BUDGET	2016-17 AMENDED BUDGET	YTD BALANCE 06/30/2017	ACTIVITY FOR MONTH 06/30/17	AVAILABLE BALANCE	% BDGT USED
Fund 571 - WASTEWATER TREATMENT FUND								
Expenditures								
571-301-968	DEPRECIATION EXPENSE	255,587.15	255,461.00	255,461.00	255,461.00	255,461.00	0.00	100.00
Total Dept 301-OPERATING COSTS		548,788.12	657,269.00	657,269.00	582,994.68	280,616.46	74,274.32	88.70
Dept 333-TRANSPORTATION								
571-333-860	FUEL & MILEAGE	4,768.10	7,000.00	7,000.00	4,022.38	0.00	2,977.62	57.46
571-333-930	REPAIRS & MAINTENANCE	430.88	1,500.00	1,500.00	153.84	0.00	1,346.16	10.26
Total Dept 333-TRANSPORTATION		5,198.98	8,500.00	8,500.00	4,176.22	0.00	4,323.78	49.13
Dept 528-O & M - BOND & INTEREST								
571-528-954	AGENT FEES	648.14	700.00	700.00	648.13	0.00	51.87	92.59
571-528-989	INTEREST 1992 BOND	13,938.76	12,240.00	12,240.00	12,238.76	0.00	1.24	99.99
571-528-995	DEBT SERVICE - INTEREST	24,758.38	10,370.00	10,370.00	10,370.00	0.00	0.00	100.00
Total Dept 528-O & M - BOND & INTEREST		39,345.28	23,310.00	23,310.00	23,256.89	0.00	53.11	99.77
Dept 900-CAPITAL OUTLAY								
571-900-970	EQUIPMENT	0.00	90,000.00	90,000.00	59,654.00	23,000.00	30,346.00	66.28
Total Dept 900-CAPITAL OUTLAY		0.00	90,000.00	90,000.00	59,654.00	23,000.00	30,346.00	66.28
TOTAL EXPENDITURES		1,080,825.69	1,288,575.00	1,288,575.00	1,139,061.90	347,754.64	149,513.10	88.40
Fund 571 - WASTEWATER TREATMENT FUND:								
TOTAL REVENUES		1,384,698.84	1,368,355.00	1,368,355.00	1,167,330.11	13,501.21	201,024.89	85.31
TOTAL EXPENDITURES		1,080,825.69	1,288,575.00	1,288,575.00	1,139,061.90	347,754.64	149,513.10	88.40
NET OF REVENUES & EXPENDITURES		303,873.15	79,780.00	79,780.00	28,268.21	(334,253.43)	51,511.79	35.43
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	6,580,969.92			

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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	7,254.80	0.00	695.20	91.26
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	7,352.55	0.00	747.45	90.77
TOTAL REVENUES		9,782.53	8,100.00	8,100.00	7,352.55	0.00	747.45	90.77
Expenditures								
Dept 301-OPERATING COSTS								
815-301-968	DEPRECIATION EXPENSE	17,519.00	17,519.00	17,519.00	17,519.00	17,519.00	0.00	100.00
Total Dept 301-OPERATING COSTS		17,519.00	17,519.00	17,519.00	17,519.00	17,519.00	0.00	100.00
Dept 905-DEBT SERVICE								
815-905-995	DEBT SERVICE - INTEREST	8,101.94	7,153.00	7,153.00	7,153.24	0.00	(0.24)	100.00
Total Dept 905-DEBT SERVICE		8,101.94	7,153.00	7,153.00	7,153.24	0.00	(0.24)	100.00
TOTAL EXPENDITURES		25,620.94	24,672.00	24,672.00	24,672.24	17,519.00	(0.24)	100.00
Fund 815 - DIST # 5 SEVEN MILE SEWER:								
TOTAL REVENUES		9,782.53	8,100.00	8,100.00	7,352.55	0.00	747.45	90.77
TOTAL EXPENDITURES		25,620.94	24,672.00	24,672.00	24,672.24	17,519.00	(0.24)	100.00
NET OF REVENUES & EXPENDITURES		(15,838.41)	(16,572.00)	(16,572.00)	(17,319.69)	(17,519.00)	747.69	104.51
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	564,668.64			

User: YVETTE
DB: Northfield

PERIOD ENDING 06/30/2017
% Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17 ORIGINAL BUDGET	2016-17 AMENDED BUDGET	YTD BALANCE 06/30/2017	ACTIVITY FOR MONTH 06/30/17	AVAILABLE BALANCE	% BDGT USED
Fund 825 - WHITMORE LAKE SEWER DISTRICT								
Revenues								
Dept 000								
825-000-445	PENALTY & INTEREST ON TAXES	14.86	0.00	0.00	55.90	0.00	(55.90)	100.00
825-000-668	BOND PROCEEDS	800,000.00	0.00	0.00	0.00	0.00	0.00	0.00
825-000-672	SAD INTEREST	0.00	0.00	38,000.00	38,000.02	0.00	(0.02)	100.00
Total Dept 000		800,014.86	0.00	38,000.00	38,055.92	0.00	(55.92)	100.15
TOTAL REVENUES		800,014.86	0.00	38,000.00	38,055.92	0.00	(55.92)	100.15
Expenditures								
Dept 301-OPERATING COSTS								
825-301-968	DEPRECIATION EXPENSE	0.00	0.00	12,000.00	12,000.00	12,000.00	0.00	100.00
Total Dept 301-OPERATING COSTS		0.00	0.00	12,000.00	12,000.00	12,000.00	0.00	100.00
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
825-905-954	AGENT FEES	0.00	0.00	500.00	500.00	0.00	0.00	100.00
825-905-986	INTEREST EXPENSE - WL SAD BON	0.00	0.00	26,140.00	26,137.03	0.00	2.97	99.99
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	26,640.00	26,637.03	0.00	2.97	99.99
TOTAL EXPENDITURES		43,526.83	0.00	38,640.00	38,637.03	12,000.00	2.97	99.99
Fund 825 - WHITMORE LAKE SEWER DISTRICT:								
TOTAL REVENUES		800,014.86	0.00	38,000.00	38,055.92	0.00	(55.92)	100.15
TOTAL EXPENDITURES		43,526.83	0.00	38,640.00	38,637.03	12,000.00	2.97	99.99
NET OF REVENUES & EXPENDITURES		756,488.03	0.00	(640.00)	(581.11)	(12,000.00)	(58.89)	90.80
BEG. FUND BALANCE			756,488.03	756,488.03	756,488.03			
END FUND BALANCE		756,488.03	756,488.03	755,848.03	755,906.92			

PERIOD ENDING 06/30/2017
% Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17 ORIGINAL BUDGET	2016-17 AMENDED BUDGET	YTD BALANCE 06/30/2017	ACTIVITY FOR MONTH 06/30/17	AVAILABLE BALANCE	% BDGT USED
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	27,259.06	0.00	637.94	97.71
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	27,742.39	0.00	904.61	96.84
TOTAL REVENUES		41,343.02	28,647.00	28,647.00	27,742.39	0.00	904.61	96.84
Expenditures								
Dept 301-OPERATING COSTS								
890-301-968	DEPRECIATION EXPENSE	74,187.00	74,187.00	74,187.00	74,187.00	74,187.00	0.00	100.00
Total Dept 301-OPERATING COSTS		74,187.00	74,187.00	74,187.00	74,187.00	74,187.00	0.00	100.00
Dept 905-DEBT SERVICE								
890-905-954	AGENT FEES	414.36	450.00	450.00	414.37	0.00	35.63	92.08
890-905-998	INTEREST NT BOND	15,829.12	6,630.00	6,630.00	6,630.00	0.00	0.00	100.00
Total Dept 905-DEBT SERVICE		16,243.48	7,080.00	7,080.00	7,044.37	0.00	35.63	99.50
TOTAL EXPENDITURES		90,430.48	81,267.00	81,267.00	81,231.37	74,187.00	35.63	99.96
Fund 890 - N.T. SEWER DISTRICT:								
TOTAL REVENUES		41,343.02	28,647.00	28,647.00	27,742.39	0.00	904.61	96.84
TOTAL EXPENDITURES		90,430.48	81,267.00	81,267.00	81,231.37	74,187.00	35.63	99.96
NET OF REVENUES & EXPENDITURES		(49,087.46)	(52,620.00)	(52,620.00)	(53,488.98)	(74,187.00)	868.98	101.65
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	2,878,270.46			
TOTAL REVENUES - ALL FUNDS		6,682,083.80	5,912,445.00	6,564,245.00	6,217,994.42	324,968.92	346,250.58	94.73
TOTAL EXPENDITURES - ALL FUNDS		5,611,878.73	6,111,088.00	7,468,126.00	6,596,400.32	883,632.32	871,725.68	88.33
NET OF REVENUES & EXPENDITURES		1,070,205.07	(198,643.00)	(903,881.00)	(378,405.90)	(558,663.40)	(525,475.10)	41.86
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	13,072,683.05	13,598,158.15			

Supervisor's Report

From: Marlene Chockley

Date: July 11, 2017

Dear Board of Trustees,

The agenda continues to be quite full. As you prepare by reading the packet, please call or email me to ask your questions ahead of the meeting so they can be addressed. This will help to shorten the meetings. Thank you.

Non-Motorized Path

The Non-Motorized Path is nearing completion. We have received many positive comments about it and homeowners are already using it. The clean-up work is in process. There have been a couple of unexpected challenges, but they have or are being addressed. I have been told that the workmanship is of high quality.

6 Mile Road Culvert Replacement

The final paperwork has been submitted and we are waiting on the bids and a start date.

Wastewater Flow Monitoring by TetraTech

Engineer Brian Rubel presented some preliminary data to Dan Willis and me last week. The opportunity to study high flows has ended. I have asked him to present the findings at an upcoming meeting—most likely July 25. He is also preparing a proposal for the rate study needed as we look at our connection fees and monthly rates for wastewater treatment services. It is imperative that we develop a sewer service policy that will allow us to manage the commitments that we currently have and those identified in the master plan. With the Board's approval, I would like to have a work session on policy recommendations and adopt a plan before summer's end.

Downtown Strategic Plan

By the time of the board meeting, McKenna's Paul Lippens will have presented some preliminary concepts and taken public input at an Ice Cream Social and Meet and Greet held at 75 Barker Road (the Old Township Hall) from 2 to 4 PM on Saturday, July 8. Many thanks to DDA President Barb Griffith for providing the ice cream for this event. The Downtown Strategic Plan will identify some implementation steps to help revitalize downtown Whitmore Lake. The on-line survey will be available for a few more days at: <https://www.surveymonkey.com/r/whitmore-lake-preference-survey>. Be sure to provide your input.

Building and Grounds – Management and Maintenance

The Downtown Development Authority and the Downtown Planning Group discussed Kiwanis's offer to build a pavilion and they suggest that it be placed as identified in the synthesis plan for the North Village. We also have an offer of grills from Polly's Market which would entail containers for coals if this

is accepted. The area needs porta-johns, picnic tables, benches, trash receptacles and signage to indicate hours of use. Additionally, there will be a need for someone to maintain the cleanliness of the area. We need a park use policy and I suggest that a subset of the Parks and Rec Board and the Downtown Planning Group work together to offer a plan.

Planning and Zoning Department Activity

A new report is included in this packet to provide information on zoning compliance applications. When an application has been denied, many times board members are contacted by the applicant and receive only partial information. To ensure that the board understands the reason for the denial, the response letters for those denials will accompany the report.

As residents and businesses look to buy, sell, or improve their properties, they have questions that could be answered easily and save them time and money. Many times people have ideas for what they would like to do, but the parcel they are looking at is not zoned for that and wading through the ordinance can be a daunting task for someone with no prior exposure. Even then, it can be challenging.

I propose that we try a speed question and answer open house (sort of like speed dating) and have staff available to answer those preliminary questions to help people understand the process and get them moving in the right direction as they begin their projects. While stopping into the office is also an option and can work for many questions, having our planner and zoning administrator actually on hand may give people the knowledge they need to begin to realize their ideas without committing them to the cost of an actual application first.

Code Enforcement

I have included Code Enforcement Officer Mike Rankin's report so you can see what issues he has been handling. He will be working with our building official, Kurt Weiland, in the near future for training on addressing building violations. A future discussion will be how to address the numerous site plan violations in the township.

Thank you for your consideration.



Marlene Chockley

**Northfield Township
Police Department**

Memo

To: Township Board of Trustees

From: Bill Wagner

cc:

Date: July 11, 2017

Re: Hiring of Department Intern Brendan Daoust

I would like the approval to hire Brendan Daoust as an unpaid department intern. Brendan is a Township resident and Whitmore Lake High School graduate studying Criminal Justice at Michigan State University.

Brendan will participate in all areas of the department including Dispatch, Administration and officer ride-alongs.

**Northfield Township
Police Department**

Memo

To: Township Board of Trustees

From: Bill Wagner

cc:

Date: July 11, 2017

Re: Paying Police reserves at reimbursable events

Currently our reserves are unpaid volunteers. I would like approval pay the reserve officers for events that we are reimbursed for such as German Park and Pond Hockey. This will make it a little easier to staff these events.

I am requesting paying them \$14.00 per hour.

**Northfield Township
Fire Department**

Memo

To: Township Board of Trustees
From: Bill Wagner
cc:
Date: July 11, 2017
Re: Hiring of Paid on Call Assistant Chief Steve Lowe

I am requesting approval to hire Steven Lowe as a Paid on Call Assistant.

Steven Lowe has over 30 years of fire experience in Washtenaw County recently retiring from the City of Ann Arbor Fire Department as an Assistant Chief there. He is a highly respected fire fighter in the County.

Steven will be an excellent daytime resource that is much needed in our department.

For full disclosure Steve is a very close friend of mine and is who got me started in the fire service.

Steve is graduate of Whitmore Lake High School and lives just outside the Township on N Territorial.

Steve will be third in command under Deputy Chief Bishop.

Hiring will be contingent on physical and background check.

**Northfield Township
Fire Department**

Memo

To: Township Board of Trustees

From: Bill Wagner

cc:

Date: July 11, 2017

Re: Fire Truck purchase

I am requesting approval to purchase of a Smeal Fire Apparatus for the total amount of \$477,789.72.

I sent the specification out to 4 total fire truck manufacturers. Smeal was the only company to send a bid back to us. I have been working on this truck for over 2 years and have talked with multiple manufacturers and Smeal was the best company that I could find to build the truck we are looking for at close to the budget that we have. All the others I have spoken to were well over \$500,000. One of the 4 companies did send a letter back declining to bid.

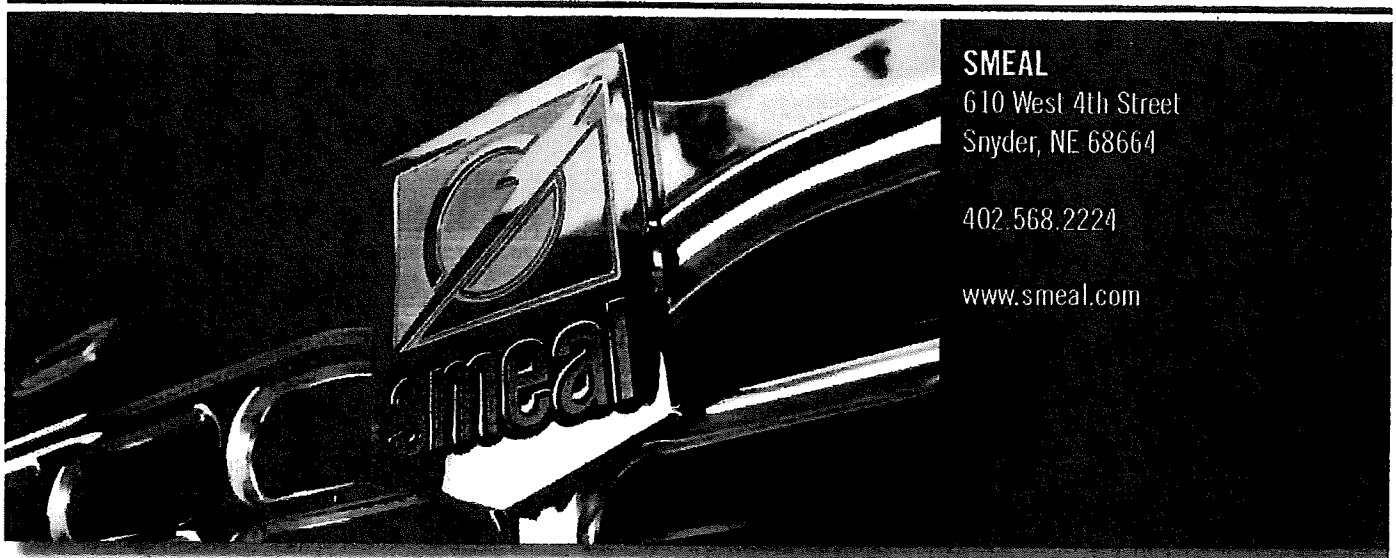
The bid proposal is attached and has been reviewed by Mr. Burns's office. There is also a 300+ page truck build specification if anyone is interested in seeing the actual bid spec.

We expect the truck to be complete in about 1 year. This is a custom built truck.

BID PROPOSAL

Northfield Township Fire Department

8350 Main Street
Whitmore Lake, MI 48189



SMEAL
610 West 4th Street
Snyder, NE 68664

402.568.2224

www.smeal.com

WE BUILD RESPECT.



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FRANCHISE

William Wagner Jr.
Northfield Township Fire Department
8350 Main Street
Whitmore Lake, MI 48189

6/26/2017

Dear William Wagner Jr.,

We are pleased to offer the attached proposal package. We would like to thank you for the opportunity for allowing us to supply you with this information.

As you may already be aware, Smeal Fire apparatus Co. has been in business since 1964 developing, designing and manufacturing the highest quality aerals, platforms and pumper apparatus on the market today. We have a proven track record in many communities ranging from the small run volunteers to the high run large municipalities. Our apparatus are built with pride and integrity every day. Effective 1/1/17, Smeal Fire Apparatus Co. was acquired by Spartan Motors USA, Inc. Spartan is an industry leader in Emergency Response, and we expect the combined company to continue to meet and exceed your quality and service expectations.

We can assure that you will be pleased with not only the end product but the process involved from start to finish in the manufacturing of your apparatus.

Please call me at 248-697-8002 or e-mail me at al@rrfiretruck.com if I can be of assistance.

Sincerely,

A handwritten signature in black ink that reads 'Al D'Agostino'.

R and R Fire Truck Repair, Inc.

Al D'Agostino



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Date: 6/26/2017

**TO: Northfield Township Fire Department
8350 Main Street, Whitmore Lake, MI 48189**

Dear Sirs:

We hereby propose and agree to furnish, after your acceptance of this proposal and the proper execution and approval of award of bid, the following apparatus and equipment:

2018 Smeal-Spartan (Metro Star) 2500 Gallon Pumper-Tanker, Cummins ISL-9 450 Hp. Engine, Allison EVS-3000 6-Speed Transmission, Waterous 1500 GPM Pump, Duo-Safety Ladders, 2500 Drop Tank, 3/16" Aluminum Body, Whelen LED Lighting.

For the sum of: Four Hundred Eighty Four Thousand Two Hundred Ninety Four Dollars

Dollars \$ 484,294.72

All of which are to be built in accordance with the Smeal proposed specifications attached, and which are made a part of this proposal agreement, to deliver same 360-390 calendar days after date of receipt and approval of all submitted documents affiliated with order placement with Smeal Holding, LLC, properly executed, subject to all causes beyond our control.

If Buyer agrees to pay the Chassis portion of the build when the Chassis arrives at Smeal Fire Apparatus Co., Smeal will deduct the Chassis interest amount from the final bid total. (\$6,505.00). (Chassis Price \$216,819) The final balance is due at the factory after completion of the Final Inspection.

The amount named in this proposal shall remain firm for a period of 60 days from the date of same. State and local taxes, if any, are not included in the above figure. Any and all additional applicable taxes are to be paid by customer upon registration and licensing of vehicle. It is understood by both the Seller and the Buyer that *Change Orders* executed after contract acceptance may delay delivery. It is understood by both the Buyer and the Seller that *Change Orders* executed after contract acceptance may increase or decrease the price. The purchase price herein is based upon all applicable state and federal manufacturing law, regulations, orders, mandates and standards in effect as of the date of this Agreement (hereinafter "Standards") such as, for example, the Standards mandated by the National Fire Protection Association, tentative interim amendments to the National Fire Protection Association Standard, Underwriters Laboratories of Canada, and the Environmental Protection Agency. The purchase price shall be subject to increase due to any state or federal Standards that are adopted, issued or mandated following the

By: Al D'Agostino, 248-697-8002

<http://www.smeal.com/>

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date of this Agreement that require the apparatus(es) described above to be manufactured and/or delivered in compliance with such Standard(s).

This Proposal Document, in order to be effective and binding upon Seller must be signed and accepted by an authorized officer of Seller. The effective date of this Proposal Document will be the date it is signed and accepted by the Seller.

Performance Bond Required:

X Performance Bond NOT required.

 Performance Bond Required - Performance Bond (Surety Bond) will cover a one year warranty period only and will not cover extended warranties offered by seller or other component manufacturer.

All checks must be made payable to Smeal Holding, LLC only and delivered to Seller at its offices. Under no circumstances shall payment be made to a dealer or anyone else as Seller's agent. Smeal Holding, LLC is the only authorized payee. Any representation that payment is to be made to any other party is absolutely unauthorized.

Official ownership documents shall remain property of the seller until the purchase price is paid in full. Upon receipt of payment, ownership documents shall be forwarded to purchaser.

Respectfully submitted,

We agree to accept the above proposal:

x Al D'Agostino

x _____

SMEAL HOLDING, LLC

C/O: R and R Fire Truck Repair, Inc.

C/O: Al D'Agostino

(Printed Name)

Date: 06-26-2017 (mmddyy)

Date: _____ (mmddyy)



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SALES CONTRACT

(Standard)

This Sales Contract is made and entered into by and between Smeal Holding, LLC (Smeal), a wholly owned subsidiary of Spartan Motors USA, Inc., Seller and Northfield Township Fire Department, Buyer.

PRODUCT DESCRIPTION:

2018 Smeal-Spartan (Metro Star) 2500 Gallon Pumper-Tanker, Cummins ISL-9 450 Hp. Engine, Allison EVS-3000 6-Speed Transmission, Waterous 1500 GPM Pump, Duo-Safety Ladders, 2500 Drop Tank, 3/16" Aluminum Body, Whelen LED Lighting.

PURCHASE. Buyer does hereby agree to purchase and accept delivery of the apparatus described in the Smeal Holding, LLC Proposal attached hereto, which is made a part hereof by this reference, upon the following terms and conditions:

1. **ACCEPTANCE.** This Sales Contract shall become a contract and a binding obligation only when accepted by the Seller as provided in paragraph 9 hereof.

2. **COMPLETION.** The Smeal supplied apparatus and equipment, excluding dealership supplied equipment, covered by this contract will be completed within approximately 360-390 calendar days after written acceptance of this Sales Contract by the Seller, or as soon thereafter as is consistent with good workmanship and subject to any and all delays resulting from causes beyond the control of Seller, and contingencies set out in paragraph 11 hereof. It is understood by both the Seller and the Buyer that *Change Orders* executed after contract acceptance will delay delivery.

3. **SPECIFICATIONS.** The attached Smeal Proposal, shall control the construction of the apparatus and be binding upon both Buyer and Seller, notwithstanding any other specifications or proposals whether written or oral heretofore supplied, considered or discussed. If there is any conflict between Buyer's specifications and the attached Proposal, the attached Proposal and specifications will control and prevail.

4. **WARRANTY.** The attached warranty or warranties shall apply to this agreement:

As Noted In The Specifications

(Copies may be attached.)

5. **PERFORMANCE BOND.** The following bonding provisions are applicable:

Performance Bond NOT required.

Performance Bond Required - Performance Bond (Surety Bond) will cover a one year warranty period only and will not cover extended warranties offered by seller or other component manufacturer.



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SALES CONTRACT

(Standard)

EXCEPT AS SPECIFICALLY PROVIDED ABOVE, SELLER DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ALL WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, AND WARRANTIES THAT ARISE BY OPERATION OF LAW, COURSE OF TRADE, COURSE OF PERFORMANCE, OR USAGE OF TRADE.

6. LIMITATION OF REMEDIES. In no event shall Seller be liable for special, incidental, or consequential damages nor for any damages which exceed the purchase price of the apparatus.

7. PRICE. Buyer agrees to pay for the apparatus described herein the total sum of:

Four Hundred Eighty Four Thousand Two Hundred Ninety Four Dollars

Dollars \$ 484,294.72

State and local sales taxes, if any, are not included in the purchase price. It is understood by both the buyer and the seller that *Change Orders* executed after contract acceptance may increase or decrease the price. The purchase price herein is based upon all applicable state and federal manufacturing law, regulations, orders, mandates and standards in effect as of the date of this Agreement (hereinafter "Standards") such as, for example, the Standards mandated by the National Fire Protection Association, tentative interim amendments to the National Fire Protection Association Standard, Underwriters Laboratories of Canada, and the Environmental Protection Agency. The purchase price shall be subject to increase due to any state or federal Standards that are adopted, issued or mandated following the date of this Agreement that require the apparatus(es) described above to be manufactured and/or delivered in compliance with such Standard(s).

Acceptance of Apparatus and Equipment shall occur immediately after completion of a final inspection by a representative of Customer at a factory location of Smeal, completion of any discrepancy list, and shipment of Apparatus and Equipment from Smeal's factory location. Upon completion of the final inspection and related discrepancy list, the Apparatus and Equipment shall be conclusively determined to be in full compliance with the terms of this Contract, including without limitation the Original Specifications.

8. PAYMENT. The purchase price shall be paid in the following manner:

Payment Due In Full At The Factory Following The Final Inspection And Acceptance.
Chassis Pre-Pay: Deduct \$6,505.00 (Chassis Cost \$21,681.00)

All checks must be made payable to Smeal Holding, LLC only and delivered to Seller at its offices. Under no circumstances shall payment be made to a dealer or any one else as



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SALES CONTRACT (Standard)

Seller's agent. Smeal Holding, LLC is the only authorized payee. Any representation that payment is to be made to any other party is absolutely unauthorized.

9. SELLER'S REPRESENTATIONS. All representations made and/or actions taken by a dealer or agent either before or after execution of this Sales Contract are not binding on the Seller. This Sales Contract in order to be effective and binding upon Seller must be signed and accepted by an authorized officer of Seller. The effective date of this Sales Contract will be the date it is signed and accepted by the Seller.

10. BUYER'S REPRESENTATIONS. Buyer is a Township, and has the power and authority to enter into this Sales Contract and perform its obligations hereunder; this Agreement has been duly authorized, executed and delivered by Buyer and is the valid, enforceable and binding obligation of Buyer; and Buyer represents that there are no warranties, agreements or understandings, written or oral, which in any manner alter, abridge or conflict with the terms of this Sales Contract. Buyer represents that the individuals listed below have authority to sign all documents including but not limited to, all *Change Orders* on behalf of Buyer.

Bill Wagner, Director

11. DELAY ON PERFORMANCE. Seller's Performance under this Sales Contract is subject to delays resulting from strike, insurrection, war, accidents, fires, floods, commandeering of plant or other demands of governmental authority, delays in transportation, or materials, delays in receipt of information when clarifications are requested, and all other causes beyond the control of Seller.

12. TESTING. In the event Buyer wishes to test the apparatus, such test shall be made within ten (10) days after arrival of the apparatus at its destination. A written report of any and all tests shall be promptly forwarded to Seller. If Buyer fails to test within this time limit and/or fails to forward test results to Seller, the apparatus shall be considered as fully complying with contract specifications as described in paragraph 3.

13. TITLE. All apparatus shall remain the property of Seller until the purchase price is paid in full. In the event of default in payment, Seller may take full possession of all apparatus sold hereunder and any payments that have been made shall be forfeited and/or considered as rental for the use of the apparatus up to date of taking possession.

14. MISCELLANEOUS. The following miscellaneous provisions shall apply to this Sales Contract:



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14.1 Entire Agreement. This Sales Contract, and the specifications and warranty attached hereto sets forth the entire agreement between the parties and there are no promises, agreements, conditions or understandings, either oral or written between them that are other than as herein set forth. Except as herein otherwise provided, no subject alteration, amendment, change or addition to this Sales Contract shall be binding upon either Seller or Buyer unless reduced to writing and signed by them.

14.2 Severability. If any term, covenant or condition of this Sales Contract, or any application thereof to any person or circumstance, shall, to any extent, be invalid or unenforceable, the remainder of this Sales Contract or application of such term, covenant or condition to persons or circumstances other than those as to which it is held as invalid or unenforceable, shall not be affected thereby and each term, covenant or condition of this Sales Contract shall be valid and enforceable to the fullest extent permitted by law.

14.3 Binding Effect. This Sales Contract shall be binding upon and inure to the benefit of the parties and their respective successors and assigns. Except with the written consent of the other party hereto, no person shall take any action which will allow any right hereunder to be assigned or held by any other person.

IN WITNESS WHEREOF, this Sales Contract has been duly executed by the parties hereto on the date set forth opposite their name.



A SPARTAN MOTORS
BRAND

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SALES CONTRACT

(Standard)

To be completed by the Authorized Smeal Distributor

By: x Al D'Agostino
R and R Fire Truck Repair, Inc.
Al D'Agostino

Date: 06/26/2017

Mailing Address of customer: Northfield Township Fire Department
8350 Main Street
Whitmore Lake, MI 48189



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SALES CONTRACT (Standard)

To be completed by the Purchasing Entity

Printed Name: _____ Title: _____

Signature: _____ Date: ____/____/____

Printed Name: _____ Title: _____

Signature: _____ Date: ____/____/____

Printed Name: _____ Title: _____

Signature: _____ Date: ____/____/____

Printed Name: _____ Title: _____

Signature: _____ Date: ____/____/____

Attests: _____ Date: ____/____/____



A SPARTAN HYDRO BRAND

SMEAL.COM

SALES CONTRACT (Standard)

To be completed by Smeal Holding, LLC

By: _____ Date of Acceptance: ____/____/____

Smeal Holding, LLC

Attests: _____ Date: ____/____/____

**Northfield Township
Police Department**

Memo

To: Township Board of Trustees

From: Bill Wagner

cc:

Date: July 11, 2017

Re: Wage increases for non-union employees

I am requesting and budgeted for the following cost of living/ pay increases.

Police Administrative assistant Sue Hamilton, Sue has been a valuable employee of the Police Department for nearly 21 years. Sue never misses work and has trouble get her personal time off at times because of staffing in the police administration. Sues currently makes \$21.89 per hour. I am requesting a 3% raise which will take her to \$22.55.

Police Department Administrative Assistant Angela Bennett. Angela has been a valuable employee of the Police Department for 13 years. Angela is a part time employee and also works for the Fire Department. Angela is also very flexible with her schedule and works many hours additionally to cover when Sue is off. Angela has increased the cost recovery in the fire department while work less hours than the previous assistant. Angela currently makes \$20.11. I am requesting a 3% increase for her which will take her to \$20.71.

I am also requesting a 2% cost of living increase for myself. I currently am making \$85,310 annually. A 2% increase will take me to \$87,016. I did a quick survey for Public Safety Directors in Michigan and found the least paid Director to be \$102,000.

NORTHFIELD TOWNSHIP

8350 Main St.

734-449-2880

To: Township Board

Date: July 11, 2017

From: Yvette Patrick

RE: Amendment #1

Attached you will find a schedule showing amendments for the Fiscal 2018 year. The amendments have brief explanations as to why they are being done. The proposed amendments affect the General Fund, Medical Rescue Fund and Waste Water Treatment Plant Fund.

Thank You,

Yvette Patrick
Controller – Northfield Township

RESOLUTION 18- _____

**TOWNSHIP OF NORTHFIELD, MICHIGAN
A RESOLUTION OF THE TOWNSHIP OF NORTHFIELD, WASHTENAW COUNTY,
MICHIGAN, AMENDING THE 2018 BUDGET**

WHEREAS, in the appropriation of funds for the year 2018 there is a need to amend the General Fund.

WHEREAS, in the appropriation of funds for the year 2018 there is a need to amend the Medical Rescue Fund.

WHEREAS, in the appropriation of funds for the year 2018 there is a need to amend the Waste Water Treatment Plant Fund.

BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE TOWNSHIP OF NORTHFIELD, WASHTENAW COUNTY, MICHIGAN, that the following amendment be approved:

See Attached Amendment Schedule

DULY RESOLVED BY THE TOWNSHIP BOARD OF THE TOWNSHIP OF NORTHFIELD, WASHTENAW COUNTY, MICHIGAN, THIS 11th DAY OF JULY 2017.

Marlene Chockley, Supervisor

NORTHFIELD TOWNSHIP

Amendment #1 FYE 2018

		AMENDMENT #1	
		Increases	Decreases
<u>GENERAL FUND - #101</u>			
<u>TRANSFER AMENDMENT</u>			
- None			
Total Transfer Increases/Decreases		0	0
<u>REGULAR AMENDMENT</u>			
<u>REVENUE</u>			
- NONE			
Total Revenue Amendments		0	0
<u>EXPENDITURES</u>			
<u>Township Manager</u>			
- Remove salary increase and coresponding social security increase for Assistant to Township Manager			541
<u>Clerk</u>			
- Remove salary increase and coresponding pension and social security increase for Deputy Clerk			1,520
<u>Treasurer</u>			
- Remove salary increase and coresponding pension and social security increase for Deputy Treasurer			2,974
<u>Assessing</u>			
- Remove salary increase and coresponding pension and social security increase for Assistant to the Assessor			2,864
<u>Hall and Grounds</u>			
- Remove salary increase and coresponding social security increases for the janitorial staff			462
<u>Community Center</u>			
- Remove salary increase and coresponding social security and pension increase for CC Director and janitor			3,343
Total Expenditure Amendments		0	11,704
Total Recommended Amendments		11,704	
FYE 2018 Amended Contribution to Fund Balance		1,016	
FYE 2018 Ending Contribution to Fund Balance		12,720	
Beginning Fund Balance		976,112	
Ending Fund Balance		988,832	

NORTHFIELD TOWNSHIP

Amendment #1 FYE 2018

AMENDMENT #1

Increases	Decreases
-----------	-----------

WASTE WATER TREATMENT PLAN FUND - #571

TRANSFER AMENDMENT

- None

REGULAR AMENDMENT

REVENUE

- None

Total Revenue Amendments

0

0

EXPENDITURES

Personnel

- Remove salary increases and coresponding increases in Social Security and Pensions for WWTP Director

2,291

- Remove salary increases and coresponding increases in social security for WWTP employees

10,224

Total Expenditure Increases

0

12,515

Total **Recommended** Amendments

12,515

FYE 2018 Amended Contribution to Fund Balance

86,778

FYE 2018 Ending Contribution to Fund Balance

99,293

Beginning Fund Balance

6,580,970

Ending Fund Balance

6,680,263

MEDICAL RESCUE FUND - #216

TRANSFER AMENDMENT

- None

REGULAR AMENDMENT

REVENUE

- None

Total Revenue Amendments

0

0

EXPENDITURES

Personnel

- Remove Salary Increase and coresponding increases in Social Security and Pensions for PS Director

2,006

Total Expenditure Increases

0

2,006

Total **Recommended** Amendments

2,006

FYE 2018 Amended Contribution to Fund Balance

(301,871)

FYE 2018 Ending Contribution to Fund Balance

(299,865)

Beginning Fund Balance

822,258

Ending Fund Balance

522,393

NORTHFIELD TOWNSHIP

8350 Main St.

734-449-2880

To: Township Board

Date: July 11, 2017

From: Yvette Patrick

RE: Amendment #2

Attached you will find a schedule showing amendments for the Fiscal 2018 year. The amendments have brief explanations as to why they are being done. The proposed amendments affect the General Fund.

Thank You,

Yvette Patrick
Controller – Northfield Township

RESOLUTION 18- _____

**TOWNSHIP OF NORTHFIELD, MICHIGAN
A RESOLUTION OF THE TOWNSHIP BOARD OF THE TOWNSHIP OF NORTHFIELD,
WASHTENAW COUNTY, MICHIGAN, AMENDING THE 2018 BUDGET**

WHEREAS, in the appropriation of funds for the year 2018 there is a need to amend the General Fund.

**BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE TOWNSHIP OF NORTHFIELD,
WASHTENAW COUNTY, MICHIGAN**, that the following amendment be approved:

See Attached Amendment Schedule

**DULY RESOLVED BY THE TOWNSHIP BOARD OF THE TOWNSHIP OF NORTHFIELD,
WASHTENAW COUNTY, MICHIGAN, THIS 11th DAY OF JULY 2017.**

Marlene Chockley, Supervisor

NORTHFIELD TOWNSHIP

Amendment #2

FYE 2018

		<u>AMENDMENT #2</u>	
		<u>Increases</u>	<u>Decreases</u>
<u>GENERAL FUND - #101</u>			
<u>TRANSFER AMENDMENT</u>			
- None			
Total Transfer Increases/Decreases		<u>0</u>	<u>0</u>
<u>REGULAR AMENDMENT</u>			
<u>REVENUE</u>			
- NONE			
Total Revenue Amendments		<u>0</u>	<u>0</u>
<u>EXPENDITURES</u>			
<u>Township Board</u>			
- Reduce Welfare Costs by \$10,000 to remove funding for People's Express Transit			10,000
<u>Planning/Zoning Dept</u>			
- Reduce additional funding budgeted for 2 hour planning committee meeting			2,640
<u>Recreation Board</u>			
- Reduce Supplies Budget to Zero			4,500
- Reduce Parks Maintenance Budget to Zero			500
<u>Land Preservation</u>			
- Reduce department budget to zero			5,000
Total Expenditure Amendments		<u>0</u>	<u>22,640</u>
Total Recommended Amendments		<u>22,640</u>	
FYE 2018 Amended Contribution to Fund Balance		<u>1,016</u>	
FYE 2018 Ending Contribution to Fund Balance		<u>23,656</u>	
Beginning Fund Balance		<u>988,832</u>	
Ending Fund Balance (If amendment #1 is not passed)		<u>999,768</u>	
Ending Fund Balance (If amendment #1 is passed in full)		<u>1,012,488</u>	

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 101: GENERAL FUND

2017-2018 FISCAL YEAR

AS OF 6/30/17

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 06/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
ESTIMATED REVENUES								
Dept 000								
101-000-426	PRIOR YEAR TAX INTEREST	0	663	0	1,764	500	500	#DIV/0!
101-000-452	PEDDLER'S LICENSES	340	368	500	2	350	(150)	-30.00%
101-000-453	CABLEVISION FRANCHISE FEES	97,379	99,310	97,000	73,433	98,000	1,000	1.03%
101-000-455	FIBER FOOTAGE FEES	7,557	10,516	7,500	10,371	10,000	2,500	33.33%
101-000-573	STATE SHARED REVENUE - LCSA	0	0	0	45,972	45,000	45,000	#DIV/0!
101-000-574	On-going, but exact amount not available STATE SHARED REVENUE	650,034	649,431	652,000	567,540	690,000	38,000	5.83%
Estimates are showing \$696,383 but may be significantly lower as revenue is actually determined in November 2017								
101-000-590	GRANT INCOME	0	0	0	0	221,633	221,633	#DIV/0!
101-000-615	County Contribution to Non-Motorized Path INSURANCE PROCEEDS	456	0	0	0	0	0	#DIV/0!
101-000-626	COPY & FOIA INCOME	55	120	200	26	100	(100)	-50.00%
101-000-655	ORDINANCE FINES	0	200	0	2,407	0	0	#DIV/0!
101-000-665	INTEREST INCOME	181	1,082	1,000	1,433	1,000	0	0
101-000-666	CDARS Interest DIVIDENDS	0	0	0	7,577	0		
101-000-671	REIMBURSEMENT/OTHER INCOME (Farm Lease @ \$150)	2,860	6,611	150	6,947	150	0	0
101-000-673	SALE OF FIXED ASSET	0	0	12,000	12,000	0	(12,000)	-100.00%
101-000-684	CELL TOWER INCOME	0	0	0	2,800	4,284	4,284	#DIV/0!
(\$16,800 x 1.02 = 17,136 x 25% Twp; 75% Fire)								
101-000-688	RENTAL INCOME - BARKER RD	11,460	10,260	9,960	9,960	9,960	0	0
101-000-690	UNREALIZED GAIN/LOSS	124	(75)	0	0	0	0	#DIV/0!

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 101: GENERAL FUND

2017-2018 FISCAL YEAR

AS OF 6/30/17

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 06/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
Totals for dept 000-		770,446	778,486	780,310	742,232	1,080,977	300,667	38.53%
Dept 191-ELECTIONS								
101-191-671	REIMBURSEMENT/OTHER INCOME	0	5,741	6,500	10,356	6,500	0	0
Totals for dept 191-ELECTIONS		0	5,741	6,500	10,356	6,500	0	0
Dept 253-TREASURER								
101-253-402	CURRENT PROPERTY TAX	256,344	263,030	263,500	262,808	268,000	4,500	1.71%
101-253-404	MOBILE HOME LICENSE FEES	2,900	2,851	2,820	2,874	2,850	30	1.06%
101-253-445	(475 Trailers @ \$.50 Ea. X 12 Months) PENALTY & INTEREST ON TAXES	2,826	3,596	1,500	6,104	3,500	2,000	133.33%
101-253-627	Increased due to strict guidelines on penalties. SUMMER TAX PREPARATION	13,488	13,580	13,580	13,665	14,000	420	3.09%
101-253-680	TAX ADMINISTRATION FEES	136,940	144,810	140,000	149,957	150,000	10,000	7.14%
Increased to better reflect recent activity and tax rate increases.								
Totals for dept 253-TREASURER		412,498	427,867	421,400	435,407	438,350	16,950	4.02%
Dept 336-CONTRIBUTIONS								
101-336-624	DDA	20,000	0	0	0	0	0	#DIV/0!
101-336-625	SEWER/LIBRARY ADMINISTRATION	43,969	48,560	48,560	48,560	48,560	0	0
101-336-694	(Admin Fee from Sewer - \$37,500 and Library - \$11,060) NON-MOTORIZED PATH	0	0	0	4,360	0	0	#DIV/0!
Totals for dept 336-CONTRIBUTIONS		63,969	48,560	48,560	52,920	48,560	0	0
Dept 412-PLANNING/ZONING DEPT								

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 101: GENERAL FUND

2017-2018 FISCAL YEAR

AS OF 6/30/17

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 06/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
101-412-477	ZONING COMPLIANCE PERMITS	5,500	8,600	5,880	12,505	9,500	3,620	61.56%
101-412-607	ZONING ADMINISTRATIVE FEES	0	150	0	0	0	0	#DIV/0!
101-412-608	VARIANCES/APPEALS	1,420	2,855	2,700	1,430	2,000	(700)	-25.93%
101-412-612	TAX ABATEMENT FEES	0	1,000	0	0	0	0	#DIV/0!
101-412-614	PLANNING FEES	0	6,975	0	5,750	4,000	4,000	#DIV/0!
101-412-629	ZONING COPIES	0	0	25	56	25	0	0
101-412-637	SPLIT APPLICATIONS	850	1,825	2,400	2,240	2,400	0	0
Totals for dept 412-PLANNING/ZONING DEPT		7,770	21,405	11,005	21,981	17,925	6,920	62.88%
Dept 666-COMMUNITY CENTER								
101-666-643	CC TRIPS	11,657	7,543	9,000	6,311	5,000	(4,000)	-44.44%
101-666-644	Decreased due to a decline in participation CC PROGRAMS	0	2,583	3,000	4,843	4,000	1,000	33.33%
101-666-671	Increased due to increase in participation REIMBURSEMENT/OTHER INCOME	4,817	5,500	8,500	8,500	8,500	0	0
101-666-676	Reimbursement received from Washtenaw County CONTRIBUTIONS - SCC	1,491	816	1,200	2,699	1,750	550	45.83%
Senior Center Donations								
Totals for dept 666-COMMUNITY CENTER		17,965	16,442	21,700	22,353	19,250	(2,450)	-11.29%
TOTAL ESTIMATED REVENUES		1,272,648	1,298,501	1,289,475	1,285,249	1,611,562	322,087	24.98%
APPROPRIATIONS								
Dept 101-TOWNSHIP BOARD								
101-101-701	SALARIES (\$2,500 x 4)	9,892	10,000	10,000	10,000	10,000	0	0

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 101: GENERAL FUND

2017-2018 FISCAL YEAR

AS OF 6/30/17

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 06/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
101-101-715	SOCIAL SECURITY (\$10,000 x 7.65%)	757	796	765	765	765	0	0
101-101-807	MEMBERSHIP DUES (\$5,500 MTA, \$225 Bri C of C, \$1,475 SEMCOG, \$1,100 WATS, \$1,100 Huron River Watershed, \$175 Mich Mun League, \$925 Other)	9,552	9,121	10,500	10,571	10,500	0	0
101-101-836	WELFARE COSTS People's Express Transit	0	10,000	10,000	10,000	10,000	0	0
101-101-900	PRINTING & PUBLICATIONS (Publishing of Minutes from Twp Board Mtgs and Ads for Employment - \$5,000; Newsletter - \$2,500)	7,073	7,606	7,500	5,828	7,500	0	0
101-101-956	MISCELLANEOUS (Twp. Events, Ribbon Cutting Ceremonies, Etc.)	0	0	2,500	2,360	0	(2,500)	-100.00%
101-101-957	TRAINING & DEVELOPMENT (Possible Training for New Board Members)	509	0	2,000	149	500	(1,500)	-75.00%
Totals for dept 101-TOWNSHIP BOARD		27,783	37,523	43,265	39,674	39,265	(4,000)	-9.25%
Dept 171-SUPERVISOR								
101-171-701	SALARIES	12,500	12,500	12,500	12,981	12,500	0	0
101-171-715	SOCIAL SECURITY (\$12,500 x 7.65%)	(661)	956	957	993	957	0	0
101-171-807	MEMBERSHIP DUES	0	0	120	0	120	0	0
101-171-860	FUEL & MILEAGE Increased to reflect projected 2017 activity	0	0	200	484	400	200	100.00%
101-171-956	MISCELLANEOUS	0	78	100	61	0	(100)	-100.00%
101-171-957	TRAINING & DEVELOPMENT	286	0	1,000	764	750	(250)	-25.00%
Totals for dept 171-SUPERVISOR		12,125	13,534	14,877	15,283	14,727	(150)	-1.01%
Dept 172-TOWNSHIP MANAGER								
101-172-701	SALARIES Based on annual salary of \$60K for 11 mo.	77,000	77,000	83,000	64,939	55,000	(28,000)	-33.73%
101-172-704	CLERICAL/DEP /SUPER/ELECTION (\$19 x 30 Hrs/Wk x 52 Wks)	25,326	25,487	29,137	29,044	29,640	503	1.73%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 101: GENERAL FUND

2017-2018 FISCAL YEAR

AS OF 6/30/17

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 06/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
101-172-715	SOCIAL SECURITY (TWP MGR \$75,000 x 7.65%; CONTROLLER 46800 X 7.65%; Clerical \$31,616 x 7.65%)	11,995	12,244	12,990	11,360	10,055	(2,935)	-22.59%
101-172-716	HOSPITALIZATION	6,534	1,500	1,500	1,500	15,000	13,500	900.00%
101-172-717	High Estimate for Insurance for new TM LIFE/DISB. INSURANCE	975	975	1,025	569	780	(245)	-23.90%
101-172-718	Life/Disability for Township Manager only PENSION	7,214	7,700	8,300	5,061	5,500	(2,800)	-33.73%
101-172-722	Base wage of Twp Mgr x 10% CONTROLLER	54,478	56,059	57,627	52,709	46,800	(10,827)	-18.79%
101-172-734	(20 Hrs/Wk x \$45.00 x 52 Wks) BONUS	0	0	300	300	0	(300)	-100.00%
101-172-818	CONTRACTUAL SERVICES	5,859	3,516	5,000	7,076	4,000	(1,000)	-20.00%
101-172-850	(Codification of Ordinance's - \$3,500; Other - \$500) COMMUNICATION	606	655	720	306	0	(720)	-100.00%
101-172-860	Fire Department Phone, previously paid thru GF FUEL & MILEAGE	0	0	500	186	500	0	0
101-172-927	ALLOCATE TO DEPARTMENTS	(36,501)	(41,091)	(49,979)	(38,062)	(32,748)	17,231	-34.48%
101-172-957	(Controller Allocation to Police, Fire, Bldg Dept and WWTP - \$32,748) TRAINING & DEVELOPMENT	745	698	1,000	410	500	(500)	-50.00%
Totals for dept 172-TOWNSHIP MANAGER		154,231	144,743	151,120	135,399	135,027	(16,093)	-10.65%
Dept 191-ELECTIONS								
101-191-702	SALARIES	0	0	0	0	8,000	8,000	#DIV/0!
101-191-704	Paying stipends to poll workers through PR instead of 101-191-704 CLERICAL/DEP /SUPER/ELECTION	9,417	7,125	13,200	10,550	0	(13,200)	-100.00%
101-191-715	Move payment of poll workers to Salaries SOCIAL SECURITY	0	0	0	59	615	615	#DIV/0!
101-191-727	Payroll Taxes on stipends now paid through payroll SUPPLIES	4,930	1,915	3,000	7,018	5,000	2,000	66.67%
101-191-818	Ballots, Food, Equipment for 3 elections CONTRACTUAL SERVICES (Equipment Inspections)	1,760	990	2,000	675	1,000	(1,000)	-50.00%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 101: GENERAL FUND

2017-2018 FISCAL YEAR

AS OF 6/30/17

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 06/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
101-191-851	POSTAGE (Mailing of Election Material)	0	895	800	1,330	1,000	200	25.00%
101-191-900	PRINTING & PUBLICATIONS (Printed Materials and Newspaper Ads)	2,472	1,100	2,600	1,182	1,200	(1,400)	-53.85%
Totals for dept 191-ELECTIONS		18,579	12,025	21,600	20,814	16,815	(4,785)	-22.15%
Dept 215-CLERK								
101-215-701	SALARIES	11,538	12,500	12,500	12,981	12,500	0	0
101-215-703	DEPUTY SALARIES (\$20.14 x 2080)(Includes a 6% Increase over original 2016-17 Budget)	38,508	32,979	40,600	40,600	41,892	1,292	3.18%
101-215-715	SOCIAL SECURITY (\$54,392 x 7.65%)	3,829	3,691	5,234	4,237	4,161	(1,073)	-20.50%
101-215-716	HOSPITALIZATION (\$577.77 x 5 Mths plus (\$577.77 x 1.10) x 7 Mths plus \$1,300 HSA Contribution)	0	1,125	1,500	6,863	8,650	7,150	476.67%
101-215-717	LIFE/DISB. INSURANCE (\$50.36 x 12 Mths)	0	618	525	494	605	80	15.24%
101-215-718	PENSION (Base Pay x 10%)	0	2,705	3,952	4,060	4,189	237	6.00%
101-215-723	RECORD SEC (Recording Sec - \$195/Mtg x 24 Mtgs plus \$125/Mtg over 3 Hrs x 8; Video Operator - \$85/Mtg x 24 Mtgs)	6,148	5,945	14,775	11,155	7,720	(7,055)	-47.75%
101-215-734	BONUS	0	0	300	300	0	(300)	-100.00%
101-215-807	MEMBERSHIP DUES	0	0	100	0	100	0	0
101-215-860	FUEL & MILEAGE	61	0	150	234	150	0	0
101-215-922	LATE FEES AND PENALTIES	(26)	44	0	0	0	0	#DIV/0!
101-215-957	TRAINING & DEVELOPMENT	0	0	1,000	248	500	(500)	-50.00%
Totals for dept 215-CLERK		60,058	59,607	80,636	81,172	80,467	(169)	-0.21%
Dept 228-INFORMATION TECHNOLOGY								

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 101: GENERAL FUND

2017-2018 FISCAL YEAR

AS OF 6/30/17

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 06/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
101-228-936	SOFTWARE	0	0	0	0	14,220	14,220	#DIV/0!
	BS&A Software \$12,000, Anti-Virus Software \$185/month							
101-228-948	COMPUTER SERVICES	0	0	0	0	15,060	15,060	#DIV/0!
	Cloud Backup (\$130/month), Website Annual Renewal \$1,000, Email \$3,000, Microsoft 365 \$3,500, Onsite FLEX IT \$6,000							
Totals for dept 228-INFORMATION TECHNOLOGY		0	0	0	0	29,280	29,280	#DIV/0!
Dept 247-BOARD OF REVIEW								
101-247-706	BOARD OF REVIEW FEE	1,389	969	2,000	825	2,000	0	0
	March, July and September Meetings							
101-247-715	SOCIAL SECURITY	106	74	153	63	153	0	0
	(\$2,000 x 7.65%)							
101-247-723	RECORD SEC	1,050	1,520	1,200	1,280	1,500	300	25.00%
101-247-900	PRINTING & PUBLICATIONS	682	640	800	682	800	0	0
	(BOR Public Notices)							
101-247-956	MISCELLANEOUS	0	0	0	0	125	125	#DIV/0!
	Food for March Board of Review Meeting							
101-247-959	TRIBUNALS AND DRAINS	10,497	7,580	16,080	16,114	10,000	(6,080)	-37.81%
	(Appraisals, Back Taxes, Drain Pymts)							
Totals for dept 247-BOARD OF REVIEW		13,724	10,783	20,233	18,964	14,578	(5,655)	-27.95%
Dept 253-TREASURER								
101-253-701	SALARIES	12,500	12,500	12,500	12,981	12,500	0	0
101-253-703	DEPUTY SALARIES	42,771	43,677	33,875	33,588	39,686	5,811	17.16%
	(\$18 x 2080)(Includes a 6% Increase and full year deputy treasurer salary [see narrative for more information])							
101-253-704	CLERICAL/DEP /SUPER/ELECTION	21,681	14,413	24,289	22,543	23,400	(889)	-3.66%
	(\$15 x 30 Hrs x 52 Wks)							
101-253-715	SOCIAL SECURITY	5,887	5,281	6,095	5,221	5,954	(141)	-2.31%
	(\$77,818 x 7.65%)							
101-253-716	HOSPITALIZATION	10,090	4,444	9,095	10,360	13,200	4,105	45.13%
	(\$832.39 x 5 Mths plus (\$832.39 x 1.10) x 7 Mths plus \$2,625 HSA Contribution)							
101-253-717	LIFE/DISB. INSURANCE	461	461	310	311	668	358	115.48%
	(\$55.65 x 12 Mths)							

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101-253-718	PENSION (Base Salary x 10%)	4,213	4,368	1,841	1,685	3,969	2,128	115.59%
101-253-734	BONUS	0	0	300	300	0	(300)	-100.00%
101-253-803	LEGAL (\$500/Mth)	6,000	6,000	6,000	6,000	6,000	0	0
101-253-804	TAX STATEMENT PREPARATION (Tax Bill Printing)	1,441	1,582	1,700	1,620	1,700	0	0
101-253-807	MEMBERSHIP DUES (MMTA Dues for Treasurer & Deputy @ \$60 Ea.)	100	100	110	10	120	10	9.09%
101-253-818	CONTRACTUAL SERVICES No need for temporary front desk clerk.	0	0	11,025	11,025	0	(11,025)	-100.00%
101-253-851	POSTAGE (Tax Bill Mailing)	3,573	3,480	3,700	4,296	3,800	100	2.70%
101-253-860	FUEL & MILEAGE (Mileage Reimbursement for Bank Trips)	217	339	225	628	325	100	44.44%
101-253-927	ALLOCATE TO DEPARTMENTS (Deputy Asst. Allocation to Building & Planning)	(21,036)	(16,490)	(16,605)	(21,410)	(17,103)	(498)	3.00%
101-253-956	MISCELLANEOUS (Bank Service Charges)	3,138	2,775	1,000	659	750	(250)	-25.00%
101-253-957	TRAINING & DEVELOPMENT (Training for Treasurer & Deputy)	0	0	2,000	1,481	750	(1,250)	-62.50%
Totals for dept 253-TREASURER		91,036	82,930	97,460	91,296	95,719	(1,741)	-1.79%
Dept 257-ASSESSING								
101-257-709	ASST ASSESSOR (\$20.74 x 2080)(Includes a 6% Increase)	23,098	38,624	40,706	42,180	43,140	2,434	5.98%
101-257-713	ASSESSOR Paid as contractor - see 101-257-818	5,598	0	0	0	0	0	#DIV/0!
101-257-715	SOCIAL SECURITY (\$43,140 x 7.65%)	2,195	2,955	3,114	3,250	3,301	187	6.01%
101-257-716	HOSPITALIZATION (\$1,077.16 x 5 Mths plus (\$1,077.16 x 1.10) x 7 Mths plus \$4,150 HSA Contribution)	5,770	22,488	24,750	18,387	17,830	(6,920)	-27.96%
101-257-717	LIFE/DISB. INSURANCE (\$55.65 x 12 Mths)	0	682	575	545	668	93	16.17%

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101-257-718	PENSION (Base Salary x 10%)	236	3,718	4,071	4,218	4,314	243	5.97%
101-257-720	BANKED PTO	(3,235)	0	0	0	0	0	#DIV/0!
101-257-727	SUPPLIES	1,186	843	1,500	778	1,000	(500)	-33.33%
101-257-734	BONUS	0	0	300	300	0	(300)	-100.00%
101-257-807	MEMBERSHIP DUES	0	13	250	13	250	0	0
101-257-818	CONTRACTUAL SERVICES (\$64,000 Annual thru December, 2017 then 2% Increase to \$65,280)	59,848	58,705	64,380	63,705	64,640	260	0.40%
101-257-851	POSTAGE	2,203	2,373	2,500	1,851	2,500	0	0
101-257-860	Assessment Notices FUEL & MILEAGE	0	113	500	154	200	(300)	-60.00%
101-257-900	PRINTING & PUBLICATIONS (Assessing Notices)	0	956	1,000	1,251	1,500	500	50.00%
101-257-927	ALLOCATE TO DEPARTMENTS (Assessor Allocation to Building & Zoning - 3% Increase)	0	0	(36,828)	(29,004)	(37,933)	(1,105)	3.00%
101-257-957	TRAINING & DEVELOPMENT	1,050	0	1,500	25	500	(1,000)	-66.67%
Totals for dept 257-ASSESSING		97,949	131,470	108,318	107,653	101,910	(6,408)	-5.92%
Dept 265-HALL AND GROUNDS								
101-265-710	JANITORIAL SALARIES (\$45/Hr x 2.75 Hrs/Wk x 52 Wks)	5,240	5,730	6,006	5,895	6,435	429	7.14%
101-265-715	SOCIAL SECURITY (\$6,435 x 7.65%)	456	438	460	451	493	33	7.17%
101-265-716	HOSPITALIZATION	(146)	0	0	0	0	0	#DIV/0!
101-265-727	SUPPLIES	9,976	10,724	10,000	10,098	11,000	1,000	10.00%
101-265-731	WORKERS COMP INSURANCE From Invoice for 2017-2018	1,896	2,108	2,740	2,380	3,178	438	15.99%

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101-265-816	GROUNDS/CLEANG/JANITORL SERVIC (Center Island Flower Beds - \$1,100; Lawn Maintenance - \$1,400; Snow Removal & Salting - \$10,000)	5,295	8,285	8,250	9,160	12,500	4,250	51.52%
101-265-821	PSB MAINT & OPS ALLOCATION	44,890	37,850	44,990	31,826	46,667	1,677	3.73%
101-265-850	COMMUNICATION (Phone & Internet Service - \$125/Mth; PEG Station @ \$55/Mth)	8,917	7,776	6,000	6,419	2,700	(3,300)	-55.00%
101-265-851	POSTAGE	4,597	4,746	5,500	2,528	5,000	(500)	-9.09%
101-265-910	INSURANCE & BONDS (Township Mailings; Newsletter Mailing - \$850; Extra Misc - \$150)	23,453	24,488	25,042	23,875	24,068	(974)	-3.89%
101-265-920	UTILITIES (Siren Electric @ \$17.00/Mth)	218	197	200	182	205	5	2.50%
101-265-927	ALLOCATE TO DEPARTMENTS (H & G and PSB Maint & Ops. Allocation to Bldg Dept)	0	0	(4,070)	(2,329)	(4,000)	70	-1.72%
101-265-930	REPAIRS & MAINTENANCE (\$1,100 Siren & Extingusher Maint, \$3,800 Misc)	20,029	25,202	20,000	20,066	4,800	(15,200)	-76.00%
101-265-938	CHARGEBACKS - PRIOR TAX YEARS	4,048	666	2,500	1,050	1,000	(1,500)	-60.00%
101-265-940	RENTAL EQUIPMENT (\$3,300 Copier Lease, \$100 P.O. Box Rental, \$168 Water Cooler, \$1,685 (\$421.00/Qtr) Postage Meter Rental, \$147 Misc)	3,676	3,906	4,585	5,756	5,400	815	17.78%
101-265-956	MISCELLANEOUS	264	42	300	10	300	0	0
Totals for dept 265-HALL AND GROUNDS		132,809	132,158	132,503	117,367	119,746	(12,757)	-9.63%
Dept 270-LEGAL/PROFESSIONAL								
101-270-800	OTHER PROFESSIONAL FEES	925	0	5,500	0	0	(5,500)	-100.00%
101-270-802	AUDIT FEES (Per Signed Agreement)	4,500	6,300	6,300	6,300	6,300	0	0
101-270-803	LEGAL (\$66,000 P. Burns Retainer + \$30,000 Other)	100,997	96,091	96,000	115,253	96,000	0	0
101-270-806	ENGINEER	12,214	9,583	51,000	32,284	10,000	(41,000)	-80.39%
101-270-927	ALLOCATE TO DEPARTMENTS	(45,600)	(45,600)	(45,600)	(45,600)	(45,600)	0	0

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Totals for dept 270-LEGAL/PROFESSIONAL		73,036	66,374	113,200	108,237	66,700	(46,500)	-41.08%
Dept 336-CONTRIBUTIONS								
101-336-933	CONTRIBUTION - INDEPENDENCE DAY CELEBF	2,500	2,500	2,500	2,500	2,500	0	0
101-336-963	CONTRIBUTION - WWTP	15,000	0	0	0	0	0	#DIV/0!
101-336-964	CONTRIBUTION-FIRE & MED RES	30,890	25,000	25,000	25,000	25,000	0	0
101-336-967	CONTRIBUTION-LAW ENFORCEMENT	5,000	0	0	0	0	0	#DIV/0!
Totals for dept 336-CONTRIBUTIONS		53,390	27,500	27,500	27,500	27,500	0	0
Dept 412-PLANNING/ZONING DEPT								
101-412-707	ZBA SALARIES	3,100	2,700	3,000	6,306	3,000	0	0
101-412-715	SOCIAL SECURITY	1,140	1,193	1,148	1,309	1,148	0	0
101-412-723	RECORD SEC (\$15,000 x 7.65%)	5,598	4,925	6,720	8,770	7,020	300	4.46%
101-412-726	PLANN COMM (Recording Sec - \$195/Mtg x 36 Mtgs)	11,800	13,300	12,000	10,800	12,000	0	0
101-412-727	SUPPLIES Seven members of planning commission paid \$100 per mtg; 24 mtgs per year	172	65	200	0	200	0	0
101-412-800	OTHER PROFESSIONAL FEES	4,098	0	5,000	10	1,000	(4,000)	-80.00%
101-412-801	PLANNER FEES	29,932	50,443	40,000	30,791	42,640	2,640	6.60%
101-412-809	CODE ENFORCEMENT Increased to reflect 2 hour meeting with planning committee	16,641	14,043	10,400	4,100	0	(10,400)	-100.00%
101-412-818	CONTRACTUAL SERVICES (C.E. Officer \$25/Hr x 16 Hrs/Wk=\$20,800)	8,416	0	0	0	0	0	#DIV/0!
101-412-823	ZONING ADMINISTRATION (4 Hrs. Every Weeks @ \$60/Hr. 50 weeks)	0	2,779	15,000	9,468	12,000	(3,000)	-20.00%

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101-412-851	POSTAGE	14	111	250	182	250	0	0
101-412-860	FUEL & MILEAGE	611	517	600	514	500	(100)	-16.67%
101-412-900	PRINTING & PUBLICATIONS	3,070	2,655	1,800	2,753	2,500	700	38.89%
101-412-927	Increase to reflect the actual need ALLOCATE TO DEPARTMENTS	7,600	5,530	29,101	19,854	29,974	873	3.00%
101-412-957	TRAINING & DEVELOPMENT	1,429	164	1,500	1,530	1,500	0	0
Totals for dept 412-PLANNING/ZONING DEPT		93,621	98,425	126,719	96,387	113,732	(12,987)	-10.25%
Dept 448-STREET LIGHTS								
101-448-920	UTILITIES	35,029	35,419	35,520	35,045	36,000	480	1.35%
Totals for dept 448-STREET LIGHTS		35,029	35,419	35,520	35,045	36,000	480	1.35%
Dept 449-ROAD WORK								
101-449-805	PATHWAYS AND SIDEWALKS	0	0	72,000	71,402	125,000	53,000	73.61%
101-449-813	Non-Motorized Path Construction not covered by grant ROADWORK	17,358	24,772	30,000	28,460	37,000	7,000	23.33%
101-449-814	(Brine Applications) - Contracted for 3 applications ROAD IMPROVEMENTS	101,978	103,635	170,950	93,465	122,530	(48,420)	-28.32%
101-449-929	(Drainage \$27,500, Limestone and \$11,000 County Drains, \$30,000 for 6 Mile Culvert Replacement over 3 Years) GRANT EXPENSE	0	3,748	0	0	221,633	221,633	#DIV/0!
(Construction Costs) Totals for dept 449-ROAD WORK		119,336	132,155	200,950	193,327	506,163	305,213	151.89%
Dept 523-SOLID WASTE MANAGEMENT								
101-523-880	MAY/OCT CLEAN UP PROGRAM	0	4,000	2,000	0	0	(2,000)	-100.00%
Totals for dept 523-SOLID WASTE MANAGEMENT		0	4,000	2,000	0	0	(2,000)	-100.00%

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Dept 666-COMMUNITY CENTER								
101-666-701	SALARIES (\$22.11 x 2080)(Includes a 6% Increase)	37,423	40,462	43,385	44,960	45,989	2,604	6.00%
101-666-702	SALARIES (Assistant for Meals on Wheels - 6 hrs/wk Get Quarterly Payments from County)	0	4,917	4,830	1,253	4,830	0	0
101-666-710	JANITORIAL SALARIES (\$85/Wk. x 52 Wks)	0	2,480	4,160	4,160	4,420	260	6.25%
101-666-715	SOCIAL SECURITY (\$55,239 x 7.65%)	2,863	3,571	4,010	3,740	4,226	216	5.39%
101-666-716	HOSPITALIZATION (\$629.93 x 5 Mths plus (\$629.93 x 1.10) x 7 Mths plus \$1,300 HSA Contribution)	8,611	8,430	9,515	9,126	9,300	(215)	-2.26%
101-666-717	LIFE/DISB. INSURANCE (\$53.46 x 12 Mths)	524	524	550	524	642	92	16.73%
101-666-718	PENSION (Base Salary x 10%)	3,734	4,046	4,339	4,496	4,599	260	5.99%
101-666-727	SUPPLIES (Paper Towels, Toilet Paper, Office Supplies)	2,531	1,945	2,800	1,621	2,000	(800)	-28.57%
101-666-731	WORKERS COMP INSURANCE From Invoice for 2017-2018	315	348	535	469	549	14	2.62%
101-666-807	MEMBERSHIP DUES (Costco Memberships 1 @ \$125 Ea.)	110	255	250	110	125	(125)	-50.00%
101-666-812	CC TRIPS (Peoples Express)	20,281	5,739	8,500	4,461	3,600	(4,900)	-57.65%
101-666-815	CC PROGRAMS (Instructors, Art Class, Movies on the Lake, Events)	163	12,411	15,500	8,603	10,000	(5,500)	-35.48%
101-666-816	GROUND/CLEANG/JANITORL SERVIC (\$800 Grass, \$125 Beds, \$2,500 Snow)	4,435	3,190	3,425	1,617	3,425	0	0
101-666-822	SENIOR NUTRITION	129	1,628	2,000	2,335	2,000	0	0
101-666-836	COMMUNITY EXPENSE (Donation Spend)	0	0	1,200	1,004	1,750	550	45.83%
101-666-850	COMMUNICATION (Charter for Phones, Internet & TV @ \$230/Mth)	3,523	2,027	2,220	2,492	2,760	540	24.32%
101-666-851	POSTAGE	617	586	1,010	746	800	(210)	-20.79%

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101-666-860	(Mailing = \$.47x275x6)+(4 rolls of stamps @ \$47 Ea.) + 45 Extra) FUEL & MILEAGE	0	0	1,000	0	200	(800)	-80.00%
101-666-900	(Mileage for Workers Transporting Meals from Dexter) PRINTING & PUBLICATIONS	1,252	1,200	1,300	630	1,300	0	0
101-666-910	(\$200 per mailing x 6 + \$100 Extra) INSURANCE & BONDS	903	997	1,020	1,083	1,131	111	10.88%
101-666-920	UTILITIES	2,903	2,648	3,036	2,668	3,036	0	0
101-666-929	(Sewer @ \$84/Qtr; Con Pow @ \$62.50/Mth; DTE @ \$75/Mth and Constellation @ \$87.50/Mth) GRANT EXPENSE	519	0	0	0	0	0	#DIV/0!
101-666-930	REPAIRS & MAINTENANCE	4,944	2,744	4,500	7,873	3,500	(1,000)	-22.22%
101-666-940	(Misc. Repairs at the Community Center Building) RENTAL EQUIPMENT	0	0	0	832	2,400	2,400	#DIV/0!
101-666-970	Copier Lease @ \$200/Mth) EQUIPMENT	6	62	250	219	0	(250)	-100.00%
Totals for dept 666-COMMUNITY CENTER		95,786	100,210	119,335	105,021	112,582	(6,753)	-5.66%
Dept 753-RECREATION BOARD								
101-753-727	SUPPLIES	0	0	10,000	3,859	4,500	(5,500)	-55.00%
101-753-767	PARKS LIGHTING	0	0	0	0	0	0	#DIV/0!
101-753-931	PARKS MAINTENANCE	0	0	0	0	500	500	#DIV/0!
Bark Park Waste Pickup								
Totals for dept 753-RECREATION BOARD		0	0	10,000	3,859	5,000	(5,000)	-50.00%
Dept 754-LAND PRESERVATION								
101-754-727	SUPPLIES	0	0	0	0	0	0	#DIV/0!
101-754-810	CONSULTANTS	0	0	0	0	3,000	3,000	#DIV/0!
101-754-851	Identifying key properties and researching grants to be used toward the purchase of said properties POSTAGE	0	0	0	0	500	500	#DIV/0!

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	Public Education							
101-754-900	PRINTING AND PUBLICATIONS	0	0	0	0	1,500	1,500	#DIV/0!
	Public Education							
Totals for dept 754 - LAND PRESERVATION		0	0	0	0	5,000	5,000	#DIV/0!
Dept 757-PARKS								
101-757-801	PLANNER FEES	0	0	16,684	15,190	0	(16,684)	-100.00%
Totals for dept 757-PARKS		0	0	16,684	15,190	0	(16,684)	-100.00%
Dept 850-TOWNSHIP CONTINGENCY								
101-850-905	CONTINGENCY FUNDS	645	(18)	5,000	3,041	5,000	0	0
Totals for dept 850-TOWNSHIP CONTINGENCY		645	(18)	5,000	3,041	5,000	0	0
Dept 900-CAPITAL OUTLAY								
101-900-972	COMPUTER	8,926	15,545	4,000	1,985	2,000	(2,000)	-50.00%
101-900-974	VEHICLES		0	0	0	0	0	#DIV/0!
101-900-975	Township Vehicle purchase from Police/Fire CONSTRUCTION	0	52,096	0	0	0	0	#DIV/0!
101-900-978	PSB improvements. Flooring at Community Center. Barker Rd. Improvements. LAND ACQUISITION	98,583	865	360,940	360,728	0	(360,940)	-100.00%
Totals for dept 900-CAPITAL OUTLAY		107,509	68,506	364,940	362,713	2,000	(362,940)	-99.45%
Dept 905-DEBT SERVICE								
101-905-985	PSB SHARE OF BOND PMT	85,221	87,822	84,696	84,695	83,334	(1,362)	-1.61%
Totals for dept 905-DEBT SERVICE		85,221	87,822	84,696	84,695	83,334	(1,362)	-1.61%

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Dept 999	TRANSFERS OUT							
101-999-999	TRANSFER OUT	0	0	250,000	250,000	0	(250,000)	-100.00%
Totals for dept 999-		0	0	250,000	250,000	0	(250,000)	-100.00%
TOTAL APPROPRIATIONS		1,271,867	1,245,166	2,026,556	1,912,636	1,610,546	(416,010)	-20.53%
NET OF REVENUES/APPROPRIATIONS - FUND		781	53,335	(737,081)	(627,387)	1,016	738,097	-100.14%
BEGINNING FUND BALANCE		1,549,378	1,550,163	1,603,499	1,603,499	976,112		
ENDING FUND BALANCE		1,550,159	1,603,498	866,418	976,112	977,129		
				Fund Bal % 43%	Fund Bal % 51%	Fund Bal % 61%		

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Fund 287: BUILDING DEPARTMENT FUND
2017-2018 FISCAL YEAR
AS OF 6/30/17

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 06/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
ESTIMATED REVENUES								
Dept 000								
287-000-481	SIGN PERMITS	0	180	0	0	0	0	#DIV/0!
287-000-484	BUILDING PLAN REVIEW FEES	3,243	5,318	6,960	8,149	6,960	0	0
287-000-485	BUILDING PERMIT FEES	35,170	45,800	72,870	118,052	72,870	0	0
287-000-486	CONTRACTOR'S REGISTRATION	2,340	2,550	2,500	2,700	2,500	0	0
287-000-488	TRADE PERMIT FEES	32,054	37,105	45,730	42,480	45,730	0	0
287-000-626	COPY & FOIA INCOME	0	0	0	130	0	0	#DIV/0!
287-000-671	REIMBURSEMENT/OTHER INCOME	0	56	0	0	0	0	#DIV/0!
Totals for dept 000-		72,807	91,009	128,060	171,511	128,060	0	0
TOTAL ESTIMATED REVENUES		72,807	91,009	128,060	171,511	128,060	0	0
APPROPRIATIONS								
Dept 226-PERSONNEL								
287-226-703	SALARIES	0	0	0	0	20,800	20,800	#DIV/0!
Code Enforcement moved from GF (\$25/hr x 16 hrs/wk 52 wks)								
287-226-715	SOCIAL SECURITY	0	0	0	0	1,591	1,591	#DIV/0!
Salaries x 7.65%								
287-226-731	WORKERS COMP INSURANCE	0	0	500	480	491	(9)	-1.80%
287-226-927	ALLOCATE TO DEPARTMENTS	18,341	15,613	37,397	38,279	38,519	1,122	3.00%
3% increase								
Totals for dept 226-PERSONNEL		18,341	15,613	37,897	38,759	61,401	23,504	62.02%
Dept 261-GOVERNMENT SHARED SERVICES								

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 287: BUILDING DEPARTMENT FUND

2017-2018 FISCAL YEAR

AS OF 6/30/17

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 06/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
287-261-725	BUILDING INSPECTIONS	31,200	41,551	27,163	22,065	27,163	0	0
287-261-737	PLAN REVIEW	0	0	5,800	0	5,800	0	0
287-261-738	MISC BUILDING ADMINISTRATION	0	0	3,000	0	3,000	0	0
Totals for dept 261-GOVERNMENT SHARED SERVICES		31,200	41,551	35,963	22,065	35,963	0	0
Dept 270-LEGAL/PROFESSIONAL								
287-270-722	CONTROLLER (5% of Total Cost)	1,634	2,803	2,881	2,310	2,519	(362)	-12.57%
287-270-802	AUDIT FEES (5% of Total Cost)	900	900	900	900	900	0	0
287-270-823	ZONING ADMINISTRATION	0	810	1,000	779	1,000	0	0
Totals for dept 270-LEGAL/PROFESSIONAL		2,534	4,513	4,781	3,988	4,419	(362)	-7.57%
Dept 301-OPERATING COSTS								
287-301-725	ELECTRIC, PLUMB & MECH INSPECTIONS	5,545	8,595	23,994	19,710	23,994	0	0
287-301-727	SUPPLIES	392	1,216	500	42	500	0	0
287-301-818	CONTRACTUAL SERVICES	0	0	30,000	0	0	(30,000)	-100.00%
287-301-850	COMMUNICATION	346	38	450	440	450	0	0
287-301-910	INSURANCE & BONDS	0	0	600	600	900	300	50.00%
287-301-927	ALLOCATE TO DEPARTMENTS	0	0	4,070	2,329	4,200	130	3.19%
Totals for dept 301-OPERATING COSTS		6,283	9,849	59,614	23,121	30,044	(29,570)	-49.60%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 287: BUILDING DEPARTMENT FUND

2017-2018 FISCAL YEAR

AS OF 6/30/17

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 06/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
	TOTAL APPROPRIATIONS	58,358	71,526	138,255	87,933	131,827	(6,428)	-4.65%
	NET OF REVENUES/APPROPRIATIONS - FUND :	14,449	19,483	(10,195)	83,578	(3,767)	6,428	-63.05%
	BEGINNING FUND BALANCE	65,414	79,862	99,346	99,346	182,924		
	ENDING FUND BALANCE	79,863	99,345	89,151	182,924	179,157		
				Fund Balance 64%	Fund Balance 208%	Fund Balance 136%		

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 248: DDA FUND
2017-2018 FISCAL YEAR
AS OF 6/30/17

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 6/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
ESTIMATED REVENUES								
Dept 000								
248-000-671	REIMBURSEMENT/OTHER INCOME	4	0	0	0	0	0	#DIV/0!
Totals for dept 000-		4	0	0	0	0	0	#DIV/0!
TOTAL ESTIMATED REVENUES		4	0	0	0	0	0	#DIV/0!
APPROPRIATIONS								
Dept 301-OPERATING COSTS								
248-301-800	OTHER PROFESSIONAL FEES	5,538	0	5,000	0	5,000	0	0
248-301-801	PLANNER FEES	0	0	10,000	5478	15,000	5,000	50.00%
\$25,000 for McKenna for Planning								
248-301-816	GROUNDS/CLEANG/JANITORL SERVIC	0	0	1,000	0	1,000	0	0
Totals for dept 301-OPERATING COSTS		5,538	0	16,000	5,478	21,000	5,000	31.25%
Dept 449-ROAD WORK								
248-449-814	ROAD IMPROVEMENTS	20,000	0	4,538	2,269	0	(4,538)	-100.00%
\$4,538 for asphalt repair and restriping for 75 Barker Rd (Reimbursement for half requested from BOT) will be paid in 2017								
Totals for dept 449-ROAD WORK		20,000	0	4,538	2,269	0	(4,538)	-100.00%
Dept 900-CAPITAL OUTLAY								
248-900-925	STREETSCAPING		242	5,000	3,317	500	(4,500)	-90.00%
\$500 added for flowers for Main Street Beautification								
Totals for dept 900-CAPITAL OUTLAY			242	5,000	3,317	500	(4,500)	-90.00%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 248: DDA FUND
 2017-2018 FISCAL YEAR
 AS OF 6/30/17

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 6/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
	TOTAL APPROPRIATIONS	25,538	242	25,538	11,064	21,500	(4,038)	-15.81%
	NET OF REVENUES/APPROPRIATIONS - FUND	(25,534)	(242)	(25,538)	(11,064)	(21,500)	4,038	-15.81%
	BEGINNING FUND BALANCE	91,499	65,965	65,724	65,724	54,660		
	ENDING FUND BALANCE	65,965	65,723	40,186	54,660	33,160		
				Fund Balance 157%	Fund Balance 494%	Fund Balance 154%		

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 230: DONATION FUND

2017-2018 FISCAL YEAR

AS OF 6/30/17

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 6/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
ESTIMATED REVENUES								
Dept 000								
230-000-690	DONATION - DOG PARK	0	0	500	0	0	(500)	-100.00%
230-000-691	DONATION - FIREWORKS	1,200	0	0	0	0	0	#DIV/0!
230-000-692	DONATION - EVENTS/COMMUNITY PROJECTS	2,300	0	0	0	0	0	#DIV/0!
Totals for dept 000-		3,500	0	500	0	0	(500)	-100.00%
TOTAL ESTIMATED REVENUES		3,500	0	500	0	0	(500)	-100.00%
APPROPRIATIONS								
Dept 301-OPERATING COSTS								
230-301-903	KIWANIS	1,025	1,400	0	0	0	0	#DIV/0!
230-301-904	EVENTS/COMMUNITY PROJECTS	1,377	1,875	0	(475)	0	0	#DIV/0!
230-301-905	BARK PARK	0	1,537	500	257	0	(500)	-100.00%
	<i>Move to Recreation Board Park Maintenance 101-753-770</i>							
Totals for dept 301-OPERATING COSTS		2,402	4,812	500	(218)	0	(500)	-100.00%
TOTAL APPROPRIATIONS		2,402	4,812	500	(218)	0	(500)	-100.00%
NET OF REVENUES/APPROPRIATIONS - FUND :		1,098	(4,812)	0	218	0	0	#DIV/0!
BEGINNING FUND BALANCE		4,064	5,163	351	351	569		
ENDING FUND BALANCE		5,162	351	351	569	569		

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 216: FIRE FUND
2017-2018 FISCAL YEAR
AS OF 6/30/17

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 6/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
ESTIMATED REVENUES								
Dept 000								
216-000-402	CURRENT PROPERTY TAX <small>(Based on 2018 New Millage Proposal at 2%)--NOTE: THE MILLAGE HAS EXPIRED</small>	616,776	632,874	634,062	632,391	682,654	48,592	7.66%
216-000-445	PENALTY & INTEREST ON TAXES	944	220	200	203	200	0	0
216-000-482	HOUSE NUMBERS	800	240	300	560	500	200	66.67%
216-000-588	CONTRIBUTION OTHER FUND(S) <small>(Annual Contribution from General Fund)</small>	25,000	25,000	25,000	25,000	25,000	0	0
216-000-590	GRANT INCOME	4,841	0	306,800	284,357	0	(306,800)	-100.00%
216-000-626	COPY & FOIA INCOME	25	31	50	29	50	0	0
216-000-635	EMERGENCY COST RECOVERY	9,568	16,190	20,000	19,249	20,000	0	0
216-000-639	DRIVEWAY INSPECTIONS	750	680	600	590	600	0	0
216-000-671	REIMBURSEMENT/OTHER INCOME <small>(Football Standby and German Park EMS)</small>	2,583	7,296	2,000	1,282	2,000	0	0
216-000-673	SALE OF FIXED ASSET	980	409	52,000	0	90,000	38,000	73.08%
216-000-675	CONTRIBUTION-PRIVATE SOURCES	0	0	0	200	0	0	#DIV/0!
216-000-684	CELL TOWER INCOME <small>(\$16,800 x 1.02 = 17,136 x 25% Twp; 75% Fire)</small>	0	0	0	8,400	12,852	12,852	#DIV/0!
Totals for dept 000-		662,267	682,940	1,041,012	972,262	833,856	(207,156)	-19.90%
Dept 336-CONTRIBUTIONS								
216-336-588	CONTRIBUTION OTHER FUND(S)	5,890	0	0	0	0	0	#DIV/0!
216-336-683	CONTRIBUTION - INDEPENDENCE DAY CELEBI	1,000	1,000	1,000	1,000	1,000	0	0

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 216: FIRE FUND
2017-2018 FISCAL YEAR
AS OF 6/30/17

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 6/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
Totals for dept 336-CONTRIBUTIONS		6,890	1,000	1,000	1,000	1,000	0	0
Dept 960								
216-960-935	TRANSFER IN	0	0	250,000	250,000	0	(250,000)	-100.00%
Totals for dept 960-		0	0	250,000	250,000	0	(250,000)	-100.00%
TOTAL ESTIMATED REVENUES		669,157	683,940	1,292,012	1,223,262	834,856	(457,156)	-35.38%
APPROPRIATIONS								
Dept 226-PERSONNEL								
216-226-701	SALARIES	79,221	79,310	85,310	88,130	87,016	1,706	2.00%
216-226-702	2% Pay Increase SALARIES	123,046	128,291	160,000	146,461	160,000	0	0
216-226-705	ADMINISTRATIVE ASSISTANT	5,758	3,998	8,000	2,340	5,000	(3,000)	-37.50%
216-226-708	SALARIES-PART TIME	52,991	38,735	60,000	43,824	55,000	(5,000)	-8.33%
216-226-712	(Paid-on-Call) SALARIES - OFFICERS	8,925	8,500	12,000	7,175	11,000	(1,000)	-8.33%
216-226-715	SOCIAL SECURITY	21,627	20,262	25,806	22,797	24,328	(1,478)	-5.73%
216-226-716	HOSPITALIZATION	24,931	23,991	26,720	24,831	24,755	(1,965)	-7.35%
216-226-717	(\$1,638.19 x 5 Mths plus (\$1,638.19 x 1.10) x 7 Mths plus \$3,950 HSA Contribution) LIFE/DISB. INSURANCE	845	845	945	845	1,041	96	10.16%
216-226-718	(\$86.69 x 12 Mths) PENSION	7,913	7,931	8,531	8,813	8,701	170	1.99%
216-226-730	(Base Pay x 10%) MEDICAL TESTING	585	949	3,500	885	8,000	4,500	128.57%
All employees need physicals this year								

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 216: FIRE FUND
2017-2018 FISCAL YEAR
AS OF 6/30/17

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 6/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
216-226-731	WORKERS COMP INSURANCE	9,600	10,574	16,149	14,227	16,943	794	4.92%
	From Invoice							
216-226-927	ALLOCATE TO DEPARTMENTS (PSB Director @ 50% of Total Salary & Benefit Package Allocated to Police)	(59,485)	(59,072)	(64,016)	(58,732)	(64,000)	16	-0.02%
216-226-957	TRAINING & DEVELOPMENT	4,567	9,202	12,000	6,649	12,000	0	0
216-226-958	TRAINING WAGES	12,739	8,054	12,000	12,864	12,000	0	0
Totals for dept 226-PERSONNEL		293,263	281,570	366,945	321,108	361,784	(5,161)	-1.41%
Dept 265-HALL AND GROUNDS								
216-265-816	GROUND/CLEANG/JANITORL SERVIC (Station #2 Snow Plowing)	1,610	1,140	2,000	814	2,000	0	0
216-265-821	PSB MAINT & OPS ALLOCATION	44,889	37,848	45,000	31,734	47,000	2,000	4.44%
Totals for dept 265-HALL AND GROUNDS		46,499	38,988	47,000	32,548	49,000	2,000	4.26%
Dept 270-LEGAL/PROFESSIONAL								
216-270-722	CONTROLLER (12.5% of Total Cost)	8,171	7,007	7,203	5,775	6,298	(905)	-12.56%
216-270-802	AUDIT FEES (12.5% of Total Cost)	3,060	2,250	2,250	2,250	2,250	0	0
216-270-803	LEGAL	0	0	2,000	0	2,000	0	0
Totals for dept 270-LEGAL/PROFESSIONAL		11,231	9,257	11,453	8,025	10,548	(905)	-7.90%
Dept 301-OPERATING COSTS								
216-301-727	SUPPLIES Medical Supplies, including oxygen	6,530	8,682	8,000	7,364	10,000	2,000	25.00%
216-301-741	UNIFORMS/GEAR & ALLOWANCE	13,502	7,840	15,200	3,994	10,000	(5,200)	-34.21%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 216: FIRE FUND
2017-2018 FISCAL YEAR
AS OF 6/30/17

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 6/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
216-301-807	(Turn Out Gear) MEMBERSHIP DUES	1,175	1,430	1,500	1,655	2,500	1,000	66.67%
216-301-818	CONTRACTUAL SERVICES	1,594	1,505	2,000	1,616	2,000	0	0
216-301-820	DISPATCH SERVICES	10,274	11,793	13,000	12,026	10,810	(2,190)	-16.85%
216-301-850	COMMUNICATION	4,231	5,746	8,000	6,308	8,000	0	0
216-301-851	POSTAGE	100	37	50	1	50	0	0
216-301-900	PRINTING & PUBLICATIONS	204	0	200	146	500	300	150.00%
216-301-910	INSURANCE & BONDS	54,585	38,928	39,712	35,649	36,990	(2,722)	-6.85%
216-301-920	UTILITIES	9,098	7,318	5,500	4,951	6,000	500	9.09%
216-301-929	(Propane at Station #2 - Credit from FY 17 due to warmer weather) GRANT EXPENSE	0	0	301,600	296,374	0	(301,600)	-100.00%
216-301-930	REPAIRS & MAINTENANCE	2,816	4,219	8,000	6,368	7,000	(1,000)	-12.50%
216-301-932	(Station #2 Repairs) RADIO REPAIR	2,200	2,600	2,500	141	2,500	0	0
216-301-938	CHARGEBACKS - PRIOR TAX YEARS	5,521	914	0	491	0	0	#DIV/0!
216-301-972	COMPUTER	0	3,304	4,500	3,828	6,000	1,500	33.33%
	Computer Leasing							
Totals for dept 301-OPERATING COSTS		111,830	94,316	409,762	380,912	102,350	(307,412)	-75.02%
Dept 333-TRANSPORTATION								
216-333-860	FUEL & MILEAGE	10,337	7,185	10,000	8,531	11,000	1,000	10.00%
216-333-930	(Gas for Fire Trucks) REPAIRS & MAINTENANCE	21,273	24,213	30,000	25,733	30,000	0	0
	(Repairs to Fire Trucks that Continue to Age)							

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 216: FIRE FUND
2017-2018 FISCAL YEAR
AS OF 6/30/17

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 6/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
Totals for dept 333-TRANSPORTATION		31,610	31,398	40,000	34,264	41,000	1,000	2.50%
Dept 900-CAPITAL OUTLAY								
216-900-970	EQUIPMENT (Misc. Equipment)	3,898	5,908	260,000	10,484	12,000	(248,000)	-95.38%
216-900-972	COMPUTER	704	0	0	0	0	0	#DIV/0!
216-900-974	VEHICLE Fire Truck Purchase	0	0	65,000	64,730	470,000	405,000	623.08%
Totals for dept 900-CAPITAL OUTLAY		4,602	5,908	325,000	75,214	482,000	157,000	48.31%
Dept 905-DEBT SERVICE								
216-905-985	PSB SHARE OF BOND PMT (1/3 of Total Pymt - Final Pymt in 2023)	85,221	87,822	84,696	84,695	90,045	5,349	6.32%
216-905-991	DEBT SERVICE - PRINCIPAL	43,775	45,899	0	0	0	0	#DIV/0!
216-905-995	DEBT SERVICE - INTEREST	4,349	2,226	0	0	0	0	#DIV/0!
Totals for dept 905-DEBT SERVICE		133,345	135,947	84,696	84,695	90,045	5,349	6.32%
TOTAL APPROPRIATIONS		632,380	597,384	1,284,856	936,765	1,136,727	(148,129)	-11.53%
NET OF REVENUES/APPROPRIATIONS - FUND		36,777	86,556	7,156	286,496	(301,871)	(309,027)	-4318.43%
BEGINNING FUND BALANCE		412,432	449,206	535,762	535,762	822,258		
ENDING FUND BALANCE		449,209	535,762	542,918	822,258	520,387		
				Fund Balance 42%	Fund Balance 88%	Fund Balance 46%		

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 266: FEDERAL NARC FUND

2017-2018 FISCAL YEAR

AS OF 6/30/17

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 06/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
ESTIMATED REVENUES								
Dept 000								
266-000-661	FORFEITURES	93,272	104,628	100,000	45,690	100,000	0	0
Totals for dept 000-		93,272	104,628	100,000	45,690	100,000	0	0
TOTAL ESTIMATED REVENUES		93,272	104,628	100,000	45,690	100,000	0	0
APPROPRIATIONS								
Dept 301-OPERATING COSTS								
266-301-727	SUPPLIES	9,537	12,153	12,000	5,232	12,000	0	0
266-301-956	MISCELLANEOUS	4,588	6,636	12,000	4,656	12,000	0	0
Totals for dept 301-OPERATING COSTS		14,125	18,789	24,000	9,888	24,000	0	0
Dept 336-CONTRIBUTIONS								
266-336-967	CONTRIBUTION-LAW ENFORCEMENT	35,000	35,000	35,000	35,000	35,000	0	0
Totals for dept 336-CONTRIBUTIONS		35,000	35,000	35,000	35,000	35,000	0	0
Dept 900-CAPITAL OUTLAY								
266-900-970	EQUIPMENT	137,069	162,997	85,000	33,575	48,000	(37,000)	-43.53%
266-900-974	VEHICLE	62,874	0	125,000	101,672	0	(125,000)	-100.00%
Totals for dept 900-CAPITAL OUTLAY		199,943	162,997	210,000	135,247	48,000	(162,000)	-77.14%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 266: FEDERAL NARC FUND

2017-2018 FISCAL YEAR

AS OF 6/30/17

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 06/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
	TOTAL APPROPRIATIONS	249,068	216,786	269,000	180,135	107,000	(162,000)	-60.22%
	NET OF REVENUES/APPROPRIATIONS - FUND :	(155,796)	(112,158)	(169,000)	(134,444)	(7,000)	162,000	-95.86%
	BEGINNING FUND BALANCE	515,709	359,912	247,754	247,754	113,310		
	ENDING FUND BALANCE	359,913	247,754	78,754	113,310	106,310		

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 207: POLICE FUND

2017-2018 FISCAL YEAR

AS OF 6/30/17

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 6/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
ESTIMATED REVENUES								
Dept 000								
207-000-402	CURRENT PROPERTY TAX (Based on 2017 Millage Rates)	1,379,181	1,415,162	1,483,156	1,479,273	1,514,980	31,824	2.15%
207-000-445	PENALTY & INTEREST ON TAXES	2,112	491	500	473	500	0	0
207-000-570	LIQUOR LICENSE & PERMITS	2,635	3,165	3,000	3,386	3,000	0	0
207-000-626	COPY & FOIA INCOME	2,284	1,562	1,600	1,225	1,300	(300)	-18.75%
207-000-635	EMERGENCY COST RECOVERY	0	0	0	7,595	1,000	1,000	#DIV/0!
207-000-656	FINES & COURT FEES	25,063	19,740	30,000	17,730	22,000	(8,000)	-26.67%
207-000-658	IMPOUND FEES	2,140	2,320	2,500	4,240	3,000	500	20.00%
207-000-664	FEES PAID FOR OFFICER WAGES (German Park Reimbursement of Overtime)	6,298	6,160	6,650	3,909	6,500	(150)	-2.26%
207-000-671	REIMBURSEMENT/OTHER INCOME	3,400	4,516	3,000	4,652	3,000	0	0
207-000-673	SALE OF FIXED ASSET Vehicles sold at auction.	605	15,658	15,000	0	9,000	(6,000)	-40.00%
207-000-681	OT REIMBURSEMENT	17,110	17,734	17,000	12,356	17,000	0	0
Totals for dept 000-		1,440,828	1,486,508	1,562,406	1,534,839	1,581,280	18,874	1.21%
Dept 336-CONTRIBUTIONS								
207-336-588	CONTRIBUTION OTHER FUND(S) (From the Fed. NARC Fund to Cover a Portion of the PSB Bond Payment - \$45,000)	41,000	35,000	35,000	35,000	35,000	0	0
207-336-683	CONTRIBUTION - INDEPENDENCE DAY CELEBF	1,500	1,500	1,500	1,500	1,500	0	0
Totals for dept 336-CONTRIBUTIONS		42,500	36,500	36,500	36,500	36,500	0	0

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 207: POLICE FUND

2017-2018 FISCAL YEAR

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GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 6/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
TOTAL ESTIMATED REVENUES		1,483,328	1,523,008	1,598,906	1,571,339	1,617,780	18,874	1.18%
APPROPRIATIONS								
Dept 226-PERSONNEL								
207-226-701	SALARIES	195,514	182,393	202,947	192,939	207,984	5,037	2.48%
207-226-702	2.5% increase for Police Chief SALARIES	386,642	399,017	406,384	454,606	436,916	30,532	7.51%
207-226-704	CLERICAL/DEP /SUPER/ELECTION	63,952	72,810	71,508	69,204	73,653	2,145	3.00%
207-226-708	SALARIES-PART TIME	30,632	30,135	50,000	42,107	40,000	(10,000)	-20.00%
207-226-710	JANITORIAL SALARIES	8,240	8,725	8,840	8,925	9,061	221	2.50%
207-226-711	(Twice/Wk - 104 x \$85/Cleaning) SALARIES-OVERTIME	52,947	44,771	50,000	48,071	40,000	(10,000)	-20.00%
207-226-714	HOLIDAY	34,215	35,064	36,306	36,306	39,654	3,348	9.22%
207-226-715	(Additional Pay for Holidays Paid Annually in December) SOCIAL SECURITY	60,958	60,767	64,121	67,007	68,000	3,879	6.05%
207-226-716	HOSPITALIZATION	159,261	144,256	158,000	138,471	114,915	(43,085)	-27.27%
207-226-717	(\$6,888.84 x 5 Mths plus (\$6,888.84 x 1.10) x 7 Mths plus \$27,425 HSA Contribution) LIFE/DISB. INSURANCE	7,673	7,646	8,028	7,879	9,605	1,577	19.64%
207-226-718	(\$800.38 x 12 Mths) PENSION	60,782	61,937	65,104	67,587	70,000	4,896	7.52%
207-226-719	(Base Salary x 10%) EMPLOYEE FRINGE-LONGEVITY	5,400	5,700	6,000	6,000	6,000	0	0
207-226-721	UNEMPLOYMENT BENEFITS	0	78	0	0	0	0	#DIV/0!
207-226-730	MEDICAL TESTING	146	307	500	0	500	0	0
207-226-731	WORKERS COMP INSURANCE	15,023	16,470	25,225	22,216	25,640	415	1.65%
207-226-741	UNIFORMS/GEAR & ALLOWANCE	6,200	5,900	6,200	5,991	7,000	800	12.90%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 207: POLICE FUND

2017-2018 FISCAL YEAR

AS OF 6/30/17

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 6/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
207-226-927	(Per Union Contract) ALLOCATE TO DEPARTMENTS	59,485	59,072	64,016	58,732	64,000	(16)	-0.02%
207-226-957	(PSB Director @ 50% of Total Salary & Benefit Package Allocated from Fire) TRAINING & DEVELOPMENT	50	0	1,000	225	1,000	0	0
Totals for dept 226-PERSONNEL		1,147,120	1,135,048	1,224,179	1,226,266	1,213,928	(10,251)	-0.84%
Dept 265-HALL AND GROUNDS								
207-265-821	PSB MAINT & OPS ALLOCATION	44,889	37,848	45,000	31,734	46,667	1,667	3.70%
Totals for dept 265-HALL AND GROUNDS		44,889	37,848	45,000	31,734	46,667	1,667	3.70%
Dept 270-LEGAL/PROFESSIONAL								
207-270-722	CONTROLLER (12.5% of Total Cost)	8,171	7,007	7,203	5,775	6,298	(905)	-12.56%
207-270-802	AUDIT FEES (12.5% of Total Cost)	3,060	2,250	2,250	2,250	2,250	0	0
207-270-803	LEGAL (\$39,600 Allocated from General; \$400 Other)	39,600	40,600	40,000	41,188	40,000	0	0
Totals for dept 270-LEGAL/PROFESSIONAL		50,831	49,857	49,453	49,212	48,548	(905)	-1.83%
Dept 301-OPERATING COSTS								
207-301-727	SUPPLIES	6,090	4,732	5,000	5,780	7,000	2,000	40.00%
207-301-741	UNIFORMS/GEAR & ALLOWANCE	58	0	0	0	1,000	1,000	#DIV/0!
207-301-807	MEMBERSHIP DUES Police Chief Association	760	745	1,000	636	1,000	0	0
207-301-818	CONTRACTUAL SERVICES	13,914	18,273	18,000	10,985	20,000	2,000	11.11%
207-301-820	DISPATCH SERVICES	63,347	63,347	68,000	58,068	70,040	2,040	3.00%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 207: POLICE FUND

2017-2018 FISCAL YEAR

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GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 6/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
207-301-850	COMMUNICATION	13,547	14,390	20,000	13,219	20,000	0	0
207-301-851	POSTAGE	321	206	250	105	250	0	0
207-301-900	PRINTING & PUBLICATIONS	100	461	500	101	500	0	0
207-301-910	INSURANCE & BONDS	17,226	28,267	28,870	32,882	34,222	5,352	18.54%
207-301-930	REPAIRS & MAINTENANCE	1,589	1,977	4,000	2,408	7,000	3,000	75.00%
207-301-932	Projected increase in IT support RADIO REPAIR	1,100	880	1,100	0	1,100	0	0
207-301-938	CHARGEBACKS - PRIOR TAX YEARS	12,347	2,043	0	1,097	0	0	#DIV/0!
207-301-940	RENTAL EQUIPMENT	1,568	1,379	3,000	2,608	3,000	0	0
207-301-972	COMPUTER	2,400	0	0	0	15,000	15,000	#DIV/0!
Leasing Computers - No longer utilizing funds from Fed NARC for this line								
Totals for dept 301-OPERATING COSTS		134,367	136,700	149,720	127,888	180,112	30,392	20.30%
Dept 333-TRANSPORTATION								
207-333-860	FUEL & MILEAGE	21,948	17,347	16,000	20,029	18,000	2,000	12.50%
(Gas for Police Vehicles - Includes increase for higher gas prices)								
207-333-930	REPAIRS & MAINTENANCE	13,727	13,793	11,000	10,039	11,000	0	0
(Repairs to Police Vehicles)								
Totals for dept 333-TRANSPORTATION		35,675	31,140	27,000	30,068	29,000	2,000	7.41%
Dept 900-CAPITAL OUTLAY								
207-900-972	COMPUTER	73	0	0	0	0	0	#DIV/0!
Totals for dept 900-CAPITAL OUTLAY		73	0	0	0	0	0	#DIV/0!

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 207: POLICE FUND

2017-2018 FISCAL YEAR

AS OF 6/30/17

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 6/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
Dept 905-DEBT SERVICE								
207-905-985	PSB SHARE OF BOND PMT <i>(1/3 of Total Pymt - Final Pymt in 2023)</i>	85,221	87,822	84,696	84,695	83,334	(1,362)	-1.61%
Totals for dept 905-DEBT SERVICE		85,221	87,822	84,696	84,695	83,334	(1,362)	-1.61%
TOTAL APPROPRIATIONS		1,498,176	1,478,415	1,580,048	1,549,862	1,601,589	21,541	1.36%
NET OF REVENUES/APPROPRIATIONS - FUND :		(14,848)	44,593	18,858	21,476	16,191	(2,667)	-14.14%
BEGINNING FUND BALANCE		470,378	455,531	500,126	500,126	521,602		
ENDING FUND BALANCE		455,530	500,124	518,984	521,602	537,793		
				Fund Balance 33%	Fund Balance 34%	Fund Balance 34%		

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 265: STATE NARC FUND

2017-2018 FISCAL YEAR

AS OF 6/30/17

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 6/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
ESTIMATED REVENUES								
Dept 000								
265-000-661	FORFEITURES	74,709	92,543	58,000	66,661	58,000	0	0
Totals for dept 000-		74,709	92,543	58,000	66,661	58,000	0	0
TOTAL ESTIMATED REVENUES		74,709	92,543	58,000	66,661	58,000	0	0
APPROPRIATIONS								
Dept 301-OPERATING COSTS								
265-301-727	SUPPLIES	0	2,819	4,000	2,017	4,000	0	0
265-301-899	FORFEITURE SHARING	13,386	88,017	30,000	7,965	30,000	0	0
265-301-956	MISCELLANEOUS	134	1,116	5,000	2,229	5,000	0	0
265-301-972	COMPUTER	0	5,187	8,000	2,372	4,000	(4,000)	-50.00%
Totals for dept 301-OPERATING COSTS		13,520	97,139	47,000	14,582	43,000	(4,000)	-8.51%
Dept 336-CONTRIBUTIONS								
265-336-967	CONTRIBUTION-LAW ENFORCEMENT	1,000	0	0	0	0	0	#DIV/0!
Totals for dept 336-CONTRIBUTIONS		1,000	0	0	0	0	0	#DIV/0!
Dept 900-CAPITAL OUTLAY								
265-900-970	EQUIPMENT	6,591	1,104	9,000	858	15,000	6,000	66.67%
	Traffic Control Equipment andn Fire Arm Training System							
Totals for dept 900-CAPITAL OUTLAY		6,591	1,104	9,000	858	15,000	6,000	66.67%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 265: STATE NARC FUND

2017-2018 FISCAL YEAR

AS OF 6/30/17

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 6/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
TOTAL APPROPRIATIONS		21,111	98,243	56,000	15,440	58,000	2,000	3.57%
NET OF REVENUES/APPROPRIATIONS - FUND :		53,598	(5,700)	2,000	51,221	0	(2,000)	-100.00%
BEGINNING FUND BALANCE		46,246	99,844	94,144	94,144	145,365		
ENDING FUND BALANCE		99,844	94,144	96,144	145,365	145,365		
				Fund Balance 172%	Fund Balance 941%	Fund Balance 251%		

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 370: PSB DEBT FUND

2017-2018 FISCAL YEAR

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GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 06/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
ESTIMATED REVENUES								
Dept 000								
370-000-402	CURRENT PROPERTY TAX	280,808	274,942	265,135	264,428	279,728	14,593	5.50%
	(Based on 2017 Millage Rates)							
370-000-445	PENALTY & INTEREST ON TAXES	440	101	0	89	100	100	#DIV/0!
370-000-588	CONTRIBUTION OTHER FUND(S)	134,668	113,546	134,968	95,200	140,000	5,032	3.73%
370-000-671	REIMBURSEMENT/OTHER INCOME	0	560	0	0	0	0	#DIV/0!
Totals for dept 000-		415,916	389,149	400,103	359,716	419,828	19,725	4.93%
TOTAL ESTIMATED REVENUES		415,916	389,149	400,103	359,716	419,828	19,725	4.93%
APPROPRIATIONS								
Dept 301-OPERATING COSTS								
370-301-727	SUPPLIES	1,086	925	1,200	1,057	1,500	300	25.00%
370-301-816	GROUNDS/CLEANG/JANITORL SERVIC	11,400	10,190	11,500	7,527	12,000	500	4.35%
370-301-818	CONTRACTUAL SERVICES	7,363	8,867	10,200	6,728	10,000	(200)	-1.96%
370-301-850	COMMUNICATION	2,890	4,162	4,860	5,736	7,000	2,140	44.03%
370-301-910	INSURANCE & BONDS	6,038	7,046	7,208	7,462	7,795	587	8.14%
370-301-920	UTILITIES	71,989	61,907	68,000	56,783	68,000	0	0
370-301-930	REPAIRS & MAINTENANCE	72,383	26,303	30,000	14,423	30,000	0	0
370-301-938	CHARGEBACKS - PRIOR TAX YEARS	2,594	413	2,000	213	2,000	0	0
Totals for dept 301-OPERATING COSTS		175,743	119,813	134,968	99,930	138,295	3,327	2.47%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 370: PSB DEBT FUND

2017-2018 FISCAL YEAR

AS OF 6/30/17

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 06/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
Dept 905-DEBT SERVICE								
370-905-942	3 M BOND BLDG AUTH	0	0	0	0	0	0	#DIV/0!
370-905-943	500K CAPITAL IMP	0	0	0	0	0	0	#DIV/0!
370-905-945	2.415 M PSB BOND (Final Payment April, 2022)	235,000	235,000	230,000	230,000	250,000	20,000	8.70%
370-905-987	INTEREST 3 M BOND	0	(14)	0	0	0	0	#DIV/0!
370-905-992	INTEREST 500K BOND	0	0	0	0	0	0	#DIV/0!
370-905-994	INTEREST 2.415 BOND PSB (Final Payment April, 2022)	46,178	40,640	35,164	35,164	29,728	(5,436)	-15.46%
Totals for dept 905-DEBT SERVICE		281,178	275,626	265,164	265,164	279,728	14,564	5.49%
TOTAL APPROPRIATIONS		456,921	395,439	400,132	365,094	418,023	17,891	4.47%
NET OF REVENUES/APPROPRIATIONS -		(41,005)	(6,290)	(29)	(5,378)	1,805	1,834	-6324.14%
BEGINNING FUND BALANCE		54,215	13,210	6,922	6,922	1,544		
ENDING FUND BALANCE		13,210	6,920	6,893	1,544	3,349		
				Fund Balance 2%	Fund Balance 0%	Fund Balance 1%		

BUDGET REPORT FOR NORTHFIELD TOWNSHIP
Fund 890: NORTH TERRITORIAL SEWER FUND
2017-2018 FISCAL YEAR
AS OF 6/30/17

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 6/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
ESTIMATED REVENUES								
Dept 000								
890-000-665	INTEREST INCOME	2,832	1,898	750	483	750	0	0
890-000-672	SAD INTEREST	49,261	38,781	27,897	27,259	17,902	(9,995)	-35.83%
890-000-690	UNREALIZED GAIN/LOSS	1,868	664	0	0	0	0	#DIV/0!
Totals for dept 000-		53,961	41,343	28,647	27,742	18,652	(9,995)	-34.89%
TOTAL ESTIMATED REVENUES		53,961	41,343	28,647	27,742	18,652	(9,995)	-34.89%
APPROPRIATIONS								
Dept 301-OPERATING COSTS								
890-301-968	DEPRECIATION EXPENSE	74,187	74,187	74,187	74,187	74,187	0	0
Totals for dept 301-OPERATING COSTS		74,187	74,187	74,187	74,187	74,187	0	0
Dept 905-DEBT SERVICE								
890-905-954	AGENT FEES	414	414	450	414	0	(450)	-100.00%
890-905-998	INTEREST NT BOND	24,697	15,829	6,630	6,630	0	(6,630)	-100.00%
Totals for dept 905-DEBT SERVICE		25,111	16,243	7,080	7,044	0	(7,080)	-100.00%
TOTAL APPROPRIATIONS		99,298	90,430	81,267	81,231	74,187	(7,080)	-8.71%
NET OF REVENUES/APPROPRIATIONS -		(45,337)	(49,087)	(52,620)	(53,489)	(55,535)	(2,915)	5.54%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 890: NORTH TERRITORIAL SEWER FUND

2017-2018 FISCAL YEAR

AS OF 6/30/17

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 6/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
	BEGINNING FUND BALANCE	3,027,474	2,980,847	2,931,759	2,931,759	2,878,270		
	FUND BALANCE ADJUSTMENTS	(1,290)	0	0	0	0		
	ENDING FUND BALANCE	2,980,847	2,931,760	2,879,139	2,878,270	2,822,735		

BUDGET REPORT FOR NORTHFIELD TOWNSHIP
Fund 815: 7 MILE SEWER FUND
2017-2018 FISCAL YEAR
AS OF 6/30/17

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 6/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
ESTIMATED REVENUES								
Dept 000								
815-000-665	INTEREST INCOME	575	387	150	98	150	0	0
815-000-672	SAD INTEREST	10,220	9,258	7,950	7,255	6,218	(1,732)	-21.79%
815-000-690	UNREALIZED GAIN/LOSS	376	138	0	0	0	0	#DIV/0!
Totals for dept 000-		11,171	9,783	8,100	7,353	6,368	(1,732)	-21.38%
TOTAL ESTIMATED REVENUES		11,171	9,783	8,100	7,353	6,368	(1,732)	-21.38%
APPROPRIATIONS								
Dept 301-OPERATING COSTS								
815-301-968	DEPRECIATION EXPENSE	17,519	17,519	17,519	17,519	17,519	0	0
Totals for dept 301-OPERATING COSTS		17,519	17,519	17,519	17,519	17,519	0	0
Dept 905-DEBT SERVICE								
815-905-995	DEBT SERVICE - INTEREST	9,001	8,102	7,153	7,153	6,220	(933)	-13.04%
Totals for dept 905-DEBT SERVICE		9,001	8,102	7,153	7,153	6,220	(933)	-13.04%
TOTAL APPROPRIATIONS		26,520	25,621	24,672	24,672	23,739	(933)	-3.78%
NET OF REVENUES/APPROPRIATIONS -		(15,349)	(15,838)	(16,572)	(17,319)	(17,371)	(799)	4.82%
BEGINNING FUND BALANCE		613,438	597,827	581,988	581,988	564,669		
FUND BALANCE ADJUSTMENTS		(263)	0	0	0	0		
ENDING FUND BALANCE		597,826	581,989	565,416	564,669	547,298		

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 825: W.L. SEWER FUND

2017-2018 FISCAL YEAR

AS OF 6/30/17

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 6/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
ESTIMATED REVENUES								
Dept 000								
825-000-445	PENALTY & INTEREST ON TAXES	0	15	0	56	0	0	#DIV/0!
825-000-668	BOND PROCEEDS	0	800,000	0	0	0	0	#DIV/0!
825-000-672	SAD INTEREST	0	0	38,000	38,000	36,000	(2,000)	-5.26%
Totals for dept 000-		0	800,015	38,000	38,056	36,000	(2,000)	-5.26%
TOTAL ESTIMATED REVENUES		0	800,015	38,000	38,056	36,000	(2,000)	-5.26%
APPROPRIATIONS								
Dept 301-OPERATING COSTS								
825-301-968	DEPRECIATION EXPENSE	0	0	12,000	12,000	12,000	0	0
Totals for dept 301-OPERATING COSTS		0	0	12,000	12,000	12,000	0	0
Dept 905-DEBT SERVICE								
825-905-906	BOND ISSUANCE COST	0	46,842	0	0	0	0	#DIV/0!
825-905-954	AGENT FEES	0	0	500	500	500	0	0
825-905-986	INTEREST EXPENSE - WL SAD BOND	0	0	26,140	26,137	22,394	(3,746)	-14.33%
825-905-998	BOND INTEREST	0	(3,315)	0	0	0	0	#DIV/0!
Totals for dept 905-DEBT SERVICE		0	43,527	26,640	26,637	22,894	(3,746)	-14.06%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 825: W.L. SEWER FUND

2017-2018 FISCAL YEAR

AS OF 6/30/17

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 6/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
	TOTAL APPROPRIATIONS	0	43,527	38,640	38,637	34,894	(3,746)	-9.69%
	NET OF REVENUES/APPROPRIATIONS -	0	756,488	(640)	(581)	1,106	1,746	-272.81%
	BEGINNING FUND BALANCE	0	0	756,488	756,488	755,907		
	ENDING FUND BALANCE	0	756,488	755,848	755,907	757,013		

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 571: WWTP FUND
2017-2018 FISCAL YEAR
AS OF 6/30/17

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 6/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
ESTIMATED REVENUES								
Dept 000								
571-000-445	PENALTY & INTEREST ON TAXES	10	15	0	5	0	0	#DIV/0!
571-000-500	TAP-IN FEES	7,100	25,560	0	28,400	0	0	#DIV/0!
571-000-651	USAGE FEES	1,347,408	1,345,564	1,365,000	1,132,510	1,365,000	0	0
571-000-665	INTEREST INCOME	2,474	3,046	1,500	777	1,500	0	0
571-000-671	REIMBURSEMENT/OTHER INCOME	5,024	9,387	1,800	5,584	1,800	0	0
571-000-672	SAD INTEREST	73	64	55	55	45	(10)	-18.18%
	(Lake Point SAD)							
571-000-690	UNREALIZED GAIN/LOSS	3,008	1,063	0	0	0	0	#DIV/0!
Totals for dept 000-		1,365,097	1,384,699	1,368,355	1,167,330	1,368,345	(10)	0.00%
Dept 336-CONTRIBUTIONS								
571-336-588	CONTRIBUTION OTHER FUND(S)	15,000	0	0	0	0	0	#DIV/0!
Totals for dept 336-CONTRIBUTIONS		15,000	0	0	0	0	0	#DIV/0!
TOTAL ESTIMATED REVENUES		1,380,097	1,384,699	1,368,355	1,167,330	1,368,345	(10)	0.00%
APPROPRIATIONS								
Dept 226-PERSONNEL								
571-226-701	SALARIES	65,310	65,500	65,500	75,252	64,890	(610)	-0.93%
	3% increase for new department head							
571-226-702	SALARIES	184,858	197,156	199,624	201,353	197,501	(2,123)	-1.06%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 571: WWTP FUND
2017-2018 FISCAL YEAR
AS OF 6/30/17

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 6/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
571-226-711	3% increase for employees in new positions, decreased due to promotion of new dept head SALARIES-OVERTIME	11,684	2,308	18,000	5,579	18,540	540	3.00%
571-226-715	3% increase SOCIAL SECURITY	20,032	20,279	21,660	21,445	22,310	650	3.00%
571-226-716	3% increase HOSPITALIZATION	99,421	98,532	108,900	96,147	100,055	(8,845)	-8.12%
571-226-717	(\$6,101.01 x 5 Mths plus (\$6,101.01 x 1.10) x 7 Mths plus \$22,570 HSA Contribution) LIFE/DISB. INSURANCE	3,021	3,021	3,175	2,929	3,447	272	8.57%
571-226-718	(\$287.24 x 12 Mths) PENSION	23,815	24,684	25,417	25,199	28,093	2,676	10.53%
571-226-720	3% increase BANKED PTO	12,359	647	0	0	0	0	#DIV/0!
571-226-731	WORKERS COMP INSURANCE	4,312	4,640	6,750	5,899	6,616	(134)	-1.99%
571-226-957	From Invoice TRAINING & DEVELOPMENT	2,070	670	3,500	630	3,500	0	0
Totals for dept 226-PERSONNEL		426,882	417,437	452,526	434,432	444,952	(7,574)	-1.67%
Dept 270-LEGAL/PROFESSIONAL								
571-270-722	CONTROLLER	13,620	19,621	20,170	16,169	17,633	(2,537)	-12.58%
571-270-802	(35% of Total Cost) AUDIT FEES	6,480	6,300	6,300	6,300	6,300	0	0
571-270-803	(35% of Total Cost) LEGAL	0	0	500	0	500	0	0
571-270-806	ENGINEER	29,127	44,134	30,000	12,079	30,000	0	0
Totals for dept 270-LEGAL/PROFESSIONAL		49,227	70,055	56,970	34,548	54,433	(2,537)	-4.45%
Dept 301-OPERATING COSTS								

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 571: WWTP FUND
2017-2018 FISCAL YEAR
AS OF 6/30/17

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 6/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
571-301-727	SUPPLIES	1,444	1,988	2,500	1,563	2,500	0	0
571-301-740	OPERATING SUPPLIES	41,118	45,465	55,000	44,683	55,000	0	0
571-301-741	UNIFORMS/GEAR & ALLOWANCE	2,771	1,178	2,500	2,413	3,000	500	20.00%
571-301-807	MEMBERSHIP DUES	590	620	1,000	0	1,000	0	0
571-301-817	LAB & TESTING	8,613	4,630	7,000	3,874	7,000	0	0
571-301-819	COLLECTION SYS ANNUAL MAINT	45,319	32,556	55,000	34,439	55,000	0	0
571-301-825	SEWER ADMINISTRATION FEES	35,000	37,500	37,500	37,500	37,500	0	0
571-301-850	COMMUNICATION	4,217	5,701	6,000	4,946	6,000	0	0
571-301-851	POSTAGE	3,501	2,442	2,500	3,570	3,000	500	20.00%
571-301-900	PRINTING & PUBLICATIONS	0	19	200	15	200	0	0
571-301-910	INSURANCE & BONDS	17,016	21,112	21,598	24,272	25,350	3,752	17.37%
571-301-920	UTILITIES	103,261	93,616	100,000	97,878	100,000	0	0
571-301-930	REPAIRS & MAINTENANCE	89,031	45,288	110,000	71,134	110,000	0	0
571-301-940	RENTAL EQUIPMENT	832	828	750	1,247	1,000	250	33.33%
571-301-950	LAND LEASING	258	258	260	0	260	0	0
571-301-968	DEPRECIATION EXPENSE	241,242	255,587	255,461	255,461	245,652	(9,809)	-3.84%
Totals for dept 301-OPERATING COSTS		594,213	548,788	657,269	582,995	652,462	(4,807)	-0.73%

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 571: WWTP FUND
2017-2018 FISCAL YEAR
AS OF 6/30/17

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 6/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT	PCT
Dept 333-TRANSPORTATION								
571-333-860	FUEL & MILEAGE	6,555	4,768	7,000	4,022	7,000	0	0
571-333-930	REPAIRS & MAINTENANCE	36	431	1,500	154	1,500	0	0
Totals for dept 333-TRANSPORTATION		6,591	5,199	8,500	4,176	8,500	0	0
Dept 528-O & M - BOND & INTEREST								
571-528-954	AGENT FEES	648	648	700	648	700	0	0
571-528-989	INTEREST 1992 BOND	15,339	13,939	12,240	12,239	10,520	(1,720)	-14.05%
571-528-995	DEBT SERVICE - INTEREST	38,628	24,758	10,370	10,370	0	(10,370)	-100.00%
	No interest due							
Totals for dept 528-O & M - BOND & INTEREST		54,615	39,345	23,310	23,257	11,220	(12,090)	-51.87%
Dept 900-CAPITAL OUTLAY								
571-900-970	EQUIPMENT	0	0	90,000	59,654	110,000	20,000	22.22%
571-900-972	COMPUTER	1,505	0	0	0	0	0	#DIV/0!
Totals for dept 900-CAPITAL OUTLAY		1,505		90,000	59,654	110,000	20,000	22.22%
TOTAL APPROPRIATIONS		1,133,033	1,080,824	1,288,575	1,139,062	1,281,567	(7,008)	-0.54%
NET OF REVENUES/APPROPRIATIONS - FUND !		247,064	303,875	79,780	28,268	86,778	6,998	8.77%
BEGINNING FUND BALANCE		6,001,763	6,248,829	6,552,702	6,552,702	6,580,970		

BUDGET REPORT FOR NORTHFIELD TOWNSHIP

Fund 571: WWTP FUND
 2017-2018 FISCAL YEAR
 AS OF 6/30/17

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 6/30/17	2017-18 REQUESTED BUDGET	INC/(DEC) FROM 2016-17 AMENDED AMT PCT
	ENDING FUND BALANCE	6,248,827	6,552,704	6,632,482	6,580,970	6,667,748	

Marlene Chockley

From: Stacy J. Belisle <sbelisle@mcgrawmorris.com>
Sent: Wednesday, July 05, 2017 9:45 AM
To: Marlene Chockley
Subject: Employment Agreement
Attachments: Employment Agreement Draft - Board Revisions (Clean).docx; Employment Agreement Draft - Board Revisions.docx

Marlene,

As discussed at the last Board meeting, attached are two versions of the revised employment agreement for Steven Aynes. One version is redlined and the other is clean. The clean version contains all the changes in the redlined document but with all the changes accepted.

Please call or email me with any questions regarding the attached.
Stacy

Stacy J. Belisle
McGraw Morris P.C.
2075 WEST BIG BEAVER ROAD
SUITE 750
TROY, MICHIGAN 48084
Phone: 248.502.4000
Mobile: 313.822.3259
Facsimile: 248.502.4001
Email: SBELISLE@MCGRAWMORRIS.COM
Website: WWW.MCGRAWMORRIS.COM

CONFIDENTIAL AND ATTORNEY/CLIENT PRIVILEGED:

This e-mail and any attachments are confidential, intended for the addressee only and may be attorney/client privileged. If you are not the addressee, then please DO NOT read, copy or distribute the message or any attachment. Please reply to the sender that you received the message in error and delete it. Thank you.

**NORTHFIELD TOWNSHIP
TOWNSHIP MANAGER EMPLOYMENT AGREEMENT**

This Township Manager Employment Agreement (“Agreement”), made and entered into this ___ day of July, 2017, and effective _____, ~~2017~~ on the date on which Aynes executes the agreement (“Effective Date”), by and between Northfield Township, a Michigan General Law Township, whose address is 8350 Main Street, Whitmore Lake, Michigan 48189, hereinafter referred to as “Township” and Steven Aynes, whose address is _____, hereinafter referred to as “Employee” or “Aynes,” both of whom understand as follows:

RECITALS:

WHEREAS, the Township desires to appoint Aynes as the Township Manager pursuant to and employ his services as set forth in MCL 41.75a; and

WHEREAS, Aynes shall perform all duties lawfully directed by the Township Board of Trustees, hereinafter referred to as the “Board,” except for those duties that are delegated by law to another Township official; and

WHEREAS, the Township Manager serves at the pleasure of the Township Board; and

WHEREAS, it is the policy of the Township that its Board of Trustees enacts policies of the Township, and the Township Manager carries out such directives and it is the Township Manager’s role to oversee the day to day administration of the Township’s government;

WHEREAS, the Township Manager’s office is responsible for overseeing the administrative departments that are not under statutory authority of an elected official ~~and the most important duty of the Manager is to facilitate the flow and understanding of ideas and information between and among elected officials, employees, and citizens, as outlined in the job description attached hereto as Exhibit A;~~

WHEREAS, the Township Board, as the Township’s governing body, desires to provide certain benefits, to establish certain conditions of employment and to set working conditions of Aynes; and

WHEREAS, the Township desires to secure and retain the services of Aynes; and

WHEREAS, Aynes desires to accept appointment and employment as the Township Manager.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the Township and Aynes agree as follows:

1. **Incorporation of Recitals.** All of the matters stated in the Recitals of this Agreement are true and correct and are hereby incorporated into the body of this Agreement as through fully set forth in their entirety herein. However, in cases of conflict or ambiguities between the Recitals and the other provisions of this Agreement, the other provisions of this Agreement shall control over matters stated in the Recitals.

2. **Duties.** The Township agrees to employ Aynes as its full-time Township Manager to perform all of the functions and duties specified in the Township's Township Manager job description, adopted by the Board on ~~May 23~~ June 27, 2017 and to perform whatever legally permissible and proper functions and duties as the Township Board from time to time may assign or direct, whether verbal or written. Aynes shall, at all times faithfully, industriously and to the best of his ability, experience, and talents, perform all of the duties that may be required of him or from him pursuant to the express and implicit terms of this Agreement and the assignments or direction of the Board. Subject to approved absences, Aynes shall maintain regular office hours during the Township's regular hours of operation and shall attend all regular and special Board meetings and other Township meetings as needed or as directed by the Board.

- a. **Relationship to Board.** Aynes specifically understands that the Township Board shall have the final authority and the power to direct, control or supervise the manner of Aynes' performance of the duties of Township Manager, which shall be consistent with the laws of the State of Michigan, the direction of the Township Board, and this Agreement. ~~The Township Supervisor Board shall be Aynes' immediate supervisor and the Township Supervisor shall have the authority to in certain cases suspend Aynes with pay pending a hearing before the Township Board.~~ Aynes shall report only to the Township Board, all directives to Aynes shall be made by the Township Board and Aynes serves only at the direction of the Township Board.
- b. **Working Hours.** The Township Manager position is a full time position, consisting of 40 hours per week, in addition to any and all additional work time reasonably required to discharge the duties and responsibilities of the office of the Township Manager, including, but not limited to, any official meetings that are generally attended by the Township Manager.

3. **Salary.** The Board agrees to compensate Aynes at an annual salary of _____ Sixty Thousand Dollars (\$60,000.00), payable in installments at the same time as other employees of the Township are paid. As stated in paragraph 4 of this Agreement, the term of this Agreement governs only the terms and conditions of Aynes' employment set forth herein during Aynes' employment with the Township. Aynes shall remain at all times an at-will employee of the Township, serving at the pleasure of the Board.

4. **Performance Review.** The Board shall annually, during the month of June, beginning in June 2018, conduct an evaluation of Aynes' job performance ("Performance Review"). The process, form, criteria, and format for the Performance Review shall be agreed upon by the Township. The Performance Review process shall include the opportunity for the Board and Aynes to:

- a. conduct an initial formulary meeting in which the Board and Aynes will meet to discuss the goals and objectives applicable to Aynes' position for the prior 12 month performance period and the upcoming 12 month performance period. The initial formulary meeting shall take place within 30 days of the Effective Date of this Agreement and on the same date in each subsequent year of Aynes' employment with the Township;

- b. following the formulary meeting, the Board shall prepare a written Performance Review of Aynes' goals and objectives for the past and upcoming year; ~~the Performance Review shall be presented to Aynes by the Township Supervisor as the Board's liaison;~~
- c. the Board and Aynes shall then meet and discuss the Performance Review; and
- d. the Board shall then present each Board member's written a written summary of the Performance Review resultsEvaluation to Aynes within 30 days of the initial formulary evaluation meeting at an open meeting of the Township Board. Pursuant to Michigan's Open Meetings Act, at Aynes request, the Board and Aynes may meet to discuss the Board's Performance Evaluations with Aynes in a closed session of the Township Board. Within 5 days thereafter, Aynes' Performance Review shall be placed in his personnel file, unless the Board presents Aynes with the Performance Evaluations in a closed session of the Township Board.

In the event the Board determines that Aynes' Performance Review format and/or procedure should be modified and such modifications require new or different performance expectations, then the Board shall have a reasonable period of time to share the revised expected performance goals with Aynes before evaluating Aynes as to the revised goals.

5. **Mileage and Cell Phone.** The Township shall reimburse Aynes for necessary and reasonable approved business travel outside of the Township limits at the standard IRS mileage reimbursement rate. The Township shall provide Aynes with a cell phone, solely at the Township's expense, which Aynes is to use only for Township business. If Aynes chooses not to utilize the Township-provided cell phone, the Township shall not provide him with a stipend.

6. **Professional Development.**

- a. Professional development is understood to be a benefit to the Township as well as Aynes. The Township agrees that subject to budgeted appropriations, Aynes shall be given reasonable opportunity to develop his skills and abilities. The Township hereby agrees to bear reasonable expenses for the registration, travel and expenses of Aynes for preapproved professional meetings, travel and attendance at institutes and seminars and such other national, regional, state and local governmental groups and committees thereof on which Aynes serves or of which Aynes is a member. Any such expenses shall be submitted to the Township for approval prior to incurring the expense. Any such expenses not provided to the Township Board for approval prior to incurring the expense maybe denied and Aynes shall be solely responsible for the expense.
- b. The Township Board shall have final discretion in determining the reasonableness of any professional development activity and for making budget appropriations and approving expenditures.

7. **Employee Benefits.**

- a. Aynes shall be entitled to the same life, medical, dental and vision insurance provided to full time Township employees for himself and his dependents, as set forth in the Township's Employee Handbook. Any subsequent amendments to the Employee Handbook shall be applicable to Aynes.
- b. The Board agrees to provide Aynes with all other employee benefits available to other full-time Township employees, as provided in the Township's Employee Handbook. Any subsequent amendments to the Employee Handbook shall be applicable to Aynes. Aynes is exempt from receiving overtime pursuant to the Fair Labor Standards Act and shall not be entitled to overtime or compensatory time.

8. **Term of Agreement.** The terms and conditions contained in this Agreement will terminate ~~on June 30, 2019~~ two years from the Agreement's Effective Date, unless an addendum establishing a new duration of the terms and conditions contained in this Agreement has been negotiated and executed in writing by the Township Board and Aynes. The duration of this Agreement shall apply only to the terms and conditions set forth in this Agreement and Aynes shall at all times be an at-will employee of the Township, serving at the pleasure of the Township Board.

9. **Termination/Resignation/Severance Pay.** Aynes' employment relationship with the Township may be terminated by the Township Board at any time and for any reason, as set forth herein. In the event that the Township Board determines that it is not in the Township's best interest to continue Aynes' employment, it shall notify Aynes of this intention with thirty (30) days written notice. Should the Board exercise this termination provision, the Board shall have the right and ability to place Aynes on paid administrative leave for the remaining period of his employment with the Township. If the Township elects not to renew this Agreement for an additional term at the time of its expiration, the Township Board shall notify Aynes of this intention not less than ninety (90) days prior to the expiration of the Agreement ~~or by April 1 of each year.~~

- a. **Resignation.** Aynes may voluntarily resign from his employment with the Township at any time and for any reason. If Aynes provides thirty (30) days notice, he shall be entitled to payment for accrued unused vacation, personal and sick leave days unless the parties otherwise agree in writing. If Aynes fails to provide thirty (30) days written notice, Aynes shall not be entitled to payment for accrued unused vacation, personal and sick leave days. If Aynes resigns, he shall not be entitled to any severance pay as provided in subsection 9(b) of this Agreement. In order to be effective, A written resignation by Aynes must be provided to the Township Supervisor in accordance with the notice provision contained in this Agreement each Township Board member by personal hand delivery or by delivering the resignation to each Board member, at the Township's address.
- b. **Severance Pay.** In the event that Aynes' employment is terminated by the Township Board before the expiration of the aforesaid term of this Agreement and during such time that Aynes is willing and able to perform

the duties of Township Manager, and the termination is not for “misconduct” as defined below, then in that event, the Township agrees to pay Aynes an amount equal to two months’ salary. Aynes shall also be compensated for accrued unused vacation, personal and sick leave days pursuant to the Township’s Employee Handbook and shall be entitled to health care benefits for himself and his family for the duration of the severance period. The receipt of any form of severance pay in the event of the Township’s termination of Aynes’ employment or this Agreement shall be conditioned upon Aynes’ execution of a full release at the time of his termination which waives any and all claims of any nature that he may have against the Township and its agents, employees and the Board in relation to his employment or separation or termination from employment with the Township. Severance pay shall commence on the expiration of any revocation period following Aynes’ signature date of said full release. If Aynes’ employment with the Township is terminated for any reason prior to the expiration of 90 days from his date of hire, Aynes shall not be entitled to the severance payment set forth herein.

- c. **Misconduct Defined.** Aynes shall not be entitled to severance pay if the Board terminates his employment because of Aynes’ conviction for embezzlement of Township funds; violation of the Township’s ordinances, resolutions or state law, relative to Aynes’ duties and responsibilities as Township Manager, or other law regarding public officers; a violation of this Agreement; conviction of a felony, misdemeanor resulting in a term of incarceration or any crime involving moral turpitude; intentional insubordination regarding a directive legally approved by Board; or other behavior that demonstrates a deliberate violation or disregard of Aynes’ duties and obligations to the Board and/or the Township’s interests or otherwise deviates from a standard of behavior which a township can reasonably expect of a public officer.

10. **Employee Handbook.** Aynes shall be subject to all terms and conditions of employment provided in the Township’s Employee Handbook as to all matters not specifically addressed in this Agreement. Any subsequent amendments to the Employee Handbook shall be applicable to Aynes.

11. **Conflict of Interest Prohibition.** Because of the duties and responsibilities required of Aynes pursuant to this Agreement and state law, Aynes, as a condition of his continued appointment and employment, shall not, without prior approval of the Township Board:

- a. Individually, or as a partner, joint venture, officer, owner, employee, independent contractor or shareholder invest or participate in any business venture conducting business in the Township, except for stock ownership in any company whose capital stock is publicly held and regularly traded, without the prior approval of the Township Board;
- b. Invest in any real estate or real property improvements within the Township, with the exception of his primary residence;

- c. Serve as a member of a governing body, commission or committee of any other local unit of government within the State of Michigan during the term of this Agreement.

12. ~~**Residence.** Pursuant to MCL 15.602(b), Aynes shall reside within 20 miles of the Township's nearest boundary within 60 days of the execution of this Agreement.~~

13. **Severability of Invalid Provision.** The provisions of this Agreement shall be deemed severable; the invalidity or unenforceability of anyone or more of the provisions of this Agreement shall not affect the validity and enforceability of other provisions. This Agreement shall be construed in all respects as if such invalid or unenforceable provisions were omitted.

14. **Entire Agreement.** This Agreement constitutes the full and complete Agreement between the parties on the subject matters contained herein, and no amendment of this Agreement, including the at-will employment provision contained herein, will be effective unless agreed to in writing by the parties hereto. Any and all prior agreements or understandings between the parties are null and void as of the date of execution of this Agreement.

15. **Interpretation.** For purposes of interpretation of this Agreement, neither the Township nor Aynes shall be deemed to have been the drafter of this Agreement.

16. **Construction.** This Agreement has been prepared and negotiations have occurred in connection with said preparation pursuant to the joint efforts of the parties hereto. This Agreement therefore shall not be construed against any party to this Agreement.

17. **Modification.** This Agreement shall not be modified, altered, or amended except through a written amendment signed by the Township Board and Aynes.

18. **No Third Party Beneficiaries.** This Agreement is not intended to confer upon any person or entity, other than the parties hereto, any rights or remedies of any kind or nature whatsoever.

19. **Counterparts.** This Agreement may be executed in several counterparts each of which shall be deemed one and the same Agreement. It shall be binding upon and inure to the benefit of the parties to it and their respective successors and assigns.

20. **Indemnification.** The Township will defend, save harmless, and indemnify Aynes against any tort, professional liability claim or demand, or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of his duties as Township Manager. Indemnification shall extend beyond his employment and the termination or expiration of this Agreement, to provide full and complete protection of Aynes by the Township, as described herein, for any acts undertaken or committed in his capacity as Township Manager, regardless of whether the notice or filing of a lawsuit for such tort, claim, demand, or other legal action occurs during or following his employment or this termination or expiration of this Agreement.

21. **Captions and Bylines.** The captions and bylines used in this Agreement are for the convenience of reference only and in no way define, limit or describe the scope of intent of any provision of this Agreement.

22. **Notice.** Unless otherwise provided herein, any notice, communication, request, reply or advice (herein severally and collectively, for convenience, called "Notice") herein provided or permitted to be given, made or accepted by any party to any other party must be in writing and may be given or be served by depositing the same in the United States mail postpaid and registered or certified and addressed to the party to be notified, with return receipt requested, or by delivering the same to an officer of such party, or overnight courier (i.e., Federal Express or UPS) when appropriate, addressed to the party to be notified. Notice deposited in the mail in the manner described above shall be conclusively deemed to be effective, unless otherwise stated herein, from and after the expiration of three (3) days after it is so deposited. Notice given in any other manner shall be effective only if and when received by the party to be notified. For the purposes of notice, the addresses of the parties shall, until changed as hereinafter provided, be as follows:

If to Township:

Township Supervisor
Northfield Township
8350 Main Street
Whitmore Lake, Michigan 48189

If to Aynes:

Steven Aynes

_____, Michigan ____

23. **Certification of Authority to Sign Agreement.** The persons signing on behalf of the Northfield Township certify by their signatures that they are authorized to sign this Agreement on behalf of the Northfield Township and that this Agreement has been authorized by the Township Board.

IN WITNESS WHEREOF, the Township Board has caused this Agreement to be signed and executed on its behalf by the Township Supervisor and duly attested by the Township Clerk, and Aynes has signed and executed this Agreement, both in duplicate, this ____ day of _____, 2017.

NORTHFIELD TOWNSHIP BOARD OF TRUSTEES

By: _____
Marlene Chockley
Supervisor of Northfield Township

ATTEST:

By: _____
Kathleen Manley
Clerk of Northfield Township

STEVEN AYNES

By: _____
Steven Aynes
Employee

**NORTHFIELD TOWNSHIP
TOWNSHIP MANAGER EMPLOYMENT AGREEMENT**

This Township Manager Employment Agreement (“Agreement”), made and entered into this ___ day of July, 2017, and effective on the date on which Aynes executes the agreement (“Effective Date”), by and between Northfield Township, a Michigan General Law Township, whose address is 8350 Main Street, Whitmore Lake, Michigan 48189, hereinafter referred to as “Township” and Steven Aynes, whose address is _____, hereinafter referred to as “Employee” or “Aynes,” both of whom understand as follows:

RECITALS:

WHEREAS, the Township desires to appoint Aynes as the Township Manager pursuant to and employ his services as set forth in MCL 41.75a; and

WHEREAS, Aynes shall perform all duties lawfully directed by the Township Board of Trustees, hereinafter referred to as the “Board,” except for those duties that are delegated by law to another Township official; and

WHEREAS, the Township Manager serves at the pleasure of the Township Board; and

WHEREAS, it is the policy of the Township that its Board of Trustees enacts policies of the Township, and the Township Manager carries out such directives and it is the Township Manager’s role to oversee the day to day administration of the Township’s government;

WHEREAS, the Township Manager’s office is responsible for overseeing the administrative departments that are not under statutory authority of an elected official, as outlined in the job description attached hereto as Exhibit A;

WHEREAS, the Township Board, as the Township’s governing body, desires to provide certain benefits, to establish certain conditions of employment and to set working conditions of Aynes; and

WHEREAS, the Township desires to secure and retain the services of Aynes; and

WHEREAS, Aynes desires to accept appointment and employment as the Township Manager.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the Township and Aynes agree as follows:

1. **Incorporation of Recitals.** All of the matters stated in the Recitals of this Agreement are true and correct and are hereby incorporated into the body of this Agreement as through fully set forth in their entirety herein. However, in cases of conflict or ambiguities between the Recitals and the other provisions of this Agreement, the other provisions of this Agreement shall control over matters stated in the Recitals.

2. **Duties.** The Township agrees to employ Aynes as its full-time Township Manager to perform all of the functions and duties specified in the Township’s Township Manager job description, adopted by the Board on June 27, 2017 and to perform whatever

legally permissible and proper functions and duties as the Township Board from time to time may assign or direct, whether verbal or written. Aynes shall, at all times faithfully, industriously and to the best of his ability, experience, and talents, perform all of the duties that may be required of him or from him pursuant to the express and implicit terms of this Agreement and the assignments or direction of the Board. Subject to approved absences, Aynes shall maintain regular office hours during the Township's regular hours of operation and shall attend all regular and special Board meetings and other Township meetings as needed or as directed by the Board.

- a. **Relationship to Board.** Aynes specifically understands that the Township Board shall have the final authority and the power to direct, control or supervise the manner of Aynes' performance of the duties of Township Manager, which shall be consistent with the laws of the State of Michigan, the direction of the Township Board, and this Agreement. The Township Board shall be Aynes' immediate supervisor, Aynes shall report only to the Township Board, all directives to Aynes shall be made by the Township Board and Aynes serves only at the direction of the Township Board.
- b. **Working Hours.** The Township Manager position is a full time position, consisting of 40 hours per week, in addition to any and all additional work time reasonably required to discharge the duties and responsibilities of the office of the Township Manager, including, but not limited to, any official meetings that are generally attended by the Township Manager.

3. **Salary.** The Board agrees to compensate Aynes at an annual salary of Sixty Thousand Dollars (\$60,000.00), payable in installments at the same time as other employees of the Township are paid. As stated in paragraph 4 of this Agreement, the term of this Agreement governs only the terms and conditions of Aynes' employment set forth herein during Aynes' employment with the Township. Aynes shall remain at all times an at-will employee of the Township, serving at the pleasure of the Board.

4. **Performance Review.** The Board shall annually, during the month of June, beginning in June 2018, conduct an evaluation of Aynes' job performance ("Performance Review"). The process, form, criteria, and format for the Performance Review shall be agreed upon by the Township. The Performance Review process shall include the opportunity for the Board and Aynes to:

- a. conduct an initial formulary meeting in which the Board and Aynes will meet to discuss the goals and objectives applicable to Aynes' position for the prior 12 month performance period and the upcoming 12 month performance period. The initial formulary meeting shall take place within 30 days of the Effective Date of this Agreement and on the same date in each subsequent year of Aynes' employment with the Township;
- b. following the formulary meeting, the Board shall prepare a written Performance Review of Aynes' goals and objectives for the past and upcoming year;
- c. the Board and Aynes shall then meet and discuss the Performance Review;

and

- d. the Board shall then present each Board member's written Performance Evaluation to Aynes within 30 days of the initial formulary evaluation meeting at an open meeting of the Township Board. Pursuant to Michigan's Open Meetings Act, at Aynes request, the Board and Aynes may meet to discuss the Board's Performance Evaluations with Aynes in a closed session of the Township Board. Within 5 days thereafter, Aynes' Performance Review shall be placed in his personnel file, unless the Board presents Aynes with the Performance Evaluations in a closed session of the Township Board.

In the event the Board determines that Aynes' Performance Review format and/or procedure should be modified and such modifications require new or different performance expectations, then the Board shall have a reasonable period of time to share the revised expected performance goals with Aynes before evaluating Aynes as to the revised goals.

5. **Mileage and Cell Phone.** The Township shall reimburse Aynes for necessary and reasonable approved business travel outside of the Township limits at the standard IRS mileage reimbursement rate. The Township shall provide Aynes with a cell phone, solely at the Township's expense, which Aynes is to use only for Township business. If Aynes chooses not to utilize the Township-provided cell phone, the Township shall not provide him with a stipend.

6. **Professional Development.**

- a. Professional development is understood to be a benefit to the Township as well as Aynes. The Township agrees that subject to budgeted appropriations, Aynes shall be given reasonable opportunity to develop his skills and abilities. The Township hereby agrees to bear reasonable expenses for the registration, travel and expenses of Aynes for preapproved professional meetings, travel and attendance at institutes and seminars and such other national, regional, state and local governmental groups and committees thereof on which Aynes serves or of which Aynes is a member. Any such expenses shall be submitted to the Township for approval prior to incurring the expense. Any such expenses not provided to the Township Board for approval prior to incurring the expense maybe denied and Aynes shall be solely responsible for the expense.
- b. The Township Board shall have final discretion in determining the reasonableness of any professional development activity and for making budget appropriations and approving expenditures.

7. **Employee Benefits.**

- a. Aynes shall be entitled to the same life, medical, dental and vision insurance provided to full time Township employees for himself and his dependents, as set forth in the Township's Employee Handbook. Any subsequent amendments to the Employee Handbook shall be applicable to Aynes.

- b. The Board agrees to provide Aynes with all other employee benefits available to other full-time Township employees, as provided in the Township's Employee Handbook. Any subsequent amendments to the Employee Handbook shall be applicable to Aynes. Aynes is exempt from receiving overtime pursuant to the Fair Labor Standards Act and shall not be entitled to overtime or compensatory time.

8. **Term of Agreement.** The terms and conditions contained in this Agreement will terminate two years from the Agreement's Effective Date, unless an addendum establishing a new duration of the terms and conditions contained in this Agreement has been negotiated and executed in writing by the Township Board and Aynes. The duration of this Agreement shall apply only to the terms and conditions set forth in this Agreement and Aynes shall at all times be an at-will employee of the Township, serving at the pleasure of the Township Board.

9. **Termination/Resignation/Severance Pay.** Aynes' employment relationship with the Township may be terminated by the Township Board at any time and for any reason, as set forth herein. In the event that the Township Board determines that it is not in the Township's best interest to continue Aynes' employment, it shall notify Aynes of this intention with thirty (30) days written notice. Should the Board exercise this termination provision, the Board shall have the right and ability to place Aynes on paid administrative leave for the remaining period of his employment with the Township. If the Township elects not to renew this Agreement for an additional term at the time of its expiration, the Township Board shall notify Aynes of this intention not less than ninety (90) days prior to the expiration of the Agreement.

- a. **Resignation.** Aynes may voluntarily resign from his employment with the Township at any time and for any reason. If Aynes provides thirty (30) days notice, he shall be entitled to payment for accrued unused vacation, personal and sick leave days unless the parties otherwise agree in writing. If Aynes fails to provide thirty (30) days written notice, Aynes shall not be entitled to payment for accrued unused vacation, personal and sick leave days. If Aynes resigns, he shall not be entitled to any severance pay as provided in subsection 9(b) of this Agreement. In order to be effective, written resignation by Aynes must be provided to each Township Board member by personal hand delivery or by delivering the resignation to each Board member, at the Township's address.
- b. **Severance Pay.** In the event that Aynes' employment is terminated by the Township Board before the expiration of the aforesaid term of this Agreement and during such time that Aynes is willing and able to perform the duties of Township Manager, and the termination is not for "misconduct" as defined below, then in that event, the Township agrees to pay Aynes an amount equal to two months' salary. Aynes shall also be compensated for accrued unused vacation, personal and sick leave days pursuant to the Township's Employee Handbook and shall be entitled to health care benefits for himself and his family for the duration of the severance period. The receipt of any form of severance pay in the event of the Township's termination of Aynes' employment or this Agreement shall be conditioned upon Aynes' execution of a full release at the time of his termination which waives any and all claims of any nature that he may

have against the Township and its agents, employees and the Board in relation to his employment or separation or termination from employment with the Township. Severance pay shall commence on the expiration of any revocation period following Aynes' signature date of said full release. If Aynes' employment with the Township is terminated for any reason prior to the expiration of 90 days from his date of hire, Aynes shall not be entitled to the severance payment set forth herein.

- c. **Misconduct Defined.** Aynes shall not be entitled to severance pay if the Board terminates his employment because of Aynes' conviction for embezzlement of Township funds; violation of the Township's ordinances, resolutions or state law, relative to Aynes' duties and responsibilities as Township Manager, or other law regarding public officers; a violation of this Agreement; conviction of a felony, misdemeanor resulting in a term of incarceration or any crime involving moral turpitude; intentional insubordination regarding a directive legally approved by Board; or other behavior that demonstrates a deliberate violation or disregard of Aynes' duties and obligations to the Board and/or the Township's interests or otherwise deviates from a standard of behavior which a township can reasonably expect of a public officer.

10. **Employee Handbook.** Aynes shall be subject to all terms and conditions of employment provided in the Township's Employee Handbook as to all matters not specifically addressed in this Agreement. Any subsequent amendments to the Employee Handbook shall be applicable to Aynes.

11. **Conflict of Interest Prohibition.** Because of the duties and responsibilities required of Aynes pursuant to this Agreement and state law, Aynes, as a condition of his continued appointment and employment, shall not, without prior approval of the Township Board:

- a. Individually, or as a partner, joint venture, officer, owner, employee, independent contractor or shareholder invest or participate in any business venture conducting business in the Township, except for stock ownership in any company whose capital stock is publicly held and regularly traded, without the prior approval of the Township Board;
- b. Invest in any real estate or real property improvements within the Township, with the exception of his primary residence;
- c. Serve as a member of a governing body, commission or committee of any other local unit of government within the State of Michigan during the term of this Agreement.

12.

13. **Severability of Invalid Provision.** The provisions of this Agreement shall be deemed severable; the invalidity or unenforceability of anyone or more of the provisions of this Agreement shall not affect the validity and enforceability of other provisions. This Agreement shall be construed in all respects as if such invalid or unenforceable provisions were omitted.

14. **Entire Agreement.** This Agreement constitutes the full and complete Agreement between the parties on the subject matters contained herein, and no amendment of this Agreement, including the at-will employment provision contained herein, will be effective unless agreed to in writing by the parties hereto. Any and all prior agreements or understandings between the parties are null and void as of the date of execution of this Agreement.

15. **Interpretation.** For purposes of interpretation of this Agreement, neither the Township nor Aynes shall be deemed to have been the drafter of this Agreement.

16. **Construction.** This Agreement has been prepared and negotiations have occurred in connection with said preparation pursuant to the joint efforts of the parties hereto. This Agreement therefore shall not be construed against any party to this Agreement.

17. **Modification.** This Agreement shall not be modified, altered, or amended except through a written amendment signed by the Township Board and Aynes.

18. **No Third Party Beneficiaries.** This Agreement is not intended to confer upon any person or entity, other than the parties hereto, any rights or remedies of any kind or nature whatsoever.

19. **Counterparts.** This Agreement may be executed in several counterparts each of which shall be deemed one and the same Agreement. It shall be binding upon and inure to the benefit of the parties to it and their respective successors and assigns.

20. **Indemnification.** The Township will defend, save harmless, and indemnify Aynes against any tort, professional liability claim or demand, or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of his duties as Township Manager. Indemnification shall extend beyond his employment and the termination or expiration of this Agreement, to provide full and complete protection of Aynes by the Township, as described herein, for any acts undertaken or committed in his capacity as Township Manager, regardless of whether the notice or filing of a lawsuit for such tort, claim, demand, or other legal action occurs during or following his employment or this termination or expiration of this Agreement.

21. **Captions and Bylines.** The captions and bylines used in this Agreement are for the convenience of reference only and in no way define, limit or describe the scope of intent of any provision of this Agreement.

22. **Notice.** Unless otherwise provided herein, any notice, communication, request, reply or advice (herein severally and collectively, for convenience, called "Notice") herein provided or permitted to be given, made or accepted by any party to any other party must be in writing and may be given or be served by depositing the same in the United States mail postpaid and registered or certified and addressed to the party to be notified, with return receipt requested, or by delivering the same to an officer of such party, or overnight courier (i.e., Federal Express or UPS) when appropriate, addressed to the party to be notified. Notice deposited in the mail in the manner described above shall be conclusively deemed to be effective, unless otherwise stated herein, from and after the expiration of three (3) days after it is so deposited. Notice given in any other manner shall be effective only if and when received by the party to be notified. For the purposes of notice, the addresses of the parties shall, until changed as hereinafter provided, be as follows:

If to Township:

Township Supervisor
Northfield Township
8350 Main Street
Whitmore Lake, Michigan 48189

If to Aynes:

Steven Aynes

_____, Michigan ____

23. **Certification of Authority to Sign Agreement.** The persons signing on behalf of the Northfield Township certify by their signatures that they are authorized to sign this Agreement on behalf of the Northfield Township and that this Agreement has been authorized by the Township Board.

IN WITNESS WHEREOF, the Township Board has caused this Agreement to be signed and executed on its behalf by the Township Supervisor and duly attested by the Township Clerk, and Aynes has signed and executed this Agreement, both in duplicate, this ____ day of _____, 2017.

NORTHFIELD TOWNSHIP BOARD OF TRUSTEES

By: _____
Marlene Chockley
Supervisor of Northfield Township

ATTEST:

By: _____
Kathleen Manley
Clerk of Northfield Township

STEVEN AYNES

By: _____
Steven Aynes
Employee

ATTEST:

Memo

To: Northfield Township Board of Trustees

From: Marlene Chockley, Supervisor

RE: Staff Raises

Date: July 6, 2017

Trustees,

At our last meeting the Board requested that staff raises be removed from the budget pending a determination on what was appropriate. The personnel committee met to discuss staff salaries and believe that what was proposed in the 2017-2018 fiscal year budget is fair with the exception of questions about the salary of the waste water treatment plant director.

Evaluating his salary more closely, revealed that the promotion resulted in an increase of only \$67/year in actual dollars earned and the opportunity to realize overtime pay has been eliminated. I believe that the additional responsibility and work hours of serving in that position warrant a 3% pay increase and I recommend that the pay increase be approved.

Below is a table with the recommendations presented to the Board on June 27.

<u>Name</u>	<u>Position</u>	<u>Current Salary (Hourly)</u>	<u>Proposed Increase</u>	<u>Proposed New Rate</u>	<u>Proposed % Increase</u>
Tami Averill	Comm. Center Director	\$20.86	\$1.25	\$22.11	6%
Mary Bird	Assistant to the Assessor	\$19.57	\$1.17	\$20.74	6%
Jennifer Carlisle	Assistant to the Twp. Manager	\$17.51	\$1.49	\$19.00	9%
Dawn Samfilippo	Deputy Treasurer	\$18.00	\$1.08	\$19.08	6%
Cristina Wilson	Deputy Clerk	\$19.00	\$1.14	\$20.14	6%
William Wagner	Public Safety Director	\$41.01	\$ 0.82	\$41.83	2%
Dan Willis	WWTP Director	\$30.29	\$ 0.91	\$31.20	3%

Our staff are skilled in their jobs. They take pride in the work they do and are conscientious, even staying beyond closing time to help one another if needed. Because we have such a small staff, each of them plays a critical role in serving our residents. These increases reflect the value of those skills. In the case of Chief Wagner, the 2% was his recommendation. It would be a good move for us to initiate a true salary study.

Thank you for your consideration.



Marlene Chockley

GAS CUSTOMER CHOICE CONTRACT – Commercial Fixed Price Natural Gas Supplier: Constellation NewEnergy – Gas Division, LLC (“Constellation”)

Utility: Consumers Energy

Natural Gas Supply Pricing:

For the Initial Term, I will pay \$ _____ per Mcf, multiplied by my Accounts' metered usage. Constellation's supply price does not include any applicable taxes or Utility distribution charges.

Term of Contract and Continuation:

My natural gas supply service from Constellation will start on the meter read date during the month of July 2017. If for some reason Constellation is not able to begin serving during the month specified, service will start on the next available meter read following successful enrollment. My supply service from Constellation will continue for 1 billing cycles (“Initial Term”), unless terminated pursuant to the terms of this Contract. Initial enrollment can take up to two months to complete.

60 days prior to the end of the Initial Term or Renewal Term, Constellation will send me a contract expiration notice and may provide me an offer to renew for another term. This notice will include, without limitation, the new product, pricing, the length of the new term, and any other changes to the terms and conditions (“Offer”). If I do not affirm my acceptance of the Offer, my Contract will automatically continue on a month-to-month basis at a Monthly Variable Price (described below) unless I notify Constellation that I want to terminate. Unless I opt in to the new Offer, I may cancel at any time after completing the Initial Term without paying an Early Termination Fee. The “Monthly Variable Price” may vary each month based on a variety of factors including, but not limited to, the price at which Constellation purchases the gas and an adder which includes such items as natural gas index prices, transportation to the utility, program management, administrative costs, and other factors. (Example: If Constellation purchases gas at \$0.40 and the adder (based on the foregoing factors which may fluctuate monthly) is \$0.09, the cost to me would be \$0.49. If, on any given month, the adder is \$0.19, the cost to me would be \$0.59 in this example.

Early Termination Fee:

\$150 for small commercial contracts (500 Mcf or less) of one year or less; \$250 for small commercial contracts longer than one year; for large commercial contracts (greater than 500 Mcf per year), the early termination fee will be the greater of \$250 or the amount equal to the positive difference between the amount I would have paid under this agreement for gas used during the remainder of the term and the amount for which Constellation could sell such gas to a third party at the time of termination.

During any time in which I am receiving a monthly variable price under month-to-month service, I may terminate this Contract at any time without penalty.

Billing: Utility Billing

Right to Cancel: I may cancel this Contract within 30 days of the date I sign the Contract without penalty or termination fee by contacting Constellation using the contact information below. This Contract allows both Large Commercial Customers (more than 500 Mcf annually) and Small Commercial Customers (500 Mcf or less annually) 30 days to cancel without penalty.

Deposit or Other Fees for Switching to Constellation: Constellation does not charge or collect a deposit or switching fees to switch to Constellation's service. My current supplier and/or the Utility may charge such fees.

Guarantee Period: N/A

Constellation's Contact Information: Physical Address: P.O. Box 4911 / Houston, TX 77210-4911. Telephone: (800) 785-4373. Website: www.constellation.com. Email: feedback@constellation.com



Michigan Public Service Commission's Contact Information: Telephone: 1-800-292-9555. Website: www.michigan.gov/mpsc.

Utility's Contact Information: Telephone: 1-800-477-5050 (Consumers)

General Disclosures: Constellation is an alternative gas supplier. Constellation does NOT represent or act on behalf of the Utility, governmental bodies or consumer groups. The prices of Constellation are not regulated by the Michigan Public Service Commission. I do not have to buy Constellation natural gas supply or any other product in order to receive the same quality regulated service from the Utility. The Utility remains responsible for the delivery of gas to my premises and will continue to respond to any service calls and emergencies. Switching to Constellation will not impact my natural gas distribution services. I will receive written confirmation from Constellation within 7 days of date I enter into this Contract confirming the Contract. I may purchase natural gas supply service from an alternative retail natural gas supplier, such as Constellation, or from the Utility.

Along with your Terms and Conditions, please retain this Gas Customer Choice Contract for your records.
Please see the Terms and Conditions for additional details of the transaction.

Customer Acknowledgement: I acknowledge that I am the Account Holder or Legally Authorized Person to execute a contract and legally bind the business in this Contract. I understand that by signing this Contract, I am switching the gas Supplier for this commercial account to Constellation. I understand that gas purchased for this commercial account by Constellation will be delivered through Consumers Energy's delivery system. The legally authorized person to execute a contract and legally bind the business in this Contract has 30 days after today to cancel this Contract for any reason through written or verbal notification to Constellation.

Constellation NewEnergy – Gas Division, LLC

Account Holder:
Northfield Township

Signature: _____

Signature: _____
(Account Holder or Legally Authorized Person)

Printed Name: _____

Printed Name: _____

Title: _____

Title _____

Date: _____

If legally authorized, what is your relationship with the Account Holder?

A confirmation letter will be sent within 7 days from today to confirm your Contract.

Account Holder Information

Facility Name as appears on Utility Bill	Service Street Address	Service City, State, Zip	Consumers Account Number
See Schedule A	See Schedule A	See Schedule A	See Schedule A

Additional accounts listed on Schedule A, if applicable.

Mailing Address (if different):

Phone: 734-449-2880

Fax:

Contact Person: Jennifer Carlisle

Email Address: carlislej@northfieldmi.gov

Estimated Annual Usage: 5,500 /Mcf

For Internal Use Only:	
Sales Agent ID:	_____
Enrolled:	_____
Utility Confirmation Code:	_____
Action Required:	_____

NATURAL GAS PURCHASE AND SALE TERMS AND CONDITIONS

1. Purchase of Natural Gas Supply: Constellation NewEnergy – Gas Division, LLC (“Constellation”) agrees to sell and the customer identified during the enrollment process (“you”) agree to buy your full requirements of natural gas supply and any other service identified in the Gas Customer Choice Contract for the accounts identified during the enrollment process (“Accounts”) in the utility territory identified on the Gas Customer Choice Contract (“Utility”) in accordance with the terms of these Natural Gas Purchase and Sale Terms and Conditions and the Gas Customer Choice Contract provided herewith (collectively, this “Contract”). The “Effective Date” is the date agreed to by both you and Constellation. Both you and Constellation may be referred to herein as a “Party” and, collectively, you and Constellation may be referred to as the “Parties”. The Utility will continue provide utility services to you such as delivering your natural gas to you, reading your meter, making distribution system repairs and responding to emergencies.

2. Term and Continuation: This Contract shall become binding on the Effective Date and the obligations of Constellation to sell and schedule natural gas for the Utility’s delivery to the Accounts and your obligations to purchase, take and pay for natural gas supply for the Accounts shall be for the Term identified in the Gas Customer Choice Contract (subject to successful enrollment by the Utility and Section 6 below). After the Initial Term, this Contract may continue on a month-to-month basis as described herein.

3. Pricing: For the Initial Term, the Pricing shall be described in the Gas Customer Choice Contract, which does not include the Utility’s delivery charges or any applicable taxes. Constellation may pass through or allocate, as the case may be, to you any increase in Constellation’s costs related to the natural gas and related products and services to be sold to you that results from the implementation of new, or changes (including transportation rate changes) to existing, Laws, or other requirements or changes in administration or interpretation of Laws or other requirements. “Law” means any law, rule, regulation, ordinance, statute, judicial decision, administrative order, pipeline or Utility business practices or protocol, Utility or pipeline tariff, rule of any commission or agency with jurisdiction in the state in which the Accounts are located. Any such increase may be reflected as increased Pricing or as a separate line item or invoice. Constellation may also terminate this Contract in the event of any such increase or change.

4. Billing, Payment and Credit: You will be invoiced for Constellation’s charges and the Utility’s delivery charges by the Utility on the invoice(s) you receive from the Utility. Such billing and payment shall be subject to the applicable Utility rules regarding billing and payment procedures.

5. Delivery Point and Taxes: All natural gas sold will be delivered to an existing or future point of interconnection between the Utility distribution system and a third party pipeline supplying natural gas to the Utility (the “Delivery Point”). Title and risk of loss related to natural gas transfer to you at the Delivery Point and you will be responsible for the all transmission, distribution and other costs (including Taxes, fuel and distribution/line loss, and other costs and fees) related to the sale, purchase, and delivery of such natural gas to your home or business. “Taxes” means all taxes, assessments, duties, fees, levies premiums or any other charges of any kind, whether direct or indirect, and whether imposed on you or that Constellation passes through to you, relating to the sale, purchase or delivery of natural gas (whether in effect as of or after the Effective Date) imposed by any governmental entity. You must provide Constellation with any applicable exemption certificates.

6. Rejection, Termination, and Remedies: Constellation reserves the right to terminate this Contract for any non-payment of any amounts owed to Constellation under this Contract or any other default under this Contract by you with at least 14 days written notice. In addition to non-payment, Constellation also reserves the right to reject your enrollment or terminate this Contract for the following defaults: you (a) fail to meet or maintain satisfactory credit standing as determined by Constellation; (b) fail to meet minimum or maximum threshold consumption levels as determined by Constellation; (c) your natural gas usage changes materially, as determined by Constellation; (d) fail to be eligible for Utility consolidated billing or the Utility’s purchase of receivables program, if applicable; (e) rescind your authorization detailed in the “Information Release” section below; (f) attempt to assign this Contract without Constellation’s consent; or (g) provide any false, inaccurate or misleading

information to Constellation or the Utility. You may terminate without an early termination fee ("Permitted Termination") (1) during and as explained in any applicable "Guarantee Period" identified in the Disclosure Statement, or (2) as explained in the "Early Termination Fee" section in the Disclosure Statement. You may terminate this Contract at any time; provided, however, if you terminate for any reason other than the Permitted Terminations, or if Constellation terminates this Contract as a result of your default, Constellation may charge an early termination payment in the amount detailed in this Contract.

7. Limitations: Neither Constellation nor any of its affiliates shall be liable for any damages or claims for matters within the control of the Utility, which include maintenance of natural gas supply distribution lines and systems, service interruptions, loss or termination of service, meter readings or injury to persons or damage to property caused by the delivery or supply of natural gas. **ALL NATURAL GAS SUPPLY SOLD HEREUNDER IS PROVIDED "AS IS", AND CONSTELLATION EXPRESSLY DISCLAIMS ALL OTHER WARRANTIES, WHETHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR PARTICULAR PURPOSE. IN NO EVENT WILL EITHER PARTY BE LIABLE UNDER THIS CONTRACT, WHETHER IN CONTRACT, IN TORT (INCLUDING NEGLIGENCE AND STRICT LIABILITY), OR OTHERWISE, FOR INDIRECT, INCIDENTAL, CONSEQUENTIAL, SPECIAL, OR PUNITIVE DAMAGES AND, FURTHER, IN NO CASE SHALL CONSTELLATION'S LIABILITY EXCEED THE AMOUNT OF YOUR SINGLE LARGEST MONTHLY INVOICE DURING THE PRECEDING 12 MONTHS.**

8. Force Majeure: Causes and events out of Constellation's reasonable control ("Force Majeure Events") may result in interruptions in service. Constellation will not be liable for any such interruptions or any other failure to perform under this Contract caused by a Force Majeure Event. Constellation is not and will not be liable for damages caused by Force Majeure Events, including but not limited to acts of God; acts of any governmental authority; accidents; strikes; labor disputes; required maintenance work; inability to access the Utility's system; non-performance by the Utility, including, but not limited to, a Utility constraint situation; curtailment, disruption or interruption of natural gas distribution or supply; changes in laws, rules or regulations of any governmental authority; or any cause beyond our reasonable control.

9. Information Release: You authorize Constellation to obtain information from the Utility related to the Accounts including without limitation account name, account number, billing address, service address, telephone number, standard offer service type, historical natural gas usage, rate classification, meter readings, characteristics of natural gas supply, and billing and payment information. You authorize Constellation to release such information to third parties and to Constellation's affiliates and subcontractors. These authorizations will remain in effect as long as this Contract is in effect. You may rescind these authorizations at any time by either calling or providing written notice to Constellation at contact information provided.

10. Dispute Resolution and Class Action Waiver: CONSTELLATION HOPES TO MAKE YOU A SATISFIED CUSTOMER, BUT IF THERE'S AN ISSUE THAT NEEDS TO BE RESOLVED, THIS SECTION OUTLINES WHAT'S EXPECTED OF BOTH CONSTELLATION AND YOU. BOTH YOU AND CONSTELLATION AGREE TO RESOLVE ALL DISPUTES RELATING TO OR ARISING OUT OF THE INTERACTIONS BETWEEN CONSTELLATION (INCLUDING OUR AFFILIATES, AGENTS, EMPLOYEES, DIRECTORS, OFFICERS AND ASSIGNS) ONLY BY ARBITRATION OR BY AN INDIVIDUAL ACTION IN SMALL CLAIMS COURT. THERE'S NO JUDGE OR JURY IN ARBITRATION, AND THE PROCEDURES MAY BE DIFFERENT, BUT AN ARBITRATOR CAN AWARD THE SAME DAMAGES AND RELIEF TO YOU AND MUST HONOR THE SAME TERMS IN THIS CONTRACT AS A COURT WOULD. IF THE LAW ALLOWS FOR AN AWARD OF ATTORNEYS' FEES, AN ARBITRATOR CAN AWARD THEM TOO. BOTH YOU AND CONSTELLATION ALSO AGREE THAT:

A) The federal arbitration act applies to this Contract and governs any arbitration between you and Constellation. Prior to initiating any arbitration, you and Constellation both agree to try to resolve any dispute informally. To initiate informal dispute resolution, contact our customer care department in one of the ways identified in this Contract. Constellation will assign someone to attempt to resolve the dispute.

B) If the dispute is unable to be resolved informally within ninety (90) days after the Party raising it informed the other in writing of the nature and basis of the dispute and made a written demand ("Demand"), either Party may seek formal arbitration. Any arbitration will be governed by the Commercial Arbitration Rules and the Supplementary Procedures for Consumer Related Disputes (collectively, "AAA Rules") of the American Arbitration Association ("AAA"), as modified by this Contract, and will be administered by the AAA. The AAA Rules are available online at adr.org, or by calling the AAA at 1-800-778-7879. The arbitrator is bound by the terms of this Contract and all issues are for the arbitrator to decide, except that issues relating to the scope and enforceability of the arbitration provision are for the court to decide. This dispute resolution provision does not preclude you from

bringing any issues you may have to the attention of any governmental authorities.

C) YOU AND CONSTELLATION BOTH AGREE THAT THIS CONTRACT DOES NOT ALLOW CLASS ACTIONS IN COURT OR CLASS ARBITRATIONS, EVEN IF THE AAA PROCEDURES OR RULES WOULD ALLOW SUCH PROCEDURES. RELIEF MAY BE AWARDED ONLY IN FAVOR OF THE INDIVIDUAL PARTY SEEKING RELIEF AND ONLY TO THE EXTENT NECESSARY TO PROVIDE RELIEF WARRANTED BY THE PARTY'S INDIVIDUAL CLAIM. IF FOR SOME REASON, THE CLASS ACTION WAIVER IS UNENFORCEABLE THEN THE AGREEMENT TO ARBITRATE WILL NOT APPLY.

D) Any arbitration hearings will take place in the county of your billing address. If you are unable to pay the AAA filing, administration, and arbitrator fees for any arbitration properly initiated seeking damages up to \$10,000, Constellation will pay such amounts. Otherwise, the payment of these amounts will be governed by the AAA Rules. In addition, for claims less than \$10,000, any arbitration hearing may be held telephonically.

E) If the arbitrator issues you an award that is greater than the value of our last written settlement offer made prior to an arbitration hearing, then Constellation will pay you three times the amount of the award; and your attorney twice the amount of attorneys' fees, and reimburse any expenses reasonably incurred for pursuing your claim in arbitration. If the award in your favor is lower than our offer Constellation will only pay you the amount of the award. Any arbitration award will be final and binding and judgment confirming the award shall apply only to the specific case to enforce the award in that case.

F) IF FOR ANY REASON A CLAIM PROCEEDS IN COURT, YOU AND CONSTELLATION BOTH AGREE THAT BOTH PARTIES ARE WAIVING A RIGHT TO A JURY TRIAL. This dispute resolution provision shall survive termination of the Contract.

G) Nothing in this Contract shall impair your right to make an informal or a formal complaint to your applicable state Commission.

11. Miscellaneous: Contact information for Constellation, the Utility and the applicable state Commission is provided in this Contract. The Contract shall be governed by and construed in accordance with the laws of the State where the Account(s) reside, without regard for the conflicts of law provisions thereof. Subject to regulatory approvals and any required notice from Constellation, Constellation may assign this Contract without your consent. You may assign this Contract only with Constellation's prior written consent. The Contract (including without limitation the Accounts and other information identified during the enrollment process) shall be considered the entire agreement between the Parties, superseding all verbal and written understandings. This Contract shall only be amended in a writing signed by both Parties or in accordance with the continuation process identified herein. The individual undertaking the enrollment process on your behalf warrants that he or she is authorized to (a) enter into this Contract on your behalf, (b) make decisions with respect to the Accounts, and (c) **enroll with and change the Accounts' natural gas supplier to Constellation.** You should contact the Utility in the event of a natural gas emergency at the phone numbers identified in this Contract. Future correspondence may be sent by Constellation to you via first class mail, postcard, and/or electronic mail.



OFFICE OF COMMUNITY &
ECONOMIC DEVELOPMENT

Collaborative solutions for a promising future

415 W. Michigan Avenue
Ypsilanti, MI 48197

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www.opportunitywashtenaw.org

June 7, 2017

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

Dear Supervisor Chockley,

Washtenaw Urban County wishes to amend the Cooperative Agreement with Northfield Township. Corporation Counsel has indicated that this amendment could be accomplished by a letter signed by both of us. If this amendment is agreeable to you, please sign and return all copies of this letter. You will receive an executed copy of this letter upon completion.

Accordingly, I hereby amend the Cooperation Agreement between Washtenaw Urban County and Northfield Township originated **May 27, 2008** as follows:

Amend each collective reference to the Community Development Block Grant and HOME grants to also include the Emergency Solutions Grant (ESG), as follows:

On Page 1, add the following language **in bold**:

“THAT the County shall have final responsibility for selecting Community Development Block Grant (and **HOME and Emergency Solutions Grant**, where applicable) activities and annually filing a Consolidated Plan with HUD.”

On Page 2, add the following language **in bold**:

“THAT the qualification period of this agreement as defined in the HUD regulations and guidelines shall be Federal Fiscal Years 2018, 2019 and 2020, and such additional period of time for the purpose of carrying out activities funded by **Community Development Block Grants, Emergency Solutions Grant, and Home Investment Partnership Program grants** from Federal Fiscals years 2018, 2019 and 2020 appropriations and from any program income generated from the expenditure of such funds; further that the period of time of this Agreement shall be automatically renewed in successive three-year qualification periods, unless the County or the Community provides written notice it elects not to participate in a new qualification period. A copy of this notice must be sent to the HUD State Office by the date specified in HUD’s urban county qualification notice for the next qualification period; further the County will notify the Community in writing of its right to make such election by the date specified in HUD’s urban county qualification notice; and”

On Page 3, add the following language **in bold**:

“THAT this Agreement remains in effect until the CDBG (and **HOME and Emergency Solutions Grant**, where applicable) funds and income received with respect to activities carried out during the three year qualification period (and any successive qualification periods under this automatic renewal provision) are expended and the funded activities completed, and that the County and Community may not terminate or withdraw from this agreement while this agreement remains in effect; and”



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www.opportunitywashtenaw.org

Amend page 2 of the Agreement to add the following language:

“THAT the Community will not sell, trade, or otherwise transfer all of any portion of such funds to a metropolitan city, urban county, unit of general local government, or Indian tribe, or insular area that directly or indirectly receives CDBG funds in exchange for any other funds, credits or non-Federal considerations, but must use such funds for activities eligible under Title I of the Housing and Community Development Act of 1974, as amended.”

All other terms and conditions remain the same as in the original contract.

ATTEST:

WASHTENAW COUNTY

Lawrence Kestenbaum (DATE)
County Clerk/Register

Gregory Dill (DATE)
County Administrator

APPROVED FOR CONTENT:

Northfield Township

Andrea Plevak, Director
Office of Community and Community Development

Accepted by _____

Original: Clerk
Contractor
cc: Department
Purchasing

NORTHFIELD TOWNSHIP RESOLUTION NO. 08-427

A RESOLUTION ANNOUNCING THE INTENT OF NORTHFIELD TOWNSHIP TO PARTICIPATE IN THE WASHTENAW URBAN COUNTY FOR FEDERAL ASSISTANCE FROM THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT DURING THE PERIOD OF JULY 1, 2009- JUNE 30, 2012

WHEREAS, Northfield Township has been notified by the County of Washtenaw of its intent to seek status as an Urban County for the qualification period of July 1, 2009- June 30, 2012; and

WHEREAS, the County of Washtenaw invites all units of government within its boundaries to participate in the Urban County, in order to realize the benefits of the Community Development Block Grant (CDBG) and Home Investment Partnerships (HOME) Program funding that the Urban County receives from the U.S. Department of Housing and Urban Development; and

WHEREAS, the U.S. Department of Housing and Urban Development requires that the governing body of each participating jurisdiction consider and make known its decision by resolution whether to be included in (or excluded from) the Washtenaw Urban County; and

WHEREAS, each of the participants in the Urban County are represented by the chief elected official of that jurisdiction or their formal designee on the Urban County Executive Committee.

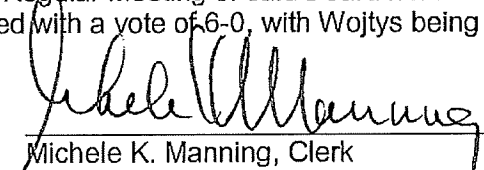
NOW THEREFORE BE IT RESOLVED that the Northfield Township Board hereby agrees to participate in the Washtenaw Urban County for federal assistance from the U.S. Department of Housing and Urban Development during the period of July 1, 2009- June 30, 2012.

BE IT FURTHER RESOLVED that Northfield Township intends to remain in the Washtenaw Urban County Community Development Block Grant and Home Investment Partnerships Programs, which shall be automatically renewed in successive three-year qualification periods of time, or until such time as it is in the best interest of the Township to terminate the Cooperation Agreement with Washtenaw County, which was originally signed in June/July of 2002 or 2005.

CERTIFICATE

I, Michele K. Manning, Clerk of Northfield Township, Washtenaw County, Michigan, hereby certify that the forgoing constitutes a true and complete copy of a Resolution, which was duly adopted by the Township Board of Northfield at a Regular Meeting of said Board held on May 27, 2008. I further certify that the resolution passed with a vote of 6-0, with Wojtys being absent.

Dated: May 27, 2008


Michele K. Manning, Clerk
Northfield Township

COOPERATIVE AGREEMENT

"Urban County"

Community Development Block Grant & Home Investment Partnership Programs

THIS AGREEMENT made and entered into this **27 day** of **May, 2008** by and between the **Township of Northfield**, State of Michigan hereinafter referred to as the "Community", and the County of **Washtenaw**, a Michigan Constitutional Corporation, State of Michigan, hereinafter referred to as the "County":

WHEREAS, the Housing and Community Development Act of 1974 as amended provides an entitlement of funds for Community Development purposes for urban counties; and

WHEREAS, **Washtenaw** County has been designated as an Urban County provided that it secures Cooperation Agreements with various communities in **Washtenaw** County; and

WHEREAS, this agreement covers both the Community Development Block Grant Entitlement Program and, where applicable, the HOME Investment Partnership program; and

NOW THEREFORE, the Community and County do hereby promise and agree:

THAT the Community may not apply for grants from appropriations under Small Cities or State CDBG programs for fiscal years during the period in which it is participating in the urban county's CDBG program; and

THAT the Community may not participate in a HOME consortium except through the urban county, regardless of whether the urban county receives a HOME formula allocation; and,

THAT the County shall have final responsibility for selecting Community Development Block Grant (and HOME, where applicable) activities and annually filing a Consolidated Plan with HUD;

THAT the County will, on behalf of the Community, execute essential Community Development and Housing Assistance applications, plans, programs and projects eligible under the Housing and Development Act of 1974 as amended; and

THAT the Community and the County will cooperate to undertake, or assist in undertaking, community renewal and lower income housing assistance activities, specifically urban renewal and publicly assisted housing; and

THAT the Community and the County will take all actions necessary to assure compliance with the County's certification required by Section ~104(b) of Title I of the Housing and Community Development Act of 1974, as amended, including Title VI of the Civil Rights Act of 1964, the Fair Housing Act, Section 109 of Title I of the Housing and Community Development Act of 1974, and other applicable laws; that the County is prohibited from funding activities in or in support of any community that does not affirmatively further fair housing within its own jurisdiction, or that impedes the County's action to comply with its fair housing certification; and that funding by the County is contingent upon the Community's compliance with the above; and

THAT the Community has adopted and is enforcing a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and a policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstration within its jurisdiction; and

THAT the qualification period of this agreement as defined in the HUD regulations and guidelines shall be Federal Fiscal Years 2009, 2010 and 2011, and such additional period of time for the purpose of carrying out activities funded by Community Development Block Grants and Home Investment Partnership Program grants from Federal Fiscals years 2009, 2010 and 2011 appropriations and from any program income generated from the expenditure of such funds; further that the period of time of this Agreement shall be automatically renewed in successive three-year qualification periods, unless the County or the Community provides written notice it elects not to participate in a new qualification period. A copy of this notice must be sent to the HUD State Office by the date specified in HUD's urban county qualification notice for the next qualification period; further the County will notify the Community in writing of its right to make such election by the date specified in HUD's urban county qualification notice; and

THAT the Community resolves to remain in **Washtenaw's** Urban County programs for an indefinite period of time or until such time it is in the best interest of this Community to terminate the Cooperation Agreement and such additional period of time for the purpose of carrying out activities funded by Community Development Block Grants and from any program income generated from the expenditure of such funds. Furthermore, that the period of time of this Agreement shall be automatically renewed in successive three-year qualification periods, unless the County or the Community provides written notice it elects not to participate in a new qualification period. A copy of this notice must be sent to the HUD State Office by the date specified in HUD's Urban County Qualification Notice for the next qualification period; further the County will notify the Community in writing of its right to make such election by the date specified in HUD's Urban County Qualification Notice; and

THAT failure by either party to adopt an amendment to this Agreement incorporating all changes necessary to meet the requirements for cooperation agreements set forth in the Urban County Qualification Notice applicable for a subsequent three year urban county qualification period, and to submit the amendment to HUD as provided in the Urban County Qualification Notice applicable for a subsequent three-year urban county qualification period, and to submit

the amendment to HUD as provided in the Urban County Qualification Notice, will void the automatic renewal of such qualification period; and

THAT this Agreement remains in effect until the CDBG (and HOME where applicable) funds and income received with respect to activities carried out during the three year qualification period (and any successive qualification periods under this automatic renewal provision) are expended and the funded activities completed, and that the County and Community may not terminate or withdraw from this agreement while this agreement remains in effect; and

THAT the Community shall inform the County of any income generated by the expenditure of CDBG funds received by the Community; and

THAT any such program income generated by the Community must be paid to the County, unless at the County's discretion, the Community may retain the program income as set forth in 24 CPR 570.503; and

THAT any program income the Community is authorized by the County to retain may only be used for eligible activities approved by the County in accordance with all CDBG requirements as may then apply; and

THAT the County has the responsibility for monitoring and reporting to HUD on the use of any such program income, thereby requiring appropriate record keeping and reporting by the Community as may be needed for this purpose; and

THAT in the event of close-out or change in status of the Community, any program income that is on hand or received subsequent to the close-out or change in status shall be paid to the County; and

THAT the Community shall provide timely notification to the County of any modification or change in the use of the real property from that planned at the time of acquisition or improvement including disposition; and

THAT the Community shall reimburse the County in the amount equal to the current fair market value (less any portion of the value attributable to expenditures of non-CDBG funds) of real property acquired or improved with Community Development Block Grant funds that is sold or transferred for the use which does not qualify under the CDBG regulations; and

THAT the Community shall return to the County program income generated from the disposition or transfer of real property prior to or subsequent to the close-out, change of status or termination of the cooperation agreement between the County and the Community; and

THAT the terms and provisions of this Agreement are fully authorized under State and local law, and that the Agreement provides full legal authority for the County to undertake or assist in undertaking essential community development and housing assistance activities, specifically urban renewal and publicly assisted housing; and

THAT pursuant to 24 CFR ~570.501(b), the Community is subject to the same requirements applicable to subrecipients, including the requirement for a written agreement set forth in 24 CFR 570.503.

IN WITNESS WHEREOF, the Community and the County have by resolutions authorized this agreement to be executed by their respective officers thereunto as of the day and year first above written.

COUNTY OF WASHTENAW

Name: Robert E. Guenzel
Title: County Administrator
Signature & date: _____

Attested By:
Name: Lawrence Kestenbaum
Title: County Clerk/ Register
Signature & date: _____

TOWNSHIP OF NORTHFIELD

Township Supervisor:
Signature & date: _____
Michael Cicchella

6/10/08

Attested By:
Township Clerk:
Signature & date: _____
Michele K. Manning

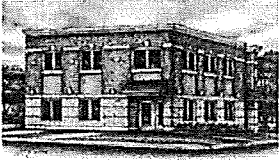
6/10/08

CERTIFICATION BY COUNTY CORPORATION COUNSEL

The undersigned, Corporation Counsel for the County of **Washtenaw**, certifies that the terms and provisions of the foregoing agreement are fully authorized under existing State and local law and that the agreement provides full legal authority for the County to undertake or assist in undertaking essential community development and housing assistance activities, specifically urban renewal and public assisted housing in cooperation with local units of government.

Name: Curtis Hedger
Title: Corporation Counsel

Signature & date: _____



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

June 29, 2017

VIA CERTIFIED MAIL
AND FIRST CLASS MAIL

Mr. Gary Stanny

Whitmore Lake, Michigan 48189

Re: 7725 Shady Beach, Whitmore Lake, Michigan 48189, B-02-17-262-002 (the
"Property")

Dear Mr. Stanny,

Please be informed that our office represents Northfield Township. As we previously informed you by our letter of May 1, 2017, a copy of which is attached hereto, the Township Board is in the process of evaluating the Property regarding your lack of compliance with the Property Maintenance Code of Northfield Township (the "PMC") in ways including, but not limited to, violations of Section 108. You have, previously, been directed by both Mr. Weiland, the Township Building Official, and by our office to bring the Property into compliance with Township Ordinances.

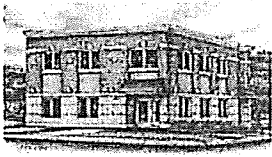
Our office has been directed by the Board of Trustees to inform you that this matter is being placed on the agenda for the July 11, 2017 meeting of the Board of Trustees for consideration of authorization of circuit court litigation. You are strongly encouraged to attend.

Very truly yours,



Bradford L. Maynes

cc: Board of Trustees
Mr. Kurt Weiland



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

May 1, 2017

VIA CERTIFIED MAIL
AND FIRST CLASS MAIL

Mr. Gary Stanny

Whitmore Lake, Michigan 48189

Re: 7725 Shady Beach, Whitmore Lake, Michigan 48189, B-02-17-262-002 (the
"Property")

Dear Mr. Stanny,

Please be informed that our office represents Northfield Township. It is our understanding that the Township Building Official, Mr. Kurt Weiland, performed an inspection of the exterior of the Property on August 22, 2016. As of the time of this inspection, Mr. Weiland determined the Property was found to be in violation of the Property Maintenance Code of Northfield Township (the "PMC") in ways including, but not limited to, the following:

Section 108

Exterior entry deck appears to be deteriorated to the point of collapse, roof structure has been neglected and deteriorated to a point of collapse, the structure is an attractive nuisance to children who might play in the building or structure to their danger, the structure is no longer safe to use or occupy, and the accessory structure also appears to be in a deteriorated condition.

Copies of the above sections are attached hereto for your reference. You were provided notice of these violations by Mr. Weiland in his letters of August 22, 2016 and March 29, 2017, copies of which are attached hereto. It is my understanding from Mr. Weiland that you have contacted him regarding the progress that you are making with the Property.

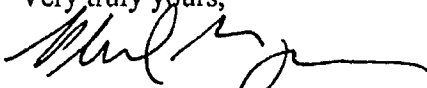
By this notice, you are hereby ordered to bring the Property into compliance with the above sections of the PMC by May 9, 2017. Please be informed that you have a right to appeal this determination as set forth in Section 111 of the PMC, a copy of which is attached hereto. Additionally, please be informed that actions taken by the Township to bring the Property into

Mr. Gary Stanny
May 1, 2017
Page 2

compliance may be charged as a lien upon the Property, as set forth in Section 106.3 of the PMC, a copy of which is attached hereto. This matter being placed on the agenda for the Township Board meeting scheduled for May 9, 2017, which you are encouraged to attend.

Please contact Mr. Weiland or my office if you have any questions in this regard.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Bradford L. Mayrles', written in a cursive style.

Bradford L. Mayrles

cc: Board of Trustees
Mr. Kurt Weiland

106.2 Notice of violation. The code official shall serve a notice of violation or order in accordance with Section 107.

106.3 Prosecution of violation. Any person failing to comply with a notice of violation or order served in accordance with Section 107 shall be deemed guilty of a misdemeanor or civil infraction as determined by the local municipality, and the violation shall be deemed a strict liability offense. If the notice of violation is not complied with, the code official shall institute the appropriate proceeding at law or in equity to restrain, correct or abate such violation, or to require the removal or termination of the unlawful occupancy of the structure in violation of the provisions of this code or of the order or direction made pursuant thereto. Any action taken by the authority having jurisdiction on such premises shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

106.4 Violation penalties. Any person who shall violate a provision of this code, or fail to comply therewith, or with any of the requirements thereof, shall be prosecuted within the limits provided by state or local laws. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

106.5 Abatement of violation. The imposition of the penalties herein prescribed shall not preclude the legal officer of the jurisdiction from instituting appropriate action to restrain, correct or abate a violation, or to prevent illegal occupancy of a building, structure or premises, or to stop an illegal act, conduct, business or utilization of the building, structure or premises.

SECTION 107 NOTICES AND ORDERS

107.1 Notice to person responsible. Whenever the code official determines that there has been a violation of this code or has grounds to believe that a violation has occurred, notice shall be given in the manner prescribed in Sections 107.2 and 107.3 to the person responsible for the violation as specified in this code. Notices for condemnation procedures shall also comply with Section 108.3.

107.2 Form. Such notice prescribed in Section 107.1 shall be in accordance with all of the following:

1. Be in writing.
2. Include a description of the real estate sufficient for identification.
3. Include a statement of the violation or violations and why the notice is being issued.
4. Include a correction order allowing a reasonable time to make the repairs and improvements required to bring the dwelling unit or structure into compliance with the provisions of this code.
5. Inform the property owner of the right to appeal.
6. Include a statement of the right to file a lien in accordance with Section 106.3.

107.3 Method of service. Such notice shall be deemed to be properly served if a copy thereof is:

1. Delivered personally;
2. Sent by certified or first-class mail addressed to the last known address; or
3. If the notice is returned showing that the letter was not delivered, a copy thereof shall be posted in a conspicuous place in or about the structure affected by such notice.

107.4 Penalties. Penalties for noncompliance with orders and notices shall be as set forth in Section 106.4.

107.5 Transfer of ownership. It shall be unlawful for the owner of any dwelling unit or structure who has received a compliance order or upon whom a notice of violation has been served to sell, transfer, mortgage, lease or otherwise dispose of such dwelling unit or structure to another until the provisions of the compliance order or notice of violation have been complied with, or until such owner shall first furnish the grantee, transferee, mortgagee or lessee a true copy of any compliance order or notice of violation issued by the code official and shall furnish to the code official a signed and notarized statement from the grantee, transferee, mortgagee or lessee, acknowledging the receipt of such compliance order or notice of violation and fully accepting the responsibility without condition for making the corrections or repairs required by such compliance order or notice of violation.

SECTION 108 UNSAFE STRUCTURES AND EQUIPMENT

108.1 General. When a structure or equipment is found by the code official to be unsafe, or when a structure is found unfit for human occupancy, or is found unlawful, such structure shall be condemned pursuant to the provisions of this code.

108.1.1 Unsafe structures. An unsafe structure is one that is found to be dangerous to the life, health, property or safety of the public or the occupants of the structure by not providing minimum safeguards to protect or warn occupants in the event of fire, or because such structure contains unsafe equipment or is so damaged, decayed, dilapidated, structurally unsafe or of such faulty construction or unstable foundation, that partial or complete collapse is possible.

108.1.2 Unsafe equipment. Unsafe equipment includes any boiler, heating equipment, elevator, moving stairway, electrical wiring or device, flammable liquid containers or other equipment on the premises or within the structure which is in such disrepair or condition that such equipment is a hazard to life, health, property or safety of the public or occupants of the premises or structure.

108.1.3 Structure unfit for human occupancy. A structure is unfit for human occupancy whenever the code official finds that such structure is unsafe, unlawful or, because of the degree to which the structure is in disrepair or lacks maintenance, is insanitary, vermin or rat infested, contains filth and contamination, or lacks ventilation, illumination,

ADMINISTRATION

sanitary or heating facilities or other essential equipment required by this code, or because the location of the structure constitutes a hazard to the occupants of the structure or to the public.

108.1.4 Unlawful structure. An unlawful structure is one found in whole or in part to be occupied by more persons than permitted under this code, or was erected, altered or occupied contrary to law.

108.2 Closing of vacant structures. If the structure is vacant and unfit for human habitation and occupancy, and is not in danger of structural collapse, the code official is authorized to post a placard of condemnation on the premises and order the structure closed up so as not to be an attractive nuisance. Upon failure of the owner to close up the premises within the time specified in the order, the code official shall cause the premises to be closed and secured through any available public agency or by contract or arrangement by private persons and the cost thereof shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate and may be collected by any other legal resource.

108.3 Notice. Whenever the code official has condemned a structure or equipment under the provisions of this section, notice shall be posted in a conspicuous place in or about the structure affected by such notice and served on the owner or the person or persons responsible for the structure or equipment in accordance with Section 107.3. If the notice pertains to equipment, it shall also be placed on the condemned equipment. The notice shall be in the form prescribed in Section 107.2.

108.4 Placarding. Upon failure of the owner or person responsible to comply with the notice provisions within the time given, the code official shall post on the premises or on defective equipment a placard bearing the word "Condemned" and a statement of the penalties provided for occupying the premises, operating the equipment or removing the placard.

108.4.1 Placard removal. The code official shall remove the condemnation placard whenever the defect or defects upon which the condemnation and placarding action were based have been eliminated. Any person who defaces or removes a condemnation placard without the approval of the code official shall be subject to the penalties provided by this code.

108.5 Prohibited occupancy. Any occupied structure condemned and placarded by the code official shall be vacated as ordered by the code official. Any person who shall occupy a placarded premises or shall operate placarded equipment, and any owner or any person responsible for the premises who shall let anyone occupy a placarded premises or operate placarded equipment shall be liable for the penalties provided by this code.

SECTION 109 EMERGENCY MEASURES

109.1 Imminent danger. When, in the opinion of the code official, there is imminent danger of failure or collapse of a building or structure which endangers life, or when any structure or part of a structure has fallen and life is endangered by the occupation of the structure, or when there is actual or potential dan-

ger to the building occupants or those in the proximity of any structure because of explosives, explosive fumes or vapors or the presence of toxic fumes, gases or materials, or operation of defective or dangerous equipment, the code official is hereby authorized and empowered to order and require the occupants to vacate the premises forthwith. The code official shall cause to be posted at each entrance to such structure a notice reading as follows: "This Structure Is Unsafe and Its Occupancy Has Been Prohibited by the Code Official." It shall be unlawful for any person to enter such structure except for the purpose of securing the structure, making the required repairs, removing the hazardous condition or of demolishing the same.

109.2 Temporary safeguards. Notwithstanding other provisions of this code, whenever, in the opinion of the code official, there is imminent danger due to an unsafe condition, the code official shall order the necessary work to be done, including the boarding up of openings, to render such structure temporarily safe whether or not the legal procedure herein described has been instituted; and shall cause such other action to be taken as the code official deems necessary to meet such emergency.

109.3 Closing streets. When necessary for public safety, the code official shall temporarily close structures and close, or order the authority having jurisdiction to close, sidewalks, streets, public ways and places adjacent to unsafe structures, and prohibit the same from being utilized.

109.4 Emergency repairs. For the purposes of this section, the code official shall employ the necessary labor and materials to perform the required work as expeditiously as possible.

109.5 Costs of emergency repairs. Costs incurred in the performance of emergency work shall be paid by the jurisdiction. The legal counsel of the jurisdiction shall institute appropriate action against the owner of the premises where the unsafe structure is or was located for the recovery of such costs.

109.6 Hearing. Any person ordered to take emergency measures shall comply with such order forthwith. Any affected person shall thereafter, upon petition directed to the appeals board, be afforded a hearing as described in this code.

SECTION 110 DEMOLITION

110.1 General. The code official shall order the owner of any premises upon which is located any structure, which in the code official's judgment is so old, dilapidated or has become so out of repair as to be dangerous, unsafe, insanitary or otherwise unfit for human habitation or occupancy, and such that it is unreasonable to repair the structure, to demolish and remove such structure; or if such structure is capable of being made safe by repairs, to repair and make safe and sanitary or to demolish and remove at the owner's option; or where there has been a cessation of normal construction of any structure for a period of more than two years, to demolish and remove such structure.

110.2 Notices and orders. All notices and orders shall comply with Section 107.

110.3 Failure to comply. If the owner of a premises fails to comply with a demolition order within the time prescribed, the

code official shall cause the structure to be demolished and removed, either through an available public agency or by contract or arrangement with private persons, and the cost of such demolition and removal shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

110.4 Salvage materials. When any structure has been ordered demolished and removed, the governing body or other designated officer under said contract or arrangement aforesaid shall have the right to sell the salvage and valuable materials at the highest price obtainable. The net proceeds of such sale, after deducting the expenses of such demolition and removal, shall be promptly remitted with a report of such sale or transaction, including the items of expense and the amounts deducted, for the person who is entitled thereto, subject to any order of a court. If such a surplus does not remain to be turned over, the report shall so state.

SECTION 111 MEANS OF APPEAL

111.1 Application for appeal. Any person directly affected by a decision of the code official or a notice or order issued under this code shall have the right to appeal to the board of appeals, provided that a written application for appeal is filed within 20 days after the day the decision, notice or order was served. An application for appeal shall be based on a claim that the true intent of this code or the rules legally adopted thereunder have been incorrectly interpreted, the provisions of this code do not fully apply, or the requirements of this code are adequately satisfied by other means.

111.2 Membership of board. The board of appeals shall consist of a minimum of three members who are qualified by experience and training to pass on matters pertaining to property maintenance and who are not employees of the jurisdiction. The code official shall be an ex-officio member but shall have no vote on any matter before the board. The board shall be appointed by the chief appointing authority, and shall serve staggered and overlapping terms.

111.2.1 Alternate members. The chief appointing authority shall appoint two or more alternate members who shall be called by the board chairman to hear appeals during the absence or disqualification of a member. Alternate members shall possess the qualifications required for board membership.

111.2.2 Chairman. The board shall annually select one of its members to serve as chairman.

111.2.3 Disqualification of member. A member shall not hear an appeal in which that member has a personal, professional or financial interest.

111.2.4 Secretary. The chief administrative officer shall designate a qualified person to serve as secretary to the board. The secretary shall file a detailed record of all proceedings in the office of the chief administrative officer.

111.2.5 Compensation of members. Compensation of members shall be determined by law.

111.3 Notice of meeting. The board shall meet upon notice from the chairman, within 20 days of the filing of an appeal, or at stated periodic meetings.

111.4 Open hearing. All hearings before the board shall be open to the public. The appellant, the appellant's representative, the code official and any person whose interests are affected shall be given an opportunity to be heard. A quorum shall consist of not less than two-thirds of the board membership.

111.4.1 Procedure. The board shall adopt and make available to the public through the secretary procedures under which a hearing will be conducted. The procedures shall not require compliance with strict rules of evidence, but shall mandate that only relevant information be received.

111.5 Postponed hearing. When the full board is not present to hear an appeal, either the appellant or the appellant's representative shall have the right to request a postponement of the hearing.

111.6 Board decision. The board shall modify or reverse the decision of the code official only by a concurring vote of a majority of the total number of appointed board members.

111.6.1 Records and copies. The decision of the board shall be recorded. Copies shall be furnished to the appellant and to the code official.

111.6.2 Administration. The code official shall take immediate action in accordance with the decision of the board.

111.7 Court review. Any person, whether or not a previous party of the appeal, shall have the right to apply to the appropriate court for a writ of certiorari to correct errors of law. Application for review shall be made in the manner and time required by law following the filing of the decision in the office of the chief administrative officer.

111.8 Stays of enforcement. Appeals of notice and orders (other than Imminent Danger notices) shall stay the enforcement of the notice and order until the appeal is heard by the appeals board.

106.2 Notice of violation. The code official shall serve a notice of violation or order in accordance with Section 107.

106.3 Prosecution of violation. Any person failing to comply with a notice of violation or order served in accordance with Section 107 shall be deemed guilty of a misdemeanor or civil infraction as determined by the local municipality, and the violation shall be deemed a strict liability offense. If the notice of violation is not complied with, the code official shall institute the appropriate proceeding at law or in equity to restrain, correct or abate such violation, or to require the removal or termination of the unlawful occupancy of the structure in violation of the provisions of this code or of the order or direction made pursuant thereto. Any action taken by the authority having jurisdiction on such premises shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

106.4 Violation penalties. Any person who shall violate a provision of this code, or fail to comply therewith, or with any of the requirements thereof, shall be prosecuted within the limits provided by state or local laws. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

106.5 Abatement of violation. The imposition of the penalties herein prescribed shall not preclude the legal officer of the jurisdiction from instituting appropriate action to restrain, correct or abate a violation, or to prevent illegal occupancy of a building, structure or premises, or to stop an illegal act, conduct, business or utilization of the building, structure or premises.

SECTION 107 NOTICES AND ORDERS

107.1 Notice to person responsible. Whenever the code official determines that there has been a violation of this code or has grounds to believe that a violation has occurred, notice shall be given in the manner prescribed in Sections 107.2 and 107.3 to the person responsible for the violation as specified in this code. Notices for condemnation procedures shall also comply with Section 108.3.

107.2 Form. Such notice prescribed in Section 107.1 shall be in accordance with all of the following:

1. Be in writing.
2. Include a description of the real estate sufficient for identification.
3. Include a statement of the violation or violations and why the notice is being issued.
4. Include a correction order allowing a reasonable time to make the repairs and improvements required to bring the dwelling unit or structure into compliance with the provisions of this code.
5. Inform the property owner of the right to appeal.
6. Include a statement of the right to file a lien in accordance with Section 106.3.

107.3 Method of service. Such notice shall be deemed to be properly served if a copy thereof is:

1. Delivered personally;
2. Sent by certified or first-class mail addressed to the last known address; or
3. If the notice is returned showing that the letter was not delivered, a copy thereof shall be posted in a conspicuous place in or about the structure affected by such notice.

107.4 Penalties. Penalties for noncompliance with orders and notices shall be as set forth in Section 106.4.

107.5 Transfer of ownership. It shall be unlawful for the owner of any dwelling unit or structure who has received a compliance order or upon whom a notice of violation has been served to sell, transfer, mortgage, lease or otherwise dispose of such dwelling unit or structure to another until the provisions of the compliance order or notice of violation have been complied with, or until such owner shall first furnish the grantee, transferee, mortgagee or lessee a true copy of any compliance order or notice of violation issued by the code official and shall furnish to the code official a signed and notarized statement from the grantee, transferee, mortgagee or lessee, acknowledging the receipt of such compliance order or notice of violation and fully accepting the responsibility without condition for making the corrections or repairs required by such compliance order or notice of violation.

SECTION 108 UNSAFE STRUCTURES AND EQUIPMENT

108.1 General. When a structure or equipment is found by the code official to be unsafe, or when a structure is found unfit for human occupancy, or is found unlawful, such structure shall be condemned pursuant to the provisions of this code.

108.1.1 Unsafe structures. An unsafe structure is one that is found to be dangerous to the life, health, property or safety of the public or the occupants of the structure by not providing minimum safeguards to protect or warn occupants in the event of fire, or because such structure contains unsafe equipment or is so damaged, decayed, dilapidated, structurally unsafe or of such faulty construction or unstable foundation, that partial or complete collapse is possible.

108.1.2 Unsafe equipment. Unsafe equipment includes any boiler, heating equipment, elevator, moving stairway, electrical wiring or device, flammable liquid containers or other equipment on the premises or within the structure which is in such disrepair or condition that such equipment is a hazard to life, health, property or safety of the public or occupants of the premises or structure.

108.1.3 Structure unfit for human occupancy. A structure is unfit for human occupancy whenever the code official finds that such structure is unsafe, unlawful or, because of the degree to which the structure is in disrepair or lacks maintenance, is insanitary, vermin or rat infested, contains filth and contamination, or lacks ventilation, illumination,

**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: Dan Willis -Wastewater Treatment Plant Superintendent

Date: July 6, 2017

Subject: Air Conditioning

Township Board;

The air conditioning system has been down since last summer. The system uses chilled water instead of cold air because of this there are few contractors who service them so it has taken some time to get prices. We have 3 prices ranging from a low of 11,750 to 14,745 . It is my recommendation that we take the low bid of 11,750 from Design Comfort from Brighton.

Thank You Dan Willis WWTP Superintendant



DESIGN COMFORT CO., INC.

ENVIRONMENTAL CONTROL SPECIALISTS

HEATING ■ VENTILATION ■ AIR CONDITIONING
DUST ■ MIST ■ FUME COLLECTION

4023 S. Old US 23, Suite 109

Brighton, MI 48114

Ph: 888-255-4822 Fax: 517-552-5670

Website: designcomfort.com E-mail jfellows@designcomfort.com

QTN # 062617NT

June 26, 2017

Northfield Township
11500 Lemen Rd
Whitmore Lake, MI 48189

Phone 734-449-4159
Cell 734-323-1389
Fax 734-323-1387
Email willisd@northfieldmi.gov

Attn: Dan Willis
Subject: Chiller Replacement

Dear Dan, we are pleased to submit our proposal for replacing the outdoor Multi Aqua chiller at your facility. This model is unavailable. The new model has a slightly larger footprint (58" tall X 36"L X 41"W). The new chiller is a higher efficiency model than we quoted last year. It will use 407C refrigerant. You should expect a 25-28% savings in energy consumption with this model. It will come with low ambient capability to cool below 50 degree outdoor ambient if needed. Please review the proposal below and advise.

Proposal A: Replace Chiller

- Disconnect/lockout power.
- Reclaim refrigerant from system and dispose of per EPA regulations.
- Disconnect existing 1" copper fluid lines.
- Remove/replace existing chiller with use of customers fork lift
- Replace existing pad.
- Replace fluid lines with new unions, valves, and strainer.
- Insulate the copper lines.
- Fill new unit with 50% glycol solution.
- Connect all wiring.
- Start/test for proper operation.

Purchase Price: \$ 11,750.00 Materials, Labor, & Shipping

Customer to provide:

- **Free access for material & Labor**
- **4'X4'X4" cement pad for new chiller**
- **Extra glycol if needed**

Terms- 50% due upon acceptance of contract remainder net 30 days

Dan, lead time on this unit is 1 week. I will also send you a submittal for the unit for your review. If you have any questions please do not hesitate to call us at your convenience.

Respectfully Submitted,

Jeff Fellows
Service Manager
Design Comfort Co
810-602-2068 Cell

Purchaser Signature _____

Date _____ **P.O.** _____



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Mechanical Temp
17311 Sumner
Redford MI 48240

(313) 282-4758 Phone
mtoffice100@gmail.com
www.mthvacr.com

Bill To

Northfield Twp Water Treatment Plant

11500 Lemen rd
Whitmore Lake Mi 48189

Ship To

Northfield Twp Water Treatment Plant

11500 Lemen rd
Whitmore Lake Mi 48189

Work Order # 414

Transaction Date: 07/06/2017

Terms: Net 30 2%

Quote Q70

Item	Description	Quantity	Price	Amount
Install Parts	Chiller Multi Aqua M# MAC036-HE-01	1	\$13,330.00	\$13,330.00
Install Parts	Piping / wiring/ pad/ disconnect	1	\$275.00	\$275.00
Labor	Unhook old chiller and electrical and piping. Install new chiller pipe fit to new unit test operation once completed.	12	\$95.00	\$1,140.00

PENDING

Subtotal \$14,745.00

Tax \$0.00

Total \$14,745.00

Payments \$0.00

Balance Due \$0.00



KOCH & WHITE
HEATING • COOLING
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Distinguished Dealer

NATE Certified

Northfield Township Waster Water
 11500 Lemen Rd
 Whitmore Lake, MI 48189

6/9/17

734-449-4159

We propose to furnish the labor and materials—complete in accordance with the below specifications.

Installation of a Carrier multi head ductless heat pumps to include the following:

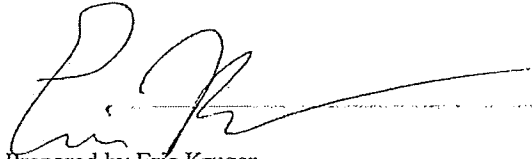
- Four wall-mount Carrier air handlers model #40MAQB12
- One outdoor condenser Carrier model #38MGRQ36
- Refrigerant piping between units
- Drain piping from evaporators
- Electrical wiring connections
- Outdoor wall bracket for condenser
- 5 year parts and 1 year labor warranty
- Labor, material and permits

TOTAL \$ 14,675.00

Thank you for considering this estimate.

To accept this proposal, please sign below and return it with a 1/3 down payment. Balance is due upon completion. This quote may be withdrawn if not accepted within 30 days.

Accepted by _____, on ____/____/____



Prepared by Eric Kruger



Memo

To: Northfield Township Board of Trustees
From: Marlene Chockley, Supervisor
RE: Board Meeting Date Changes for August
Date: July 6, 2017

Trustees,

Our regularly scheduled August 8th meeting falls on an election day. The Board has historically moved their meeting date to avoid election days.

I propose that we change the two meeting dates in August from August 8 and 22 to August 15 and 29.

Thank you for your consideration.



Marlene Chockley

Memo

To: Northfield Township Board of Trustees

From: Marlene Chockley, Supervisor

RE: Appointments

Date: July 6, 2017

Trustees,

Downtown Development Authority

We had several people interested in serving on the Downtown Development Authority. Please see their applications. As is the case with Planning Commission appointments, DDA members are appointed by the supervisor with the approval of the Board of Trustees. A majority of the 8 members must have an economic interest in the district.

Therefore, I recommend the appointments of:

1. Anne laquinto to a term expiring June 30, 2019
2. Denise Kabisch to a term expiring June 30, 2020
3. Jack Secrist to a term expiring June 30, 2020

Land Preservation Committee

We have two individuals who have submitted their applications for the Land Preservation Committee.

John Glumb
David Gordon

Board of Review

We have yet to receive any applications for this Board.

Thank you for your consideration.



Marlene Chockley

DDA

NORTHFIELD TOWNSHIP MICHIGAN

8350 Main St.
Whitmore Lake, MI 48189

Phone: 734-449-2880
Fax: 734-449-0123

Boards and Commissions Application

Personal Information			
Last Name <i>Iaquinto</i>	First Name <i>Anne</i>	M. I.	Today's Date <i>6-26-17</i>
Street Address <i>9876 Main St</i>	City <i>Whitmore Lake</i>	State <i>MI</i>	Zip <i>48189</i>
E-mail <i>anneiaquinto@chartermi.net</i>	Home Phone _____	Cell Phone <i>734-323-0775</i>	
What Board/Commission are you applying for? <i>DDA</i>	Date Available <i>ASAP!</i>	Have you ever applied with us before? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Residency is required for most Boards and Commissions. Are you a resident of Northfield Township? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, for how long? _____			

Education		
Name & Location	Last Year Completed	Major & Degree earned
High School <i>Pioneer High School</i>	9 10 11 <i>(12)</i>	<i>(Business) HS Diploma</i>
College, University or Trade School <i>WCC</i>	<i>(1)</i> 2 3 4	_____
Other		

List any Relevant Certifications you currently hold
Serve Safe Certification (Food Safety) - taken 3 times (a 5 year certification)

Provide a brief biography including your skills, background and expertise, as well as any involvement in the community, professional or other non-profit organizations that are specifically applicable to this board or commission.

*Dedicated board member - School Board (Whitmore Lake) for 11 years;
Great Lakes Ice Cream & Fast Food Assoc. - board member for 10 years and held
President seat for 2 year term; DDA - Whitmore Lake (years); Greater Whitmore
Lake Kiwanis (8 years - roughly); Facilities Committee for Living Water Church (new bldg).
Local business owner*

*Skills - event/project planning; open-minded / think outside-the-box; creative;
working on budgets; secretarial skills; volunteer-minded (always having a need to serve
community in any way); organizing; coordinate fundraising events*

What led to your desire to serve the community?

*Be involved in the community I live in, make a difference, offer my
skills/talents, learn from like-minded community members, a
desire to revitalize our community to be user-friendly and attract people from
other communities and as a business owner I have an invested interest in Whitmore Lake*

Employment History

Employer Name	Mac's/Bee's Place	Type of Business	Marina, Ice Cream Shop
Address	9376 Main St.	Employment Dates:	
Job Title:	VP/owner	From:	1996
Duties:		To:	present
Employer Name	Alistar Alarm	Type of Business	Alarm Company
Address	8345 Main St.	Employment Dates:	
Job Title:	Office Coordinator	From:	Jan 2015
Duties:	invoicing, job management of building new accounts in preparation for installation, project management when needed, customer relations/problem solving	To:	present
Employer Name	University of Michigan	Type of Business	
Address	Ann Arbor	Employment Dates:	
Job Title:	several jobs - 2/ Med. School - 13/ Bus. School	From:	1981
Duties:	Admin. Assistant, scheduling, event planning, interview/hire employees, budget planning liaison for MBA students	To:	1997

Supplemental Information: Please review the attached "Boards and Commissions Application Attachment" for the desired qualifications for each board and commission. Check the appropriate box or boxes to indicate whether you have experience or professional credentials that may be needed to fill a specific seat.

Some boards and commissions are a mix of citizens with certain qualifications and others are citizens representing the general public. Even if you do not have any of the experience or professional background listed, the community urges you to apply for consideration. The community needs citizens with diverse backgrounds in its boards and commissions.

Important Public Records Information: All information submitted in this application is public information and subject to disclosure in response to a public records request made pursuant to the Freedom of Information Act. Please contact the Clerk at 734-449-2880 if you have any questions or concerns about the disclosure of certain information.

Truth and Accuracy: I certify that the information contained on this form is accurate and complete to the best of my knowledge. I understand that all of the information disclosed on this form will be available to the public as part of a Freedom of Information Act request.

Anne Laguinto
Applicant's Signature

10-26-17
Date:

Return Completed Forms to:
Northfield Township Clerk
8350 Main St.
P. O. Box 576
Whitmore Lake, MI 48189

NORTHFIELD TOWNSHIP MICHIGAN

8350 Main St.
Whitmore Lake, MI 48189

Phone: 734-449-2880
Fax: 734-449-0123

Boards and Commissions Application

Personal Information				
Last Name Kabisch	First Name Denise	M. I. J	Today's Date 5/1/2017	
Street Address 9666 Main St	City Whitmore Lake		State MI	Zip 48189
E-mail Dkabisch@med.umich.edu	Home Phone 734.449.9296	Cell Phone 734.558.0460		
What Board/Commission are you applying for? Downtown Development Authority	Date Available Immediately	Have you ever applied with us before? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Residency is required for most Boards and Commissions. Are you a resident of Northfield Township? <input checked="" type="checkbox"/> Yes, 15 years				

Education		
Name & Location	Last Year Completed	Major & Degree earned
High School Gabriel Richard High, Riverview, MI	9 10 11 (12)	General subjects with emphasis on Physiology and Fine Arts
College, University or Trade School	1 2 3 (4)	
Other	2 advanced degrees	Instructional Design and Teaching certificate for Emotionally Impaired Child
List any Relevant Certifications you currently hold		

Provide a brief biography including your skills, background and expertise, as well as any involvement in the community, professional or other non-profit organizations that are specifically applicable to this board or commission.

- I am currently a member of the Downtown Planning Group.
- Working with Marlene Chockley to organize people for the Planting of Main St.
- Worked with Dr. Barb to find an artist for the Polly Market/PNC wall mural on Main St.
- Presented 2 artists information and Marquette to the DDA for final vote to award the contract.
- Helped organize community funding for the Polly Market/PNC wall mural on Main St.
- I am the Vice President of the Potters Guild in Ann Arbor and an active artist in ceramics.
- For the last 10 years I have worked as a Business Systems Analyst in Information Technology for the University of Michigan Medical System, Ann Arbor.

What led to your desire to serve the community?

I believe in the importance of community work, serving the public and improving a community from within through participation and collaboration. I hope you will consider me for a position with the DDA.

Employment History	
Employer Name	Type of Business
Address	Employment Dates:
Job Title:	From: To:
Duties:	
Employer Name	Type of Business
Address	Employment Dates:
Job Title:	From: To:
Duties:	
Employer Name	Type of Business
Address	Employment Dates:
Job Title:	From: To:
Duties:	

Supplemental Information: Please review the attached "Boards and Commissions Application Attachment" for the desired qualifications for each board and commission. Check the appropriate box or boxes to indicate whether you have experience or professional credentials that may be needed to fill a specific seat.

Some boards and commissions are a mix of citizens with certain qualifications and others are citizens representing the general public. Even if you do not have any of the experience or professional background listed, the community urges you to apply for consideration. The community needs citizens with diverse backgrounds in its boards and commissions.

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Truth and Accuracy: I certify that the information contained on this form is accurate and complete to the best of my knowledge. I understand that all of the information disclosed on this form will be available to the public as part of a Freedom of Information Act request.

Applicant's Signature

Date:

Return Completed Forms to:

Northfield Township Clerk
8350 Main St.
P. O. Box 576
Whitmore Lake, MI 48189

DDA

RECEIVED

04 2017

NORTHFIELD TOWNSHIP MICHIGAN

NORTHFIELD TOWNSHIP

8350 Main St.
Whitmore Lake, MI 48189

Phone: 734-449-2880
Fax: 734-449-0123

Boards and Commissions Application

Personal Information

Last Name SECRIST	First Name JACK	M. I. A.	Today's Date 03/30/2017	
Street Address 7140 NOLLAR RD.		City WHITMORE LAKE	State MI	Zip 48189
E-mail secristj@aol.com		Home Phone (734) 550-9291	Cell Phone (205) 903-5455	
What Board/Commission are you applying for?	Date Available	Have you ever applied with us before? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Residency is required for most Boards and Commissions. Are you a resident of Northfield Township? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, for how long? 4 YEARS				

Education

Name & Location	Last Year Completed	Major & Degree earned
High School CASS TECHNICAL HIGH SCHOOL DETROIT, MICH	9 10 11 12	
College, University or Trade School (UNIV OF MICHIGAN, UNIV OF ILLINOIS)	1 2 3 (4)	B.S. - Chemistry (U-Mich) Ph.D. - Organic Chemistry (U-Ill)
Other HANUMANO CHIV.		Postdoctoral Fellowship (Harvard)

List any Relevant Certifications you currently hold

Provide a brief biography including your skills, background and expertise, as well as any involvement in the community, professional or other non-profit organizations that are specifically applicable to this board or commission.

Board of Trustees, Northfield Township Area Library, elected 2016
Downtown Planning Group member
Board of Trustees, Inverness Country Club 2017-
Service on various committees in Michigan (local, state), Chamber of Commerce, Board of Education, Michigan legislative mandated committee, United Way.
Service on national committees: Natl Institutes of Health, U.S. Army
Service on international society committees. Service as officer of societies, chair of many committees at various levels.

What led to your desire to serve the community?
We are permanent residents of Northfield Township interested in its long term direction and vitality.

Employment History

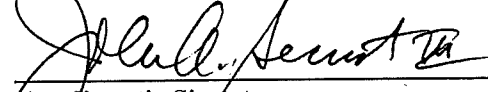
Employer Name	Southern Research Institute	Type of Business	Science (Engineering Research)
Address	Birmingham, Alabama	Employment Dates:	
Job Title:	CEO/President 2006-2013	From:	1979
		To:	2013 (retired)
Duties:			
Employer Name		Type of Business	
Address		Employment Dates:	
Job Title:		From:	To:
Duties:			
Employer Name		Type of Business	
Address		Employment Dates:	
Job Title:		From:	To:
Duties:			

Supplemental Information: Please review the attached "Boards and Commissions Application Attachment" for the desired qualifications for each board and commission. Check the appropriate box or boxes to indicate whether you have experience or professional credentials that may be needed to fill a specific seat.

Some boards and commissions are a mix of citizens with certain qualifications and others are citizens representing the general public. Even if you do not have any of the experience or professional background listed, the community urges you to apply for consideration. The community needs citizens with diverse backgrounds in its boards and commissions.

Important Public Records Information: All information submitted in this application is public information and subject to disclosure in response to a public records request made pursuant to the Freedom of Information Act. Please contact the Clerk at 734-449-2880 if you have any questions or concerns about the disclosure of certain information.

Truth and Accuracy: I certify that the information contained on this form is accurate and complete to the best of my knowledge. I understand that all of the information disclosed on this form will be available to the public as part of a Freedom of Information Act request.


 Applicant's Signature

5/4/2017
 Date:

Return Completed Forms to:
 Northfield Township Clerk
 8350 Main St.
 P. O. Box 576
 Whitmore Lake, MI 48189

DDA

Dan Smith

328 N. Pointe Dr., Whitmore Lake, MI 48189
(734) 449-2985
mail@ElectDanSmith.com

21 June 2017

Northfield Township Board members:

Please accept this letter as indicating my desire to be re-appointed to the Northfield Township Downtown Development Authority (DDA). As a founding member of the DDA, I have worked for many years with other community members to make the DDA district more appealing for businesses and more attractive for residents.

Some notable projects that DDA has accomplished during my tenure include welcome signs, sidewalks, stamped concrete, and the always-popular flowers.

Thank you for the privilege of serving, and I look forward to continuing to serve Northfield Township on the DDA board.

Sincerely,
Dan Smith



NORTHFIELD TOWNSHIP MICHIGAN

8350 Main St.
Whitmore Lake, MI 48189

Phone: 734-449-2880
Fax: 734-449-0123

Boards and Commissions Application

Personal Information			
Last Name Smith	First Name Dan	M. I.	Today's Date 6/21/2017
Street Address 328 N. Pointe Dr.	City Whitmore Lake		State MI
Zip 48189		E-mail mail@ElectDanSmith.com	Home Phone (734) 449-2985
Cell Phone		What Board/Commission are you applying for? DDA	
Date Available		Have you ever applied with us before? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Residency is required for most Boards and Commissions. Are you a resident of Northfield Township? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, for how long? <u>23</u> years			

Education		
Name & Location	Last Year Completed	Major & Degree earned
High School Lansing Christian, Lansing, MI	9 10 11 12	diploma
College, University or Trade School Calvin College, Grand Rapids, MI	1 2 3 4	Bachelor of Science
Other Michigan State University, East Lansing, MI		Masters of Science
List any Relevant Certifications you currently hold		

Provide a brief biography including your skills, background and expertise, as well as any involvement in the community, professional or other non-profit organizations that are specifically applicable to this board or commission.

Founding and current DDA member; former Northfield Township trustee; former Washtenaw County commissioner

What led to your desire to serve the community?

Make Northfield Township a great place for all residents and businesses!

Employment History			
Employer Name	MDA	Type of Business	software
Address	Ypsilanti, MI	Employment Dates:	
Job Title:	Sr. Software Engineer	From:	To:
Duties:			
Employer Name	Autodesk	Type of Business	software
Address	Novi, MI	Employment Dates:	
Job Title:	Principal Software Engineer	From:	To:
Duties:			
Employer Name		Type of Business	
Address		Employment Dates:	
Job Title:		From:	To:
Duties:			

Important Public Records Information: All information submitted in this application is public information and subject to disclosure in response to a public records request made pursuant to the Freedom of Information Act. Please contact the Clerk at 734-449-2880 if you have any questions or concerns about the disclosure of certain information.

Truth and Accuracy: I certify that the information contained on this form is accurate and complete to the best of my knowledge. I understand that all of the information disclosed on this form will be available to the public as part of a Freedom of Information Act request.

J. Daniel Smith
 Applicant's Signature

21 June 2017
 Date:

Return Completed Forms to: Northfield Township Clerk
 8350 Main St.
 P. O. Box 576
 Whitmore Lake, MI 48189

DDA

Nicole Paschall
11157 Elmcrest Rd.
Whitmore Lake, MI 48189
616-402-7095

Northfield Township Offices
8350 Main Street
Whitmore Lake, MI 48189

Ms. Marlene Chockley,

Please consider this my letter of intent with applications to the Downtown Development Authority and Parks and Recreation Board of Northfield Township and Whitmore Lake, Michigan.

I am a 5 year resident of Whitmore Lake, residing on the lake and taking full advantage of everything lake life has to offer. My husband and I welcomed a baby girl 2 years ago who has the privilege of growing up on the lake and in this community. We couldn't have been more thrilled to bring home a baby to our home in Whitmore Lake. But it wasn't until my maternity leave that the lack of community in Whitmore Lake fully hit me. We lack sidewalks, we lack shops, we lack parks, we lack any sense of the word community really. There are no public gathering places other than the Senior Center. There is no obvious effort to attract and retain young families to Whitmore Lake. And so, I'm delighted by the opportunity to apply for two boards that I feel very strongly about. My dream for downtown Whitmore Lake includes a list of a dozen shops, a sidewalk extending around the entire lake, a bustling Main Street rivaling any of our local neighbors, and a community of citizens that are excited to live here and engaged in their city.

You'll notice the resident box on my application is checked "no". I'm not a resident of Northfield Township. I'm a proud resident of Whitmore Lake and my home happens to lie in Green Oak Township. I'm unsure of why Township residency is of importance and I would be honored to be considered during the selection process. I bring passion, energy, fundraising and sponsorship experience and a love for this city to the table and I feel my Township residency shouldn't affect that.

Thank you for your time in the selection process, I truly appreciate it.

I look forward to hearing from you and meeting the rest of the Board and Committee Members.

Sincerely,



Nicole Paschall

NORTHFIELD TOWNSHIP MICHIGAN

8350 Main St.
Whitmore Lake, MI 48189

Phone: 734-449-2880
Fax: 734-449-0123

Boards and Commissions Application

Personal Information			
Last Name Paschall	First Name Nicole	M. I. E	Today's Date 6/19/17
Street Address 11157 Elmcrest Rd.	City Whitmore Lake	State MI	Zip 48189
E-mail paparell@northwood.edu	Home Phone	Cell Phone 616-402-7095	
What Board/Commission are you applying for? DDA, Parks & Rec	Date Available as soon as needed	Have you ever applied with us before? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Residency is required for most Boards and Commissions. Are you a resident of Northfield Township? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Green Oak If yes, for how long? _____			

Education		
Name & Location	Last Year Completed	Major & Degree earned
High School Grand Haven High	9 10 11 (2)	
College, University or Trade School Northwood University	1 2 3 (4)	BBA, Automotive Marketing, Business Mgmt, Advertising
Other		
List any Relevant Certifications you currently hold		

Provide a brief biography including your skills, background and expertise, as well as any involvement in the community, professional or other non-profit organizations that are specifically applicable to this board or commission.

I am a 30 year old 5 year resident of Whitmore Lake who wants to get involved locally and re-build the city and surrounding areas of Whitmore Lake. I have fundraising & sponsorship experience & I believe with the right investors & small business owners, this city can be the gem of SE Michigan that it deserves to be.

What led to your desire to serve the community?

I have a 2 year old daughter and no where to walk with her, shop with her or play with her. Our downtown is desolate despite the most beautiful lake in the area. I want to revolutionize this city.

Employment History

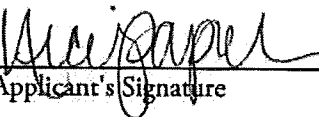
Employer Name	HDA Truck Pride	Type of Business	automotive co-op
Address	7990 Grand River Brighton, MI	Employment Dates:	
Job Title:	Marketing Programs Manager	From:	Aug 2012 To: Current
Duties:	graphic design, meeting planning & execution, all marketing concepts & program management		

Employer Name		Type of Business	
Address		Employment Dates:	
Job Title:		From:	To:
Duties:			

Employer Name		Type of Business	
Address		Employment Dates:	
Job Title:		From:	To:
Duties:			

Important Public Records Information: All information submitted in this application is public information and subject to disclosure in response to a public records request made pursuant to the Freedom of Information Act. Please contact the Clerk at 734-449-2880 if you have any questions or concerns about the disclosure of certain information.

Truth and Accuracy: I certify that the information contained on this form is accurate and complete to the best of my knowledge. I understand that all of the information disclosed on this form will be available to the public as part of a Freedom of Information Act request.


 Applicant's Signature

6/19/17
 Date:

Return Completed Forms to:
 Northfield Township Clerk
 8350 Main St.
 P. O. Box 576
 Whitmore Lake, MI 48189

Marlene Chockley

From: John C. Glumb <john.glumb@concrete.org>
Sent: Friday, June 23, 2017 12:44 PM
To: Marlene Chockley
Subject: Boards & Committees Application
Attachments: Northfield_Boards_and_Commissions_application_2017_03.pdf

Follow Up Flag: Follow up
Flag Status: Completed

Dear Marlene,

I am interested in a position on the Land Preservation Commission. My application is attached. Please let me know if any other information would be helpful.

Regards

John Glumb.

734 277 1742

NORTHFIELD TOWNSHIP MICHIGAN

8350 Main St.
Whitmore Lake, MI 48189

Phone: 734-449-2880
Fax: 734-449-0123

Boards and Commissions Application

Personal Information				
Last Name Glumb	First Name John	M. I. C	Today's Date 06/21/17	
Street Address 1585 7 Mile Rd		City Whitmore Lake		State MI Zip 48189
E-mail john@glumb.com		Home Phone		Cell Phone 734-277-1742
What Board/Commission are you applying for? Land Preservation	Date Available 07/17	Have you ever applied with us before? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Residency is required for most Boards and Commissions. Are you a resident of Northfield Township? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, for how long? 24 Years				

Education		
Name & Location	Last Year Completed	Major & Degree earned
High School Franklin, Livonia, MI	9 10 11 <input checked="" type="checkbox"/>	
College, University or Trade School Lawrence Technological University	1 2 3 <input checked="" type="checkbox"/>	BSBA, Information Systems
Other Eastern Michigan University	Masters	MS, HR & Organizational Development
List any Relevant Certifications you currently hold Certified Association Executive		

Provide a brief biography including your skills, background and expertise, as well as any involvement in the community, professional or other non-profit organizations that are specifically applicable to this board or commission.

Currently Senior Managing Director, Operations at the American Concrete Institute, a 501c3 non-profit technical society. Responsible for all operational areas of the organization, including customer service, fulfillment, event services, IT, publishing, periodicals, I also serve as publisher of our monthly magazine.

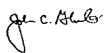
What led to your desire to serve the community?

I currently reside on 11.5 acres adjacent to the new nature preserve on 7 Mile Road. I have always been impressed by Northfield Township's approach to new development. Where other communities have sacrificed almost all their open space and farmland to high density housing development we have seen bold action in Northfield Township to preserve this irreplaceable resource.

Employment History	
Employer Name American Concrete Institute	Type of Business Nonprofit Technical Society
Address 38800 Country Club Dr, Farmington Hills, MI	Employment Dates: Present
Job Title: Senior Managing Director	From: 1997 To:
Duties: Responsible for all aspects of institute operations and strategic planning.	
Employer Name CText Inc	Type of Business Software Developer
Address Ann Arbor (no longer in business, purchased by NetLinX)	Employment Dates: 1997
Job Title: Director, Customer Support	From: 1986 To:
Duties: Responsible for all technical and customer support activities.	
Employer Name	Type of Business
Address	Employment Dates:
Job Title:	From: To:
Duties:	

Important Public Records Information: All information submitted in this application is public information and subject to disclosure in response to a public records request made pursuant to the Freedom of Information Act. Please contact the Clerk at 734-449-2880 if you have any questions or concerns about the disclosure of certain information.

Truth and Accuracy: I certify that the information contained on this form is accurate and complete to the best of my knowledge. I understand that all of the information disclosed on this form will be available to the public as part of a Freedom of Information Act request.



Digitally signed by John C Glumb
 DN: cn=John C Glumb, o=American Concrete Institute,
 ou=Operations, email=john.glumb@concrete.org, c=US
 Date: 2017.06.23 12:41:37 -0400

06/23/2017

Applicant's Signature

Date:

Return Completed Forms to: Northfield Township Clerk
 8350 Main St.
 P. O. Box 576
 Whitmore Lake, MI 48189

June 19, 2017

To: Supervisor Marlene Chockley
Re: Land Preservation Committee opening

Dear Madam Supervisor:

I would appreciate being considered for the opening on the Land Preservation Committee. I am passionate about saving our farms, open spaces and natural areas because they are extremely valuable to our community's quality of life.

My previous experience in Northfield Township government should prove helpful in navigating the path toward preservation.

I hope you will put my name forward for this opening. I have the time and the commitment for this work.

Sincerely,

David Gordon
5558 Hellner Rd.
Ann Arbor, MI 48105
734-645-9393
djg392dimples@gmail.com

Community Involvement

Northfield Township Trustee 2004-2008
Northfield Township Planning Commissioner 2002-2008
Co-Founder, Northfield Neighbors, 2002-present.

Professional Experience

Owner – Target Metal Trading, Inc., 1983-2008. Retired.
Steel Broker – Luria Bros., Cleveland, OH 1980-1983
Reporter – Newark Star-Ledger 1974-80

Education

“Master Citizen Planner” graduate 2007, MSU Extension program
“Green Infrastructure” Certificate, 2007 MSU Extension program
“Planning for Water Quality”, Certificate, 2007 MSU Extension program
Bachelor of Science – Mass Communications – Emerson College, Boston, 1974.
Warrensville Hts., OH, high school diploma 1969.

NORTHFIELD TOWNSHIP
MICHIGAN

8350 Main St.
Whitmore Lake, MI 48189

Phone: 734-449-2880
Fax: 734-449-0123

Boards and Commissions Application

Personal Information			
Last Name GORDON	First Name DAVID	M. I.	Today's Date 6/19/17
Street Address		City	State / Zip
E-mail		Home Phone	Cell Phone
What Board/Commission are you applying for?	Date Available 6/19/17	Have you ever applied with us before? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Residency is required for most Boards and Commissions Are you a resident of Northfield Township?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, for how long? 37 yrs.	

Education		
Name & Location	Last Year Completed	Major & Degree earned
High School	9 10 11 12	
College, University or Trade School <i>see attached</i>	1 2 3 4	
Other		
List any Relevant Certifications you currently hold		

Provide a brief biography including your skills, background and expertise, as well as any involvement in the community, professional or other non-profit organizations that are specifically applicable to this board or commission.

H

What led to your desire to serve the community?

u

Employment History	
Employer Name	Type of Business
Address	Employment Dates:
Job Title:	From: To:
Duties:	
Employer Name	Type of Business
Address	Employment Dates:
Job Title:	From: To:
Duties:	
Employer Name	Type of Business
Address	Employment Dates:
Job Title:	From: To:
Duties:	

Important Public Records Information: All information submitted in this application is public information and subject to disclosure in response to a public records request made pursuant to the Freedom of Information Act. Please contact the Clerk at 734-449-2880 if you have any questions or concerns about the disclosure of certain information.

Truth and Accuracy: I certify that the information contained on this form is accurate and complete to the best of my knowledge. I understand that all of the information disclosed on this form will be available to the public as part of a Freedom of Information Act request.

David Gordon
 Applicant's Signature

6/19/17
 Date:

Return Completed Forms to: Northfield Township Clerk
 8350 Main St.
 P. O. Box 576
 Whitmore Lake, MI 48189

ORDINANCE NO. 17-

Red lined Version

NORTHFIELD TOWNSHIP, WASHTENAW COUNTY MI

AN ORDINANCE OF THE BOARD OF TRUSTEES OF NORTHFIELD TOWNSHIP, MICHIGAN TO AMEND THE NORTHFIELD TOWNSHIP LAND DIVISION ORDINANCE BY REVISING THE APPLICATION AND FEE REQUIREMENTS.

Whereas, the Planning Commission deems it necessary and in the interest of the public to revise the application and fee requirements of the Northfield Township Land Division Ordinance, Chapter 14 of the Code of Ordinances;

Whereas, at its meeting on June 7, 2017, 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 Land Division Ordinance be amended as follows:

Section 1: Code of Ordinances Chapter 14, Article II, Section 14.22 (Applications for Land Division Approval) be amended by deleting Section 14-22(a) and the substitution of following provisions in its place and stead:

- (a) An applicant shall file all of the following with the township assessor or other official designated by the township, for review and approval of a proposed land division before making any division either by deed, land contract, lease for more than one year, or for building development:
- (1) A completed application on such written form as the township will provide, including any exhibits described therein.
 - (2) Proof of fee ownership of the land proposed to be divided. If applicant is not the fee owner, the written consent of the fee owner shall be included.
 - (3) A tentative parcel map drawn to scale including an accurate legal description of each proposed division, and showing the boundary lines, approximate dimensions, and the accessibility of each division for automobile traffic and public utilities.
 - (4) Proof that all standards of the Act and this article have been met.
 - (5) If a transfer of division rights is proposed in the land transfer, detailed information about the terms and availability of the proposed division rights transfer.
 - (6) A nonrefundable application fee of ~~\$70.00 for the first division, plus \$10.00 for each division, up to a maximum charge of \$250.00,~~ shall be paid at the time of submittal of the application to cover the costs of review of the application and administration of this article and the Act.

Section 2: 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 3: Effective Date

The provisions of this Land Division Ordinance 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 _____ day of _____, 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 _____ day of _____, 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

ORDINANCE NO. 17-

Clean Copy

NORTHFIELD TOWNSHIP, WASHTENAW COUNTY MI

AN ORDINANCE OF THE BOARD OF TRUSTEES OF NORTHFIELD TOWNSHIP, MICHIGAN TO AMEND THE NORTHFIELD TOWNSHIP LAND DIVISION ORDINANCE BY REVISING THE APPLICATION AND FEE REQUIREMENTS.

Whereas, the Planning Commission deems it necessary and in the interest of the public to revise the application and fee requirements of the Northfield Township Land Division Ordinance, Chapter 14 of the Code of Ordinances;

Whereas, at its meeting on June 7, 2017, 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 Land Division Ordinance be amended as follows:

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- (1) A completed application on such written form as the township will provide, including any exhibits described therein.
 - (2) Proof of fee ownership of the land proposed to be divided. If applicant is not the fee owner, the written consent of the fee owner shall be included.
 - (3) A tentative parcel map drawn to scale including an accurate legal description of each proposed division, and showing the boundary lines, approximate dimensions, and the accessibility of each division for automobile traffic and public utilities.
 - (4) Proof that all standards of the Act and this article have been met.
 - (5) If a transfer of division rights is proposed in the land transfer, detailed information about the terms and availability of the proposed division rights transfer.
 - (6) A nonrefundable application fee shall be paid at the time of submittal of the application to cover the costs of review of the application and administration of this article and the Act.

Section 2: 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 3: Effective Date

The provisions of this Land Division Ordinance 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 _____ day of _____, 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 _____ day of _____, 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

ORDINANCE NO. 17-

Red lined Version

NORTHFIELD TOWNSHIP, WASHTENAW COUNTY MI

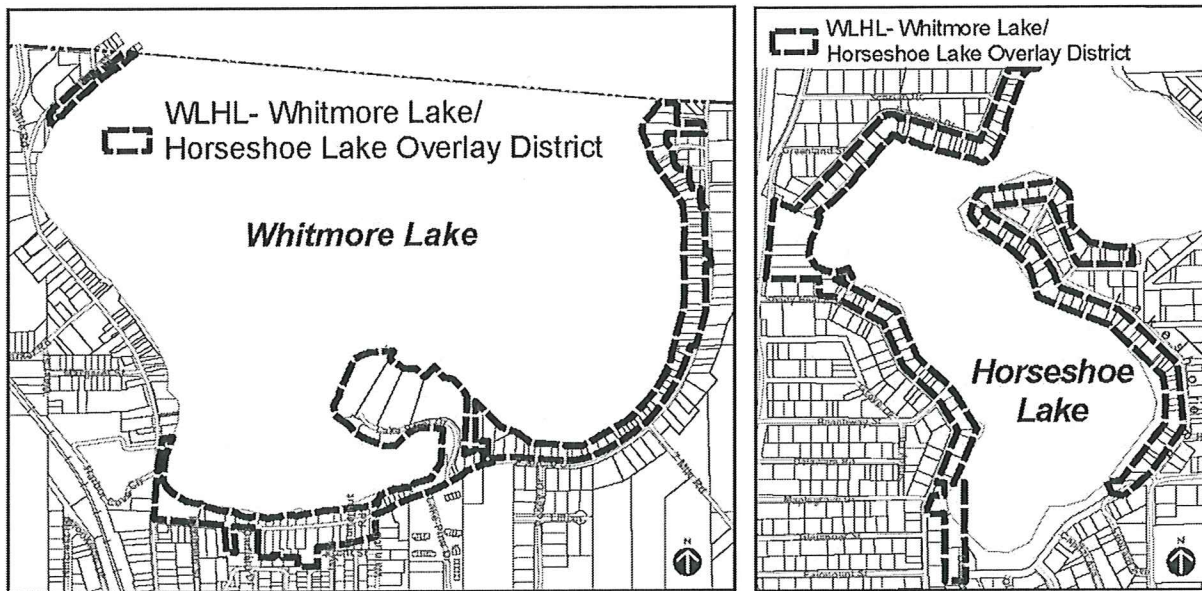
AN ORDINANCE OF THE BOARD OF TRUSTEES OF NORTHFIELD TOWNSHIP, MICHIGAN TO AMEND THE NORTHFIELD TOWNSHIP ZONING ORDINANCE BY ADOPTING THE WHITMORE LAKE/HORSESHOE LAKE (WLHL) OVERLAY DISTRICT ON THE OFFICIAL ZONING MAP; REVISING PUBLIC NOTICE SIGN POSTING REQUIREMENTS; AND ADDING PROVISIONS FOR LITTLE FREE LIBRARY BOOK STANDS.

Whereas, the Planning Commission deems it necessary and in the interest of the public to adopt the Whitmore Lake/Horseshoe Lake (WLHL) Overlay District on the Official Zoning Map, revise the public notice sign posting requirements, and adopt provisions for Little Free Library Book Stands;

Whereas, at its meeting on June 7, 2017, 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 be amended as follows:

Section 1: To amend the Official Zoning Map to include the Whitmore Lake/Horseshoe Lake (WLHL) Overlay District as presented:



Section 2: Article XXXIII Public Notice, Section 36-1034(5) (Posting of Signage) be amended by deleting Section 36-1034(5) and the substitution of following provisions in its place and stead:

- (5) *Posting of signage.* To ensure that residents are made aware of certain public hearings that relate to land use, the posting of signage shall be required for rezoning, (map amendment), ~~special land use~~ conditional land use, and planned unit development. A variance,

administrative appeal, ordinance interpretation, and/or zoning text amendment are exempt from these sign posting requirements.

- a. For any proposed zoning change or land use requiring the posting of a sign, property proposed for the zoning change or land use shall place a sign with a minimum area of four feet by four feet along the frontage of the property, which abuts a street. The sign shall not be erected in the road right-of-way or in a manner to obstruct vision of motorists or pedestrians.
- b. If the property proposed for the zoning change or land use does not abut a street, the sign shall be placed on any contiguous land owned by the applicant or owner of such parcel, which does abut a street.
- c. If no such contiguous property abutting a street is owned by the applicant or owner of the property proposed for zoning change or land use the signs shall be placed in such locations on the property that the zoning administrator deems will best inform the public of the proposed zoning change or land use. If the zoning administrator determines that there is no location where a sign could be placed that would be visible to the public, the zoning administrator may waive the requirement of posting.
- d. Each sign shall be erected at least 15 days before the planning commission's public hearing on the petition for the subject zoning change or land use.
- e. Each sign shall be removed from the property no later than three business days following the public hearing or the adjourned or continued date thereof, whichever is later.
- f. Each sign shall have lettering easily readable from the abutting street. Each sign shall contain the words "Public Hearing" and shall state the purpose of the public hearing, give the street address or tax code parcel numbers, acreage and diagram of the property proposed for the subject zoning change or land use, state the current zoning of the property, state the purpose of the request and the date, time, and place of the public hearing.
- g. Signs erected under this section 36-1034(5) are exempt from other provisions of this chapter regulating signs.
- h. Failure to comply with any provision of this section 36-836(b) shall not constitute grounds for invalidating or setting aside ~~the granting of action on~~ an application ~~for conditional use~~, but shall require adjourning and rescheduling the public hearing.

Section 3: Article IV, Schedule of District Regulations, Section 36-98(d) (Accessory Uses and Buildings) be amended by adding the following:

(10) A Little Free Library Book Stand is a permitted accessory use in any zoning district, provided all such Little Free Book Stands meet the following requirements:

- a. **Location.** The Little Free Library Book Stand structure may be placed anywhere on a lot, except as follows:
 1. The Little Free Library Book Stand structure shall not be located within or overhang the public street right-of-way or any other easement.
 2. The Little Free Library Book Stand structure must meet the clear vision standards of Section 36-98(h).
- b. **Maximum Number.** Not more than one (1) Little Free Library Book Stand is permitted for each lot.

- c. **Obstruction Prohibited.** The Little Free Library Book Stand structure shall not obstruct vehicular, bicycle, or pedestrian traffic, either physically, or by a person utilizing the Little Free Library. It shall also not obstruct barrier free access.
- d. **Enclosure Requirements and Maximum Dimensions.** The Little Free Library Book Stand Box enclosure shall be mounted on a post that shall be secured in the ground. The Box enclosure of the Little Free Library Book Stand shall not exceed 24 inches in width, 24 inches in height, and 16 inches in depth. The Box enclosure must have a door that will fasten close to prevent rain, snow, or animals from getting into the enclosure.
- e. **Maximum Height.** The maximum height of the Little Free Library Book Stand structure, measured from the finished grade to the top of the Box enclosure, is 5 feet.
- f. **Identification Signage.** The Little Free Library Book Stand Box enclosure may have non-commercial sign content anywhere on the structure enclosure.

Section 4: 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 5: Effective Date

The provisions of this Zoning Ordinance 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 _____ day of _____, 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 _____ day of _____, 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

Handwritten signature

ORDINANCE NO. 17-

Clean Copy

NORTHFIELD TOWNSHIP, WASHTENAW COUNTY MI

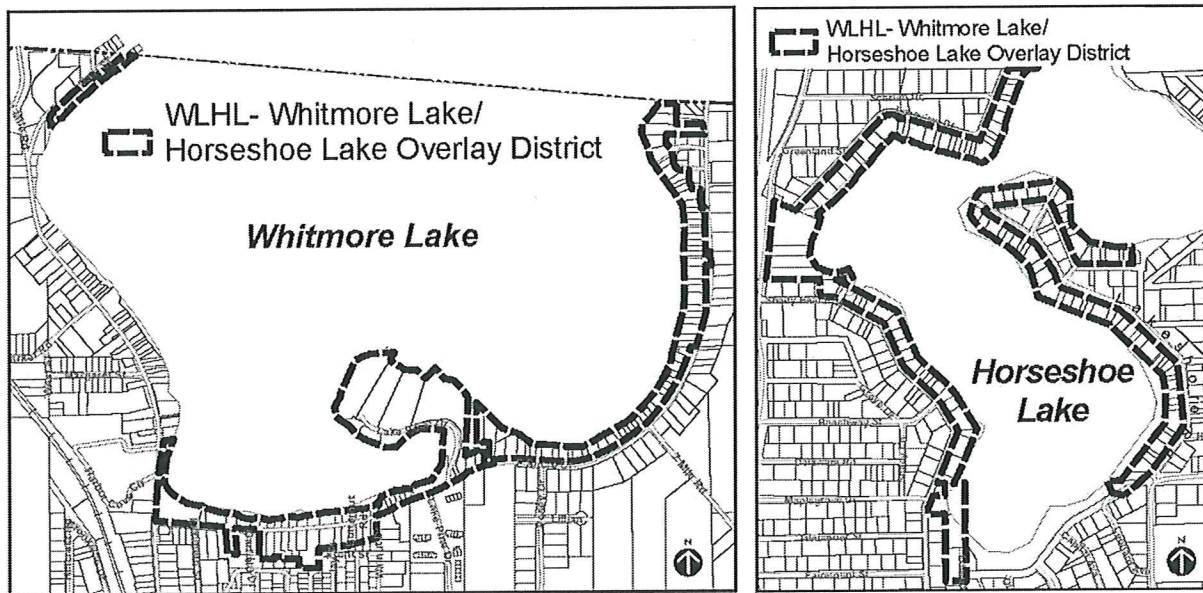
AN ORDINANCE OF THE BOARD OF TRUSTEES OF NORTHFIELD TOWNSHIP, MICHIGAN TO AMEND THE NORTHFIELD TOWNSHIP ZONING ORDINANCE BY ADOPTING THE WHITMORE LAKE/HORSESHOE LAKE (WLHL) OVERLAY DISTRICT ON THE OFFICIAL ZONING MAP; REVISING PUBLIC NOTICE SIGN POSTING REQUIREMENTS; AND ADDING PROVISIONS FOR LITTLE FREE LIBRARY BOOK STANDS.

Whereas, the Planning Commission deems it necessary and in the interest of the public to adopt the Whitmore Lake/Horseshoe Lake (WLHL) Overlay District on the Official Zoning Map, revise the public notice sign posting requirements, and adopt provisions for Little Free Library Book Stands;

Whereas, at its meeting on June 7, 2017, 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 be amended as follows:

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Section 2: Article XXXIII Public Notice, Section 36-1034(5) (Posting of Signage) be amended by deleting Section 36-1034(5) and the substitution of following provisions in its place and stead:

- (5) *Posting of signage.* To ensure that residents are made aware of certain public hearings that relate to land use, the posting of signage shall be required for rezoning, (map amendment), conditional land use, and planned unit development. A variance, administrative appeal,

ordinance interpretation, and/or zoning text amendment are exempt from these sign posting requirements.

- a. For any proposed zoning change or land use requiring the posting of a sign, property proposed for the zoning change or land use shall place a sign with a minimum area of four feet by four feet along the frontage of the property, which abuts a street. The sign shall not be erected in the road right-of-way or in a manner to obstruct vision of motorists or pedestrians.
- b. If the property proposed for the zoning change or land use does not abut a street, the sign shall be placed on any contiguous land owned by the applicant or owner of such parcel, which does abut a street.
- c. If no such contiguous property abutting a street is owned by the applicant or owner of the property proposed for zoning change or land use the signs shall be placed in such locations on the property that the zoning administrator deems will best inform the public of the proposed zoning change or land use. If the zoning administrator determines that there is no location where a sign could be placed that would be visible to the public, the zoning administrator may waive the requirement of posting.
- d. Each sign shall be erected at least 15 days before the planning commission's public hearing on the petition for the subject zoning change or land use.
- e. Each sign shall be removed from the property no later than three business days following the public hearing or the adjourned or continued date thereof, whichever is later.
- f. Each sign shall have lettering easily readable from the abutting street. Each sign shall contain the words "Public Hearing" and shall state the purpose of the public hearing, give the street address or tax code parcel numbers, acreage and diagram of the property proposed for the subject zoning change or land use, state the current zoning of the property, state the purpose of the request and the date, time, and place of the public hearing.
- g. Signs erected under this section 36-1034(5) are exempt from other provisions of this chapter regulating signs.
- h. Failure to comply with any provision of this section 36-1034(5) shall not constitute grounds for invalidating or setting aside action on an application, but shall require adjourning and rescheduling the public hearing.

Section 3: Article IV, Schedule of District Regulations, Section 36-98(d) (Accessory Uses and Buildings) be amended by adding the following:

- (10)** A Little Free Library Book Stand is a permitted accessory use in any zoning district, provided all such Little Free Book Stands meet the following requirements:
- a. **Location.** The Little Free Library Book Stand structure may be placed anywhere on a lot, except as follows:
 1. The Little Free Library Book Stand structure shall not be located within or overhang the public street right-of-way or any other easement.
 2. The Little Free Library Book Stand structure must meet the clear vision standards of Section 36-98(h).
 - b. **Maximum Number.** Not more than one (1) Little Free Library Book Stand is permitted for each lot.

- c. **Obstruction Prohibited.** The Little Free Library Book Stand structure shall not obstruct vehicular, bicycle, or pedestrian traffic, either physically, or by a person utilizing the Little Free Library. It shall also not obstruct barrier free access.
- d. **Enclosure Requirements and Maximum Dimensions.** The Little Free Library Book Stand Box enclosure shall be mounted on a post that shall be secured in the ground. The Box enclosure of the Little Free Library Book Stand shall not exceed 24 inches in width, 24 inches in height, and 16 inches in depth. The Box enclosure must have a door that will fasten close to prevent rain, snow, or animals from getting into the enclosure.
- e. **Maximum Height.** The maximum height of the Little Free Library Book Stand structure, measured from the finished grade to the top of the Box enclosure, is 5 feet.
- f. **Identification Signage.** The Little Free Library Book Stand Box enclosure may have non-commercial sign content anywhere on the structure enclosure.

Section 4: 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 5: Effective Date

The provisions of this Zoning Ordinance 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 _____ day of _____, 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 _____ day of _____, 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

**NORTHFIELD TOWNSHIP PLANNING COMMISSION
NOTICE OF REGULAR MEETING
June 7, 2017 at 7:00 p.m.
Second Floor, Public Safety Building
8350 Main Street, Whitmore Lake, MI 48189**

AGENDA

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **ADOPTION OF AGENDA**
5. **CALL TO THE PUBLIC**
6. **CLARIFICATIONS FROM COMMISSION**
7. **CORRESPONDENCE**
8. **PUBLIC HEARINGS**
 - A. Zoning Ordinance Amendment: Official Zoning Map to include the Whitmore Lake/Horseshoe Lake (WLHL) Overlay District
 - B. Zoning Ordinance Amendment: Zoning Article XXXIII Public Notice, Sub Section 36-1034 (5) Posting of Signage
 - C. Zoning Ordinance Amendment: Zoning Article IV Schedule of District Regulation, Sub Section 36-98 (d) – Accessory Uses and Buildings to Add Little Free Library Book Stand as permitted accessory structure by adding the following new sub-section (d)(10).
 - D. Amendment to Code of Ordinance Chapter 14 Land Divisions and Subdivision, Article II – Land Division, Section 14.22 Application for Land Division Approval to remove the application fees from the text.
9. **REPORTS OF COMMITTEES**
 - A. **Board of Trustees**
 - B. **ZBA**
 - C. **Staff**
 - D. **Planning Consultant**
 - E. **Parks and Recreation**
10. **UNFINISHED BUSINESS**
 - A. Zoning Ordinance Amendment: Official Zoning Map to include the Whitmore Lake/Horseshoe Lake (WLHL) Overlay District
 - B. Zoning Ordinance Amendment: Zoning Article XXXIII Public Notice, Sub Section 36-1034 (5) Posting of Signage
 - C. Zoning Ordinance Amendment: Zoning Article IV Schedule of District Regulation, Sub Section 36-98 (d) – Accessory Uses and Buildings to Add Little Free Library Book Stand as permitted accessory structure by adding the following new sub-section (d)(10).
 - D. Amendment: Code of Ordinance Chapter 14 Land Divisions and Subdivision, Article II – Land Division, Section 14.22 Application for Land Division Approval to remove the application fees from the text.
 - E. Further Discussion on proposed Zoning Ordinance Amendment – Open and Unroofed Terraces, Patios, and Porches
 - F. Discussion on review and proposed revisions to the Sign Regulations of the Zoning Ordinance
11. **NEW BUSINESS**
12. **APPROVAL OF PRECEDING MINUTES:** May 3, 2017 Regular Meeting
13. **FINAL CALL TO THE PUBLIC**
14. **COMMENTS FROM THE COMMISSIONERS**
15. **ANNOUNCEMENT:** Next Regular Meeting – June 21, 2017
16. **ADJOURNMENT**

This notice is posted in compliance with PA 267 Of 1976 as amended (open meetings act) MCLA 41.7 2A (2) (3) and the Americans with Disabilities Act. (ADA) Individuals with disabilities requiring auxiliary aids or services should contact the Northfield Township Office, (734) 449-5000 seven days in advance.

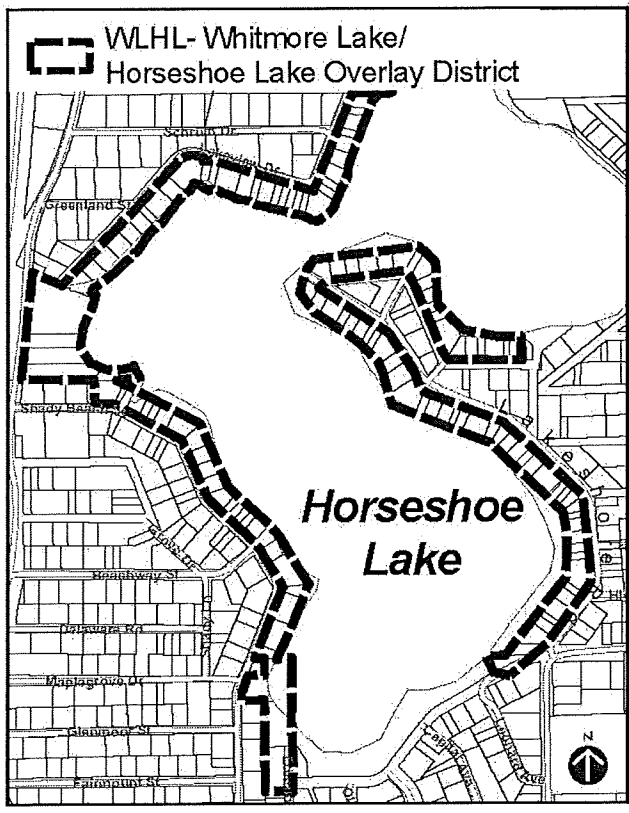
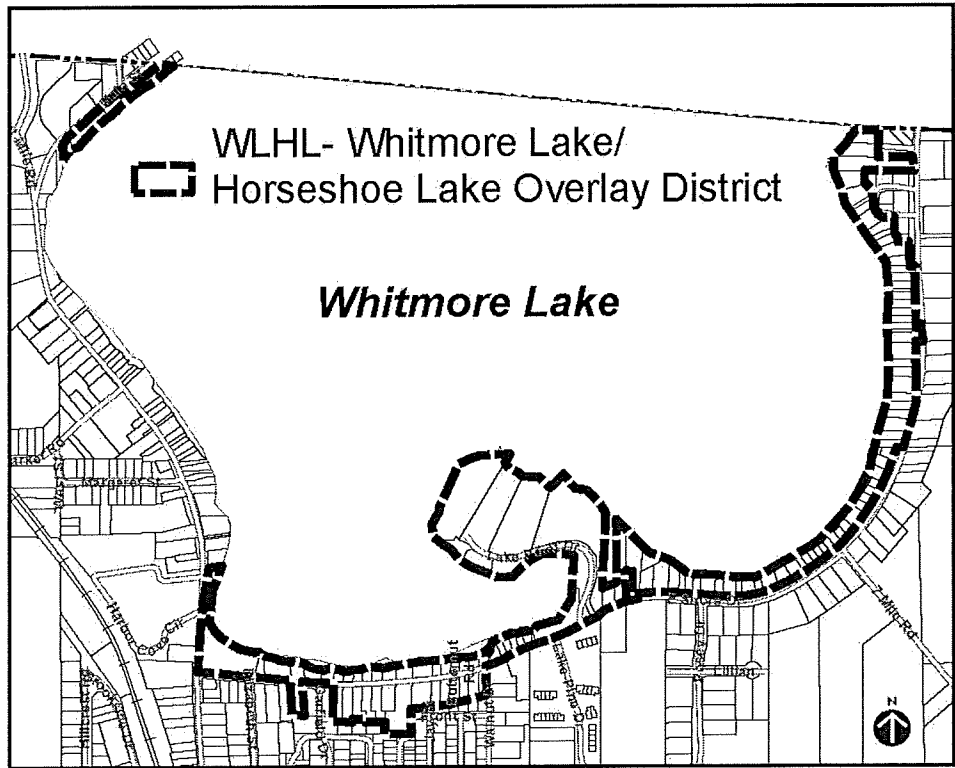
MEMO

TO: Northfield Township Planning Commission
FROM: Patrick Sloan, AICP, Senior Principal Planner
Erin Schlutow, Associate Planner
SUBJECT: Proposed Zoning Map Amendment – Whitmore Lake/Horseshoe Lake Overlay District
DATE: April 28, 2017

In 2016, the text of the Whitmore Lake/Horseshoe Lake (WLHL) Overlay District was adopted into the Zoning Ordinance. At that time, the Zoning Map was not amended, though the Planning Commission had discussions regarding the proposed boundaries of the WLHL Overlay District. Included on the following page is the most recent version of the WLHL Overlay District discussed by the Planning Commission in 2016.

The text of the WLHL Overlay District is enclosed. The purpose of the WLHL Overlay District is to promote the continued investment in SR-1 and SR-2 zoned single-family residential waterfront lots that abut either Whitmore Lake or Horseshoe Lake. It is also the purpose of this district to permit street front yard, side yard, and lakefront rear yard setbacks that reduce non conformities on these waterfront lots.

The proposed Zoning Map is presented on the following page. Subject to any changes you wish to make, the next step would be for the Planning Commission to schedule a public hearing.



ARTICLE XXIII.II. - WLHL—WHITMORE LAKE/HORSESHOE LAKE OVERLAY DISTRICT

Sec. 36-692. - Purpose.

The purpose of this district is to promote the continued investment in SR-1 and SR-2 zoned single-family residential waterfront lots that abut either Whitmore Lake or Horseshoe Lake. It is also the purpose of this district to permit street front yard, side yard, and lakefront rear yard setbacks that reduce nonconformities on these waterfront lots.

(Ord. No. 16-50, § 1, 7-12-2016)

Sec. 36-693. - District boundaries.

The WLHL Overlay District is composed of two sub-districts (Whitmore Lake and Horseshoe Lake). The boundaries of the overlay district shall be displayed on the official zoning map; the applicable sub-district regulations shall be determined by the lake upon which the lot in question fronts.

(Ord. No. 16-50, § 1, 7-12-2016)

Sec. 36-694. - Applicability.

The underlying zoning shall remain either SR-1 or SR-2 single-family residential district. Except as specifically provided in this article, all requirements of the zoning ordinance for the SR-1 and SR-2 districts shall continue to apply.

(Ord. No. 16-50, § 1, 7-12-2016)

Sec. 36-695. - Setbacks.

The following street front, side and lakefront rear yard setbacks shall apply:

Overlay Sub-district	Setbacks		
	Street Front Yard	Side Yard	Lakefront Rear Yard
Whitmore Lake	10 feet	Each not less than 10 feet *	Not less than 20 feet
Horseshoe Lake	0 feet	Each not less than 10 feet *	Not less than 20 feet

*Where the lot does not comply with the minimum required lot width, the narrowest side yard shall not be less than five feet or 15 percent of the lot width, whichever is greater, and the sum of the two side yards shall not be less than 30 percent of the lot width.

(Ord. No. 16-50, § 1, 7-12-2016)

Secs. 36-696, 36-697. - Reserved.

MEMO

TO: Northfield Township Planning Commission
FROM: Patrick Sloan, AICP, Senior Principal Planner
Erin Schlutow, Associate Planner
SUBJECT: Proposed Zoning Ordinance Amendments – Public Hearing Sign Posting Requirements
DATE: April 28, 2017

At the Township’s request, we have compiled the following proposed text change in order to remove special land use as requiring the posting of public hearing signage and to include conditional use permit (which is the same as a special use permit) as being exempt from sign posting requirements. Our understanding is that a proposed amendment was recommended for approval by the Planning Commission on February 5, 2014 but was not acted upon by the Board of Trustees. At this time, we recommend that the Planning Commission recommend the amendment for the Board’s consideration.

The proposed amendment is presented below. Subject to any changes you wish to make, the next step would be for the Planning Commission to schedule a public hearing.

The proposed amendment is as follows. Items to be added are underlined and items to be deleted are in ~~strikethrough~~.

Amend Article XXXIII Public Notice, Sub-section 36-1034(5) – Posting of Signage to remove “special land use” as an action that requires posting of signage, and add “conditional use permit” to items exempt from sign posting requirements.

- (5) *Posting of signage.* To ensure that residents are made aware of certain public hearings that relate to land use, the posting of signage shall be required for rezoning, (map amendment), ~~special land use~~, and planned unit development. A variance, administrative appeal, ordinance interpretation, ~~and/or zoning text amendment~~, and/or conditional use permit are exempt from these sign posting requirements.
 - a. For any proposed zoning change or land use requiring the posting of a sign, property proposed for the zoning change or land use shall place a sign with a minimum area of four feet by four feet along the frontage of the property, which abuts a street. The sign shall not be erected in the road right-of-way or in a manner to obstruct vision of motorists or pedestrians.
 - b. If the property proposed for the zoning change or land use does not abut a street, the sign shall be placed on any contiguous land owned by the applicant or owner of such parcel, which does abut a street.
 - c. If no such contiguous property abutting a street is owned by the applicant or owner of the property proposed for zoning change or land use the signs shall be placed in such locations on the property that the zoning administrator deems will best inform the public of the proposed zoning change or land use. If the zoning administrator determines that there is no location where a sign could be placed that would be visible to the public, the zoning administrator may waive the requirement of posting.

- d. Each sign shall be erected at least 15 days before the planning commission's public hearing on the petition for the subject zoning change or land use.
- e. Each sign shall be removed from the property no later than three business days following the public hearing or the adjourned or continued date thereof, whichever is later.
- f. Each sign shall have lettering easily readable from the abutting street. Each sign shall contain the words "Public Hearing" and shall state the purpose of the public hearing, give the street address or tax code parcel numbers, acreage and diagram of the property proposed for the subject zoning change or land use, state the current zoning of the property, state the purpose of the request and the date, time, and place of the public hearing.
- g. Signs erected under this section 36-836(b) are exempt from other provisions of this chapter regulating signs.
- h. Failure to comply with any provision of this section 36-836(b) shall not constitute grounds for invalidating or setting aside ~~the granting of action on~~ an application for conditional use, but shall require adjourning and rescheduling the public hearing.

MEMO

TO: Northfield Township Planning Commission
FROM: Patrick Sloan, AICP, Senior Principal Planner
Erin Schlutow, Associate Planner
SUBJECT: Proposed Zoning Ordinance Amendments – Little Free Libraries as Accessory Structures
DATE: April 28, 2017

At the Township's request, we have compiled the following proposed text change to permit the establishment of Free Little Library Book Stands/Boxes as Accessory Structures, allowed in all zoning districts and subject to the proposed regulations below. Little Free Library (<https://littlefreelibrary.org>) is a global use where someone constructs a small stand at the front of their property and puts books in it for anyone to borrow. A map of all of the registered Little Free Libraries in the world are on its website.

Currently, a Little Free Library is an accessory structure that would be subject to minimum front yard setbacks, which defeats the purpose of having the stand at the front of the property along the right-of-way or sidewalk. Therefore, we recommend including provisions specific to a Little Free Library where they can be placed at the front of a lot with certain restrictions.

The proposed amendments are presented below. Subject to any changes you wish to make, the appropriate action would be for the Commission to schedule a public hearing.

The proposed amendment is as follows. Items to be added are underlined and items to be deleted are in ~~strikethrough~~.

Amend Article IV Schedule of District Regulations, Sub-section 36-98(d) – Accessory Uses and Buildings to add Little Free Library Book Stand/Box as a permitted accessory structure by adding the following new sub-section (d)(10).

- (d) *Accessory uses and buildings.* Where a lot is devoted to a permitted principal use or a permitted conditional use, accessory uses are permitted as listed in the applicable zoning district. Accessory uses and buildings shall be subject to the following regulations:
- (1) Where the accessory building is attached to the principal building, it shall be subject to all regulations of the district in which located.
 - (2) In any SR-1, SR-2, or MR district, accessory uses and buildings not attached to the principal building shall not:
 - a. Be located in front of the rear line of the principal building or, in the case of a corner lot, in the required side yard;
 - b. Be located less than five feet from an interior side or rear property line;
 - c. Exceed 15 feet in height.
 - (3) In any LR, SR-1, SR-2, or MR district, not more than 35 percent of the minimum required rear yard may be occupied by accessory structures.
 - (4) In any AR or LR district, accessory structures may not be located in any required setback.

- (5) In any business or industrial district, any accessory use or building not attached to the principal building shall comply with all area, placement, and height regulations of the district in which located.
- (6) In any business or industrial district, except the AR agricultural district where buildings may be constructed for agricultural purposes, the ground floor area of an accessory building shall not exceed the ground floor area of the principal building.
- (7) In any zoning district, a detached accessory building shall be located at least ten feet from any other principal or accessory building.
- (8) No accessory building shall be used prior to the principal building or use, except as a construction facility for the principal building. An accessory building attached to the principal building of a lot shall be made a structural part thereof and shall comply with the provisions of this chapter.
- (9) Accessory structures that are intended to be made a structural part of an existing or proposed principal building shall meet the following requirements:
 - a. Continuous foundations shall be required for habitable and occupiable space.
 - b. Porches with roofs structurally attached to the principal building shall have continuous footings.
- (10) A Little Free Library Book Stand is a permitted accessory use in any zoning district, provided all such Little Free Book Stands meet the following requirements:**
 - a. **Location.** The Little Free Library Book Stand structure may be placed anywhere on a lot, except as follows:
 1. The Little Free Library Book Stand structure shall not be located within or overhang the public street right-of-way or any other easement.
 2. The Little Free Library Book Stand structure must meet the clear vision standards of Section 36-98(h).
 - b. **Maximum Number.** Not more than one (1) Little Free Library Book Stand is permitted for each lot.
 - c. **Obstruction Prohibited.** The Little Free Library Book Stand structure shall not obstruct vehicular, bicycle, or pedestrian traffic, either physically, or by a person utilizing the Little Free Library. It shall also not obstruct barrier free access.
 - d. **Design.** The Little Free Library Book Stand structure shall be constructed with similar materials and colors as the principal structure, if applicable.
 - e. **Enclosure Requirements and Maximum Dimensions.** The Little Free Library Book Stand Box enclosure shall be mounted on a post that shall be secured in the ground. The Box enclosure of the Little Free Library Book Stand shall not exceed 24 inches in width, 24 inches in height, and 16 inches in depth. The Box enclosure must have a door that will fasten close to prevent rain, snow, or animals from getting into the enclosure.
 - f. **Maximum Height.** The maximum height of the Little Free Library Book Stand structure, measured from the finished grade to the top of the Box enclosure, is 5 feet.
 - g. **Identification Signage.** The Little Free Library Book Stand Box enclosure may have non-commercial sign content anywhere on the structure enclosure.
 - h. **Land Use Permit Required.** Applications and plans for a Little Free Library Book Stand must be reviewed for Land Use approval by the Township prior to construction.

MEMO

TO: Northfield Township Planning Commission
FROM: Patrick Sloan, AICP, Senior Principal Planner
Erin Schlutow, Associate Planner
SUBJECT: Proposed Land Division Ordinance Amendments – Application Fees
DATE: April 28, 2017

At the Township’s request, we have compiled the following proposed changes to the Land Division Ordinance pertaining to the application fees for a land division approval. The Land Division Ordinance currently lists the fees for a land division application. However, application fees are typically set by the Township Board of Trustees when it adopts a fee schedule and are generally not included in an Ordinance. For example, the Zoning Ordinance does not include fees for site plan applications, rezoning applications, conditional use applications, etc.

The proposed amendment revision is presented below. Subject to any changes you wish to make, the next step would be for the Planning Commission to schedule a public hearing.

The proposed amendment is as follows. Items to be added are underlined and items to be deleted are in ~~strikethrough~~.

Amend Chapter 14 Land Divisions and Subdivisions, Article II – Land Divisions, Section 14.22 – Application for Land Division Approval to remove the application fees from the text.

- (a) An applicant shall file all of the following with the township assessor or other official designated by the township, for review and approval of a proposed land division before making any division either by deed, land contract, lease for more than one year, or for building development:
 - (1) A completed application on such written form as the township will provide, including any exhibits described therein.
 - (2) Proof of fee ownership of the land proposed to be divided. If applicant is not the fee owner, the written consent of the fee owner shall be included.
 - (3) A tentative parcel map drawn to scale including an accurate legal description of each proposed division, and showing the boundary lines, approximate dimensions, and the accessibility of each division for automobile traffic and public utilities.
 - (4) Proof that all standards of the Act and this article have been met.
 - (5) If a transfer of division rights is proposed in the land transfer, detailed information about the terms and availability of the proposed division rights transfer.
 - (6) A nonrefundable application fee ~~of \$70.00 for the first division, plus \$10.00 for each division, up to a maximum charge of \$250.00,~~ shall be paid at the time of submittal of the application to cover the costs of review of the application and administration of this article and the Act.
- (b) A proposed division shall not be considered filed with the township, nor shall the time period stated in section 14-23(c) commence, until a complete application has been filed.

MEMO

TO: Northfield Township Planning Commission
FROM: Patrick Sloan, AICP, Senior Principal Planner
SUBJECT: Proposed Zoning Ordinance Amendments – Open and Unroofed Terraces, Patios, and Porches
DATE: June 1, 2017

At the May 3, 2017 Planning Commission meeting we discussed proposed changes to the type of structures that are exempt from area, placement, and height regulations in Sub-section 36-98(g)(1) of the Zoning Ordinance. Currently, open or unroofed terraces, patios, and porches are exempt from such regulations. However, the Zoning Ordinance requires structures *attached* to the home to also meet the minimum setbacks of the home. Additionally, terraces, patios, and porches that are *detached* from a home can have massing that should be subject to setback requirements. After discussing these issues at the May 3rd Planning Commission meeting, we recommend removing “open and unroofed terraces, patios, porches” and “awnings” from the list of exempted structures regardless of whether they are attached or detached from the principal building. With these recommended changes, Sub-section 36-98(g)(1) would read as follows:

(g) Exemptions from area, placement, and height regulations.

- (1)** The following structures may be located anywhere on any lot: ~~open and unroofed terraces, patios, porches and steps; awnings;~~ flag poles; hydrants; laundry drying equipment; trellises; recreation equipment; outdoor cooking equipment; at-grade sidewalks and private driveways; trees, plants, shrubs, and hedges; fences complying with standards within section 36-715; mailboxes; and light poles. Anything constructed, erected, placed, or planted, or allowed to grow, shall conform to the provisions of section 36-98(h).

June 1, 2017

Planning Commission
Northfield Township
8350 Main Street
Whitmore Lake, MI 48189

Subject: Proposed Update to Zoning Ordinance – Sign Regulations

Dear Planning Commissioners:

As a follow-up to our discussion from the March 28, 2017 Township Board Joint Session with the Planning Commission, and to our letter on this topic from March 31, 2017, we would like to provide you with more information regarding upcoming amendments to the Sign Regulations article of the Zoning Ordinance to make the regulations more content-neutral and user-friendly.

Background of Recent Legal Requirements

On June 18, 2015, the United States Supreme Court decided the case of *Reed v. Gilbert* and held the Town of Gilbert's sign ordinance unconstitutional because it violated the First Amendment. Additional details on this case are included in our letter from March 31, 2017. As a result, all communities in the United States must now review their sign ordinances to determine which regulations might be in conflict with the Court's ruling and how to legally amend any portions of the ordinance as necessary to comply.

The Court maintained that communities can still enact reasonable sign regulations in a content-neutral way. Three of the nine justices included a list of sign aspects that could be regulated in a content-neutral way:

- Size of signs.
- Locations in which signs may be placed.
- Distinguishing between freestanding signs and those attached to buildings.
- Lighted and unlighted signs.
- Distinguishing between signs with fixed messages and messages that change.
- Distinguishing between signs on private and public property.
- Distinguishing between signs on commercial and residential property.
- Distinguishing between on-premises and off-premises signs.
- Total number of signs allowed per mile of roadway.
- Time restrictions on signs advertising a one-time event.

The following includes recommendations for updating the sign regulations of the Zoning Ordinance based on the above findings. We recommend that the Planning Commission consider these recommendations and to add any items that should be addressed in the sign regulations update.

Purpose

The purpose statement should be more robust to clearly state the intent of the sign regulations. Also, the purpose statement is an ideal place within the ordinance to pronounce "the right to free speech as guaranteed in the First Amendment of the United States Constitution shall be protected" by the ordinance. In this regard, signs are intended as a medium of free speech, communication, and ideas.

Definitions

Definitions may be included with the other definitions or in the sign ordinance chapter. Currently, the sign definitions are listed at the beginning of the Zoning Ordinance with all of the other definitions. We recommend creating additional definitions to clarify the meaning of different sign types. Some of these may include projecting signs, banner signs, and window signs. Some of the existing definitions have content-based provisions that should be removed and refined. Finally, adding graphics to the definitions can clarify the meaning of the sign types or define certain aspects or dimensions of signs.

General Sign Regulations

The General Provisions section as currently written is largely content neutral. Regulations applicable to all signs of a given type in all zoning districts should be located in this section. Regulations that are dependent on the zoning district should be located later in the ordinance. The Township may want to consider adding general provisions for sign illumination, maintenance for keeping signs in good repair, or other similar standards.

Communities should include additional review standards for appeals from the sign regulations. While applicants must meet the general variance standards to obtain a variance from the Zoning Board of Appeals, there are additional standards unique to signs that should also be included.

Signs Permitted in All Zoning Districts

All regulations in this section currently have content-based elements. Regulations that are content-neutral can be reused as part of the exempt signs section or other parts of the ordinance.

Signs Permitted in Recreation-Conservation and Agricultural Districts, Signs Permitted in Residential Districts, and Signs Permitted in Business and Industrial Districts

The regulations in these sections include content-based elements. Regulations that are content-neutral can be reused in other parts of the ordinance, or as part of a reorganization of each section that clearly creates regulations for permitted signs by district by sign type, not by content.

Billboards

There are no major content issues with the current Zoning Ordinance language.

Signs for Automobile Service Stations

These are speaker-based regulations that also include content-based regulations. Therefore, this should be regulated by district and structure type (i.e., uses in a non-residential district that have a lawful canopy may have signage on that canopy).

Electronic Message Signs

There are no major content issues with the current Zoning Ordinance language.

Exemptions

Minimizing exemptions from the sign ordinance is generally recommended, and there are relatively few in the Zoning Ordinance. Some recommended changes include the following:

- Content-based parts of these provisions should be removed. This includes the temporary signs for specific organizations or events, temporary real estate signs, political campaign signs, and

national, state, municipal, and university flags. These could be separated into temporary commercial sign and temporary non-commercial signs.

- Any provisions that reference content should clarify why these provisions are in the interest of the safety or welfare of the general public. For example, signs directing traffic movement are for the protection of public safety.
- Other signs may be added to this section, such as address numbers or nameplates, where the signs have a compelling government interest requiring their exemption.

Prohibited Signs

There are no major content issues with the current Zoning Ordinance language.

Illumination

The regulations refer to allowing the use of lights or decorations related to religious and patriotic festivities. These are event-based regulations that may need to be removed to allow lights and decorations all the time or only a certain number of days in a calendar year. Several communities have allowed lights as decorations, and some have specifically defined these lights as not being signs. This section, along with the definitions, may need to be clarified to distinguish a decoration from other types of illumination (i.e. window outline tubing), and to ensure general illumination standards such as light intensity and flashing apply to decorations as well as signs.

Computation of Surface Area

There are no major content issues with the current Zoning Ordinance language. Adding graphics could help readers understand the language in this section, especially for finding the area of signs with odd shapes.

Removal

The regulation states that a sign shall be removed by the owner or lessees of the premises upon which the sign is located when the business which it advertises is no longer conducted on the premises. This could be considered content-based, though signs of this nature are often referred to as “abandoned signs.” The language could be changed to state that a sign cannot be the primary use on the property, or that a sign may not be located on a parcel without a building, or something similar, and it could potentially be moved to a different part of the ordinance.

Nonconforming Signs

There are no major content issues with the current Zoning Ordinance language.

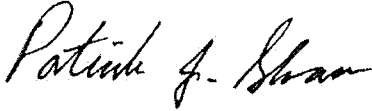
Responsibilities for Signs – Registry

There are generally no major content issues with the current Zoning Ordinance language, besides a specific reference to the “advertiser” of the sign. This portion of the ordinance could be changed without changing its general structure.

We look forward to discussing the sign regulations article with you at an upcoming Planning Commission meeting. Please let us know if you have any questions.

Respectfully submitted,

McKENNA ASSOCIATES



Patrick J. Sloan, AICP
Senior Principal Planner



Stephen Hannon
Assistant Planner

cc: Marlene Chockley, Township Supervisor
Kathleen Manley, Township Clerk

**NORTHFIELD TOWNSHIP
PLANNING COMMISSION
Minutes of Regular Meeting
May 3, 2017**

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

**3. ROLL CALL
AND DETERMINATION OF QUORUM**

Roll call:	
Janet Chick	Absent with notice
Brad Cousino	Absent with notice
Sam Iaquinto	Present
Cecilia Infante	Present
Larry Roman	Present
Amy Steffens	Present
John Zarzecki	Present

Also present:
Assessing & Building Assistant Mary Bird
Planning Consultant Patrick Sloan, McKenna Associates
Recording Secretary Lisa Lemble
Members of the Community

4. ADOPTION OF AGENDA

- **Motion:** Iaquinto moved, Roman supported, that the agenda be adopted as presented.
Motion carried 5—0 on a voice vote.

5. FIRST CALL TO THE PUBLIC

Tom Bobiney, 9488 Main Street, introduced himself as a new resident.

6. CLARIFICATIONS FROM THE COMMISSION

None.

7. CORRESPONDENCE

None.

8. PUBLIC HEARINGS

None.

9. REPORTS

9A. Board of Trustees
Zarzecki read Chick's report of the May 25th meeting, which noted the Board had met with the Washtenaw County Road Commission, hired a Controller, approved the Whitmore Lake weed control SAD, and made plans for interviewing Township Manager candidates.

9B. ZBA
No report.

9C. Staff Report
No report.

9D. Planning Consultant
No report.

9E. Parks and Recreation
Iaquinto reported that plots are available in the Community Garden.

10. UNFINISHED BUSINESS

10A. Further Discussion of McKenna Master Plan Tasks and Costs.

Commissioners discussed the proposal from McKenna as reviewed at the April 14th meeting. It was agreed that:

- It is important to do the general update and at least one public participation opportunity should be offered.
- McKenna should coordinate work on a non-motorized plan with the DDA (which is paying McKenna to conduct four public outreach sessions for the downtown strategic plan) and the Parks and Recreation committee (which calls for such a plan in its master plan).
- The open space preservation plan should be coordinated with the recently-appointed committee.

In answer to questions, Sloan said work could be done on the sign ordinance at the same time as the Master Plan work, and it could be completed more quickly than the Master Plan work.

- **Motion:** Roman moved, Iaquinto supported, to recommend to the Board of Trustees the proposal by McKenna regarding the Master Plan review in the amount of \$24,000 which includes \$19,000 for general updates, \$4,500 for a non-motorized plan, and \$1,000 for a workshop.
Motion carried 5—0 on a roll call vote.

10B. Discussion of Proposed Zoning Ordinance Amendments.

The Commission discussed April 28th McKenna memos regarding zoning ordinance amendments to consider.

Public Hearing Sign Posting Requirements. This would eliminate the requirement for sign postings for special and conditional use permit requests.

- **Motion:** Roman moved, Iaquinto supported, that the Planning Commission recommend the amendment regarding public hearing sign posting requirements for the Board of Trustees

consideration.

Motion carried 5—0on a roll call vote.

Whitmore Lake/Horseshoe Lake Overlay District.

This would incorporate zoning maps for the text amendments adopted in 2016. Commissioners briefly discussed how the boundaries were arrived at.

- ▶ **Motion:** Roman moved, Iaquinto supported, that the Planning Commission schedule a public hearing on the proposed Whitmore Lake/ Horseshoe Lake Overlay District zoning map amendment.
Motion carried 5—0on a roll call vote.

11. NEW BUSINESS

11A. Discussion of Proposed Zoning Ordinance Amendments.

The Commission discussed April 28th McKenna memos regarding zoning ordinance amendments to consider.

Open and Unroofed Terraces, Patios, and Porches.
How to treat these types of structures—both attached and unattached to structures—in the zoning ordinance has been identified as needing clarification. Commissioners noted that the zoning ordinance also does not include definitions of many elements, including decks, and building codes need to be taken into consideration.

The Commission asked Sloan to prepare proposed language for presentation at the next meeting based on comments made, including (a) that structures should not be allowed within required setbacks and (b) all stormwater drainage must be handled on-site.

Application Fees. Sloan explained that this would remove language that specifies fee amounts since these should be included in the overall fee schedule adopted by the Township Board.

- ▶ **Motion:** Roman moved, Iaquinto supported, that the Planning Commission schedule a public hearing on the proposed zoning ordinance amendment regarding application fees.
Motion carried 5—0on a roll call vote.

Little Free Libraries. Sloan explained that these front yard book stands are in wide use throughout the world, and the proposal would allow them within front yard setbacks where they can be accessible to the public.

- ▶ **Motion:** Roman moved, Iaquinto supported, that the Planning Commission schedule a public hearing on the proposed text amendment to the zoning ordinance regarding little free libraries as accessory structures.
Motion carried 5—0on a roll call vote.

12. MINUTES

- ▶ **Motion:** Iaquinto moved, Roman supported, that the minutes of the April 19 2017, regular meeting be approved as presented, and to dispense with the reading.
Motion carried 5—0 on a voice vote.

13. SECOND CALL TO THE PUBLIC

Tom Bobiney suggested that visuals be displayed using a projector or TV during meetings to aid the public in understanding discussions. Commissioners agreed it would be worthwhile to provide this.

14. COMMENTS FROM THE COMMISSIONERS

None.

15. ANNOUNCEMENT OF NEXT MEETING

May 17, 2017, at 7:00 P.M. at the Public Safety Building was announced as the next regular Commission meeting time and location.

16. ADJOURNMENT

- ▶ **Motion:** Iaquinto moved, Roman supported, that the meeting be adjourned.
Motion carried 5—0 on a voice vote.

The meeting was adjourned at 8:12 P.M.

Prepared by Lisa Lemble.

Corrections to the originally issued minutes are indicated as follows:

Wording removed is ~~stricken through~~;

Wording added is underlined.

Adopted on _____, 2017.

Larry Roman, Chair

John Zarzecki, Secretary

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

Draft



Civic Event Application Northfield Township

8350 Main Street
Whitmore Lake, Michigan 48189
(734) 449-2880

OFFICE USE ONLY
Date Received
By

FEE - \$100.00
Date Received
By

**** APPLICATIONS MUST BE FILLED OUT COMPLETELY BEFORE THEY WILL BE CONSIDERED FOR REVIEW ****

9-16-17 Whitmore Lake HS student Kris Klump-ward
 Application Date Name of Organization Name of Applicant

904 Timbercrest Ln Whitmore Lk MI 48189
 Street Address City State Zip

734-546-0342 - 734-449-4461 -
 Cell Phone Home Phone Work Phone Fax

kris.ward@wlp.s.net
 Email Address (optional)

Homecoming Parade
 Event Title
Barker/Main St, WL
 Event Location

EVENT DAYS / TIMES (Please stipulate the following information for each date of event)

DATE	Day of Week	Beginning Time	Ending Time
<u>9-22-17</u>	<u>Friday</u>	<u>4:00</u>	<u>4:30</u>
<u>3:00</u>	<u>over by</u>	<u>4:30</u>	<u>N/A</u>
Set up Time/Day	Tear down Time / Day*		Rain Date (if applicable)

* Tear down time will be strictly enforced. It is the applicant's responsibility to ensure the teardown of all materials with their on-site vendors, sponsors, etc. is complete by the teardown time given above.

ORGANIZATION / APPLICANT INFORMATION

Applications for Civic Events in Northfield Township shall NOT be approved for applicants in default to the Township. Therefore, each Application for Civic Events shall be routed to the Township Treasurer for a determination of any defaults to the Township. In the event a default to the Township exists, the Application shall be disapproved by the Treasury Department, with the nature of the default described as the reason of the disapproval.

TAX IDENTIFICATION NUMBER: 38-600-4080

BRIEF DESCRIPTION OF ORGANIZATION'S PURPOSE AND/OR FUNCTION:

Student Council ~~and~~ serves as the student
government at WLHS and organizes events
such as Homecoming + Snowcoming

IS THE ORGANIZATION NON-PROFIT? YES NO
If yes, attach a copy of the organizations Sales Tax Exempt Certificate.

DOES YOUR GROUP PRESENTLY HAVE LIABILITY INSURANCE? YES NO

GENERAL LIABILITY INSURANCE IS REQUIRED NAMING NORTHFIELD TOWNSHIP AS ADDITIONAL INSURED. IF FOOD IS BEING SERVED, PRODUCT LIABILITY MUST BE INCLUDED. LIMITS OF LIABILITY SHOULD BE NO LESS THAN \$1,000,000 COMBINED SINGLE LIMIT FOR BODILY INJURY AND PROPERTY DAMAGE.

PLEASE GIVE A DESCRIPTION OF THE PROPOSED CIVIC EVENT. (Attach additional pages if necessary)

A parade to celebrate Homecoming
and honor WLHS students athletes

ANNUAL EVENT: Is this event expected to occur next year? YES NO

If Yes, you can reserve a date for next year with this application). To reserve dates for next year, please provide the following information:

Normal Event Schedule (e.g., third weekend in July): varies by year

Or Next year's specific date(s): unknown

PROCEEDS OF THIS EVENT WILL BE USED FOR:

no proceeds

IF THE PROPOSED CIVIC EVENT IS A PARADE OR RUN/WALK EVENT, PLEASE LIST THE POINT OF ORIGIN, PATH, TERMINATION POINT, NUMBER OF ENTRIES AND TRAFFIC CONTROL PLAN AS NECESSARY. (Use attached map to clarify the route)(FEE IS WAIVED FOR 4TH OF JULY PARADE AND HOMECOMING PARADE)

Parade begins at Barker + Main + ends at public safety building

ARE YOU PLANNING TO CHARGE AN ADMISSION FEE? YES NO

IF YES, WHAT KIND AND HOW MUCH?

DO YOU PLAN ON UTILIZING VENDORS AND/OR EXHIBITORS FOR SALES OF ANY KIND?
YES NO

IF YES, COMPLETELY FILL OUT THE ATTACHED VENDOR CONTACT INFORMATION SHEET(S).

WHAT IS THE FEE CHARGED FOR EACH VENDOR? NA

DO YOU PLAN TO CONTRIBUTE REVENUES RECEIVED FROM THIS EVENT TO LOCAL ORGANIZATIONS AND/OR COMMUNITY GROUPS? YES NO

IF YES, TO WHOM AND HOW MUCH?

WHAT IS THE EXPECTED ATTENDANCE FOR THIS EVENT?

200-300 ppl

DO YOU PLAN ON SUPPLYING ADDITIONAL RESTROOM FACILITIES? YES

NO

NUMBER OF VOLUNTEERS / STAFF? usually have 8 traffic volunteers

HOW WILL THIS EVENT BENEFIT THE RESIDENTS AND/OR IMPROVE THE QUALITY OF LIFE IN NORTHFIELD TOWNSHIP?

increases school + community spirit

ELECTRICAL SERVICES REQUIRED (Please Be as Accurate as Possible)

—

OTHER UTILITIES REQUIRED (Please Be as Accurate as Possible)

—

TOWNSHIP FACILITIES REQUESTED (Please Be as Accurate as Possible)

Public Safety Bldg parking lots

DO YOU PLAN TO UTILIZE OFF-SITE PARKING FACILITIES

YES

NO

IF SO, WHAT LOCATION IS PLANNED? _____

WHAT IS YOUR PLAN FOR TRANSPORTATION FROM THE PARKING AREA TO THE EVENT LOCATION?

—

SIGNAGE REQUESTED (Detail sign locations on the attached map and provide sign renderings)

Number of Signs —

Types of Signs —

Locations of Signs —

Date Signs Posted —

Date Signs Removed —

PLEASE ATTACH LIST OF EQUIPMENT; STAGE, TENTS, VEHICLES, ETC., THAT YOU PROPOSE TO USE IN THE EVENT OR BRING ONTO TOWNSHIP PROPERTY, STREETS OR PARK AREAS - (ALL SUBJECT TO APPROVAL).

STREET CLOSURE

ARE YOU REQUESTING A STREET CLOSURE FOR YOUR EVENT? YES NO
If yes, detail the street(s) you would like closed, and the location of the closure(s) on the attached map.

ALCOHOL

DO YOU WANT TO SELL AND/OR SERVE ALCOHOL? YES NO


IF YES, PLEASE SEE THE ATTACHED SHEET TITLED "ALCOHOL" AND FILL IN THE QUESTIONS COMPLETELY AND IN DETAIL.

SECURITY

If the event requires the overnight setup or storage of goods, equipment, etc. security is the responsibility of the event applicant.

IF YOUR EVENT REQUIRES OVERNIGHT SECURITY, PLEASE PROVIDE THE FOLLOWING DETAILS OF YOUR SECURITY PLAN:

ON SITE REPRESENTATIVES NAMES AND CONTACT NUMBERS:

<u>Name</u>	<u>Contact number</u>
 _____	_____
_____	_____
_____	_____

INDEMNIFICATION AGREEMENT

The Whitmore Lake Student Council
(business/organization) agree(s) to defend, indemnify, and hold harmless the Township of

Northfield, Michigan, and its agents, officials and employees from any claim, demand, suit, loss, cost of expense, or any damage that may be asserted, claimed or recovered against or from the WLS (business/organization) and/or the Township of Northfield, by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss, cost of expense is caused in whole or in part by the negligence of Northfield Township or by third parties, or by the agents, servants, employees or factors of any of them.

Signature [Handwritten Signature] Date 6-16-17

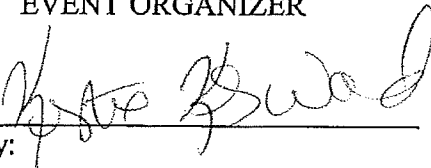
Witness _____ Date _____

ADDITIONAL CIVIC EVENT REQUIREMENTS

- Inspection by Northfield Township Fire and Police Departments is required prior to start of event.
- Any temporary electrical supply provided during a civic event shall be subject to Northfield Township inspection and approval
- A site map shall be provided for all civic events, as required by Northfield Township Public Safety Officials
- No pets are permitted downtown during civic events, unless approved as part of the event.
- No open flame cookers or heaters are permitted without prior approval from the Northfield Township Fire Department.
- Any additional restroom facilities deemed necessary by Northfield Township for this event are to be supplied by the event organizer
- Event organizer staff / volunteers / vendors are responsible for trash control and cleanup.
- Depending upon the type of event, organizer may be required to provide security.
- If radio communications are utilized during civic event, event organizer shall ensure Northfield public safety officials have access to radio or frequencies.
- Event organizer is responsible for arranging for EMS (Ambulance) at the event.
- If privately-owned property is to be utilized by the event organizer as part of any civic event for parking, staging, or similar uses, the event organizer shall be responsible for ensuring there exists all necessary land usage agreements with the private property owner(s), which shall be reviewed and approved by Northfield Township, to ensure adequate ingress, egress, police and fire protection, insurance, etc.

Accepted and agreed to:

EVENT ORGANIZER


By: _____
Its:

Dated: 6-16, 2017

NORTHFIELD TOWNSHIP APPROVALS/RECOMMENDATIONS/COMMENTS

Event Title

Police Dept: _____ **Date:** _____

Comments: _____

Fire Dept: _____ **Date:** _____

Comments: _____

Other, if necessary: _____ **Date:** _____

Comments: _____

Clerk: _____ **Date:** _____

Comments: _____

BOARD OF TRUSTEES ACTION: _____ **Date:** _____

HELP SHEET AND TIPS TO EXPEDITE THE CIVIC EVENTS PROCESS

To help you be prepared for approvals of your event please follow these steps to ensure a smooth process:

Your main points of contact after you pick up the application from the Township Office are our Public Safety officials. Our Public Safety Director William Wagner, will assist you with items necessary for safety compliance as it relates to Fire Department items. Lieutenant Tim Greene will assist you with items necessary for safety compliance as it relates to Police Department operational matters.

For any street closures, parking easements for ingress and egress, traffic or crowd control items our Public Safety officials will provide you with the guidance necessary to ensure a safe event. Road closures need Washtenaw County Road Commission approval and contacting them is the responsibility of the event promoter.

Please follow the guidelines in the event policy, include maps, drawings and as much detail as you can to help facilitate the process. The more complete the application the smoother and faster the process goes. Completed applications should be turned into our Clerk, Michele Manning. Contact names and numbers are below for your convenience and reference. Thank you for bringing an event to our community and we are here to help you provide a safe event.

William Wagner
Public Safety Director/Fire Chief
Northfield Township

734-449-2385

wagnerw@twp.northfield.mi.us

Timothy Green
Lieutenant, Northfield Township Police Department

734-449-9911

greenet@twp.northfield.mi.us

Howard Fink
Northfield Township Manager

734-449-2880 ext. 12

finkh@twp.northfield.mi.us

Washtenaw County Road Commission
Matt MacDonnell at x688

734-761-1500 ext. 688

macdonnell@wcroads.org

www.wcroads.org/permits/procedures/section7.htm

VENDOR CONTACT INFORMATION

Company Name	Representative	Phone #	Items Being Sold / Exhibited	On Site Contact Name	On Site Contact Phone #

VENDOR CONTACT INFORMATION

Company Name	Representative	Phone #	Items Being Sold / Exhibited	On Site Contact Name	On Site Contact Phone #

RESOLUTION No. 17-568

**NORTHFIELD TOWNSHIP, MICHIGAN
RESOLUTION REGARDING A TEMPORARY ROAD CLOSURE
REQUESTED BY WHITMORE LAKE HIGH SCHOOL STUDENT COUNCIL**

Minutes of a regular meeting of the Township Board of the Township of Northfield, Washtenaw County, Michigan held on July 11, 2017

Present: _____

Absent _____

WHEREAS, the Whitmore Lake High School Student Council is requesting the temporary road closure of Main Street between Barker Road and the Public Safety Building at 8350 Main Street on Friday, September 22, 2017 for the Whitmore Lake High School Homecoming Parade from 3:45pm until 4:45pm;

WHEREAS, the Township of Northfield has approved the temporary closure of Main Street as indicated; and

WHEREAS, the Driveways, Banners, and Parades Act 200 of 1969 requires the Township to authorize an official designated by resolution to make such request from the Road Commission.

NOW THEREFORE, BE IT RESOLVED that the Northfield Township Board of Trustees designates and agrees that Kris Klump-Ward - Representative of Whitmore Lake High School Student Council be the authorized official designated in this instance, when application is made to the Washtenaw County Road Commission for this temporary road closure.

RESOLUTION IS DECLARED ADOPTED BY ROLL CALL VOTE

Kathleen Manley
Northfield Township Clerk

Date

****RESOLUTION ACCEPTED AND APPROVED: ___ - ___ ****