

# **NORTHFIELD TOWNSHIP BOARD AGENDA**

**October 10, 2017 - 7:00 PM**

**8350 Main Street, 2<sup>nd</sup> Floor**

CALL TO ORDER

INVOCATION/PLEDGE

ROLL CALL

CONSENT AGENDA: Minutes, Department Head Reports, Zoning Administration Report, Code Enforcement Report,  
August Election Costs Update, Donation Report

ADOPT BALANCE OF AGENDA

CALL TO THE PUBLIC

BOARD MEMBER COMMENTS

CORRESPONDENCE AND ANNOUNCEMENTS: TetraTech – Non-Motorized Path Summary

## REPORTS/UPDATES

- ZBA Report +
- Planning Commission Report +
- Parks and Rec Report +
- Land Preservation Committee +
- Financial/Treasurer's Report
- Supervisor's Report
- Manager's Report

## AGENDA ITEMS

1. SAW Grant Approval
2. Consider TetraTech "SmartRate Study" proposal
3. Snow Removal Bids
4. Hire a Part-time Police Officer
5. Hire a Paid On-call Fire Fighter
6. Memorandum of Understanding: DEA State Forfeiture
7. DEA Annual Agreement
8. Organization Chart
9. Resolution 17-574: Residential Opt-out of Smart Meters
10. SEMCOG Delegate & Alternate Designation
11. Resignation of Code Enforcement Officer - Michael Rankin
12. Discussion: Code Enforcement
13. Bills

2<sup>nd</sup> CALL TO THE PUBLIC

BOARD MEMBER COMMENTS

ADJOURNMENT

\* 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.

# NORTHFIELD TOWNSHIP

## Township Board

### Minutes

### September 12, 2017

#### CALL TO ORDER

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

#### INVOCATION/PLEDGE

Dockett provided a brief invocation and 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 Manager Steven Aynes  
Township Attorney Bradford Maynes  
Recording Secretary Lisa Lemble  
Members of the community

#### CONSENT AGENDA & ADOPT BALANCE OF AGENDA

- Minutes
- Department Head Reports
- Zoning Administration Report

Dockett asked that minutes and the Community Center report be pulled for discussion.

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

#### FIRST CALL TO THE PUBLIC

Chad Marchant, 440 Barker Road, Jack Seacrist, 7140 Nollar Road, and David Gibbons, 8985 Garfield, made comments about a variety of issues including a recent notice of code violation, the North Village project, construction traffic, and allowing medical marijuana businesses in the Township.

#### BOARD MEMBER COMMENTS

Board members referred to the donation report, suggested extended office hours one evening per week, and commented on difficulties starting a business in the Township, tax payments, using CDC grant money, and the permit process for development.

#### CORRESPONDENCE AND ANNOUNCEMENTS

A board member referred to a letter from a resident about DTE installing a new meter and suggested a Board response.

#### MINUTES

Board members made one correction to the August 15, 2017, minutes and two corrections to the August 29, 2017, minutes.

- **Motion:** Chockley moved, Chick supported, that the minutes of August 15, 2017, and August 29, 2017, regular sessions be approved as corrected and to dispense with the reading.  
**Motion carried 7—0 on a voice vote.**

#### REPORTS

*Community Center.* The cost and benefits of putting on outdoor movies was discussed.

*ZBA.* Otto reported a side yard setback variance was approved for the Bobberdown Restaurant, and noted the next meeting will be held on September 18<sup>th</sup>.

*Parks & Recreation Commission.* Beliger provided a brief report on the August 17<sup>th</sup> meeting.

*Planning Commission.* Chick reported sign ordinance amendments were discussed on September 6<sup>th</sup>.

*Land Preservation Committee.* Zelenock reported the committee will be meeting this week and are working on by-laws and a presentation to the Board.

*Financial/Treasurer.* Zelenock reviewed the written Property Tax Information Overview included in the Board packet. Board members made suggestions for how to present this information to the public and asked about the fund balance.

*Supervisor and Manager.* Chockley and Aynes referred to the written reports and answered questions.

## PRESENTATIONS

### 1.

#### North Village Developer Solicitation Process

Paul Lippens, McKenna Associates, distributed a generalized drawing of the "synthesis plan" previously discussed by the Board and Planning Commission for a combination of public and private development of the former Van Curler property. He noted he has also been working on a downtown development plan with the Downtown Development Authority, and said the current schedule is to discuss that plan, the developer solicitation process, and a draft Request for Proposals (RFP) at a joint meeting of the Board and Planning Commission in October. He referred to McKenna's proposal for this work.

Board members discussed planning consultant fees, what constitutes an RFP and what is involved in preparing it, and effect on sewer capacity.

- **Motion:** Otto moved, Chick supported, that the Board direct McKenna to draft for review and approval by the Board the Request for Proposal to solicit for developers for the North Village site.

The Board, Lippens, and Aynes discussed options, cost, timing of the process, and whether it is correct to take action on a presentation item. Aynes explained this process may get several proposals or none, and the Board is making no commitment for use of the property at this point.

Chockley requested a roll call vote. Motion carried 6—1 on a roll call vote, Dockett opposed.

### 2.

#### Proposal to Update the Northfield Township Master Plan

Planning consultant Paul Lippens recounted recent discussions about updating the Master Plan and said advantages to doing this include incorporating the downtown development plan and North Village plan, as well as preservation and sustainability issues throughout the Township. He said it is an important document, but for fiscal planning purposes starting the work could be delayed until 2018 to allow the cost to be split between two budget years.

## AGENDA ITEMS

### 1.

#### Wastewater Treatment Plan (WWTP) Request to Replace Aeration Piping

WWTP Superintendent Dan Willis answered questions about materials and warranty.

- **Motion:** Zelenock moved, Beliger supported, to accept the bid of \$20,500 from Professional Thermal Systems to replace the air piping in the aeration tanks as requested by the Wastewater Treatment Plant.

Willis answered questions about the wide range of bids, noting the low bid is about the cost he expected, and confirmed that funds are available for the project.

Chockley called for a roll call vote. Motion carried 7—0 on a roll call vote.

### 2.

#### Request to Sell AED to Library

- **Motion:** Otto moved, Beliger supported, to approve the sale of an AED to the Library for \$200.

In answer to questions, Wagner said the Township is getting three new AEDs and an automatic CPR device, and the AED being sold cost about \$5,000, but is becoming obsolete.

Chockley requested a roll call vote. Motion carried 7—0 on a roll call vote.

### 3.

#### Request to Sell Various Pieces of Equipment at Chelsea Municipal Auction

- **Motion:** Beliger moved, Chick supported, to approve the sale of the equipment listed at the Chelsea Municipal Auction on September 23, 2017.

In answer to questions, Wagner said the proceeds of the sales will be credited to the budget based on where the funding for the purchase came from. Wagner noted he may pull some of the vehicles from the auction if a minimum bid cannot be set.

Chockley requested a roll call vote. Motion carried 7—0 on a roll call vote.

### 4.

#### Resolution 17-573: 2017 Millage Rates

- **Motion:** Chockley moved, Beliger supported, to adopt Resolution 17-573 setting 2017 millage rate at 0.7885 mills for General Operating, 4.4385 mills for Police Protection, 2.0000 mills for Fire/Medical Services, and 0.8195 mills for Building Bond, and to authorize the Supervisor and Clerk to sign the form L-4209.

The Board discussed what the allowable level of tax collection is after mandated Headlee rollbacks.

Motion carried 6—1 on a roll call vote, Dockett opposed. Resolution adopted.

### 5.

#### Organization Chart

Otto reviewed the changes incorporated into the chart adopted by the Board in 2013 based on discussion at the last Board meeting. The Board and Maynes made additional suggestions, and it was agreed that Otto will make additional changes as discussed.

**Northfield Township Board Meeting  
Minutes of Regular Meeting  
Public Safety Building; 8350 Main Street  
September 12, 2017**

**6.  
Non-Motorized Path Snow Removal**

The Board discussed whether to include the Non-Motorized Path in the snow removal bids. Wagner noted the Township has previously cleared the completed sections.

- **Motion:** Zelenock moved, Manley supported, that the non-motorized path be included in snow removal bids.

There was discussion about who has been maintaining sidewalks elsewhere in the Township and whether it is appropriate to ask adjacent property owners to be clear a 10 foot wide path as opposed to a narrower sidewalk.

Chockley requested a roll call vote. Motion carried 6—1 on a roll call vote, Beliger opposed.

**7.  
Bills**

Chockley and Aynes answered questions about several bills.

- **Motion:** Chockley moved, Zelenock supported, that the bills be approved.  
Motion carried 7—0 on a voice vote.

**SECOND CALL TO THE PUBLIC**

David Gordon, 5558 Hellner Road, commented on the letter referred to by Beliger earlier in the meeting, the content of minutes, plans for the North Village area, and taxes.

**BOARD MEMBER COMMENTS**

Board members made comments on a variety of subjects including DTE smart meters, plans for the North Village area, providing water at the Community Garden, format of minutes, supporting local businesses, and extending office hours. They also thanked the public for their participation,

**ADJOURNMENT**

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

The meeting adjourned 9:54 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/](http://www.twp-northfield.org/government/township_board_of_trustees/)

# NORTHFIELD TOWNSHIP

## Township Board

### Minutes

### September 26, 2017

#### CALL TO ORDER

The meeting was called to order at 7:06 P.M. by Supervisor Chockley at 8350 Main Street.

#### PLEDGE/INVOCATION

Chick 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 Manager Steven Aynes  
Township Attorney Bradford Maynes  
Recording Secretary Lisa Lemble  
Members of the community

#### ADOPT AGENDA

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

#### FIRST CALL TO THE PUBLIC

Lynn and Steve Lyman, 134 Lakeview Drive, David Gordon, 5558 Hellner, and Chuck Steuer, 760 Six Mile Road, made comments regarding the planned change in name of Lakeview Drive to Lake View Avenue, the Land Preservation Committee presentation, and the Township's failure to comply with its own ordinances.

#### BOARD MEMBER CLARIFICATIONS

Board members responded to comments about lack of covers on low-voltage electrical boxes in the Township Hall and the change in name of Lakeview Drive and discussed the Township's liability for unemployment benefits. They also discussed at length a recent consent judgment in a case regarding removal of junk vehicles from a Northfield Township property.

- **Motion:** Dockett moved, Beliger supported, to direct the Township attorneys, (which includes Mr. Burns and any other attorney employed by the Township), to provide

in writing to every Board member a monthly synopsis of cases they are working on that includes a brief description of the case and progress on each. This information is to be delivered by the first of each month to the Township Manager, to be delivered to each Board member no later than 48 hours after receipt of such information. The effective date of the first submission of documents will be November 1, 2017.

Board members discussed the details of what should be included in the report, the frequency of the report, the rarity of zoning enforcement tickets being issued, and whether action on the motion should be delayed.

- **Motion to Amend:** Otto moved, Beliger supported, that the report be provided quarterly, or earlier if appropriate, in a confidential format.  
**Amendment to motion carried 7—0 on a voice vote.**
- **Motion to Amend:** Zelenock moved, Beliger supported, that the report exclude traffic tickets.  
**Amendment to motion carried 7—0 on a voice vote.**
- **Amended motion:** Dockett moved, Beliger supported, to direct the Township attorneys, (which includes Mr. Burns and any other attorney employed by the Township), to provide in writing to every Board member a synopsis of cases they are working on that includes a brief description of the case and progress on each, but not including traffic tickets. This information is to be delivered by the first of each quarter, or earlier if appropriate, in a confidential format to the Township Manager, to be delivered to each Board member no later than 48 hours after receipt of such information. The effective date of the first submission of documents will be November 1, 2017.

**Amended motion carried 7—0 on a roll call vote.**

#### CORRESPONDENCE AND ANNOUNCEMENTS

A Board member reported on correspondence received from residents and others about the junk car court case.

#### AGENDA ITEMS

##### 1.

##### **Presentation: Land Preservation Committee**

David Perry, Susan Shink, Julia Henshaw, and Andy Lakatos, members of the Land Preservation Committee, gave a slide presentation about what land preservation is, why it should be done, various mechanisms for doing it, what kind of land should be preserved and how it is

**Northfield Township Board Meeting  
Minutes of Regular Meeting  
Public Safety Building; 8350 Main Street  
September 26, 2017**

selected, which local entities have preservation programs (Ann Arbor and five Washtenaw County Townships), how this is funded, and land that has already been preserved in Northfield Township.

They answered questions including how much land has been preserved in Northfield Township already and where the funding for it came from, how the committee will share this information and get input from the public, and what purchase of development rights is vs purchase of land.

**2.  
Approval of  
Land Preservation Committee By-Laws**

- **Motion:** Zelenock moved, Chockley supported, to approve the by-laws of the Land Preservation Committee, pending approval by the Township attorney.

Board members made comments, including that this is an advisory committee only, not a commission, which has tried to assign to itself duties it has not been assigned, and there is no need for by-laws. They also said compensation is not addressed, there is no need for a Treasurer, "duties" rather than "powers" should be referred to, and taxpayer money should not be used for their goals.

**Motion withdrawn.**

It was agreed to have the Township attorney review a revised draft and the issue of whether by-laws are appropriate, and allow the Committee to review the revision before bringing it back to the Board. Several Board members expressed their continued support for the group's efforts.

**3.  
Consider MERS  
as Township's Retirement Plan Provider**

Aynes noted the Police Department is already under the Municipal Employees' Retirement System (MERS), and this would cover only full-time employees. The Board asked for fund returns data from MERS and the other two companies considered. It was agreed to delay action until a MERS representative is available to make a presentation to the Board.

**4.  
Civic Event Application: Trunk or Treat**

- **Motion:** Beliger moved, Otto supported, to approve the Civic Event Application for Trunk or Treat on October 22, 2017.  
**Motion carried 7—0 on a voice vote.**

**5.  
DDA Request for Trunk-or-Treat Contribution**

It was agreed that no funding is needed due to donations being provided from community groups and individuals.

**6.  
Northfield Human Services  
Request to Use Public Safety Building**

Aynes referred to this request to use the building on December 10<sup>th</sup> and 17<sup>th</sup>.

- **Motion:** Chockley moved, Otto supported, to allow the Northfield Human Services Food Pantry to use the upstairs portion of the Police Station for Christmas Adopt a Family and Toys for Tots programs. **Motion carried 7—0 on a voice vote, Zelenock abstaining.**

**7.  
Organization Chart**

Board members reviewed the new draft and recommended additional changes.

**8.  
Acceptance of Health Department Grant**

Aynes referred to the list of proposed pieces of equipment to be purchased with \$5,000 in grant funding from Washtenaw County. A Board member objected to grant funding in general.

- **Motion:** Chockley moved, Chick supported, to accept the \$5,000 grant from Washtenaw County for a new handwashing sink for the Community/Senior Center, replacement three food warmer trays, replacement of four folding tables, pump and parts to repair the well at the Community Garden, and picnic tables (14 estimated) to be used throughout the Township, subject to review and approval by the Township attorney. **Motion carried 6—1 on a roll call vote, Beliger opposed.**

**9.  
Resolution 17-574:  
Residential Opt-out of Smart Meters**

- **Motion:** Beliger moved, Zelenock supported, that the Township pass Resolution 17-574, in recognition of the concerns of residents about smart meters.

Beliger said House bill 4220 is currently under consideration in the Michigan legislature in support of this. Maynes confirmed that the resolution will have only political, not legal effect, so there is no reason for him to review this. Board members asked for information about the House bill and asked for revisions.

**Motion withdrawn.**

Northfield Township Board Meeting  
Minutes of Regular Meeting  
Public Safety Building; 8350 Main Street  
September 26, 2017

10.  
Training Budget  
for Township Manager and Controller

Aynes referred to his written request for funding in excess of the \$500 in the budget for training for himself and the Controller.

- **Motion:** Beliger moved, Zelenock supported, to approve the training expenditures for the "MTA on the Road" and the Michigan Municipal Executive Annual Conference as presented by the Township Manager. **Motion carried 7—0 on a voice vote.**

11.  
Proclamation Congratulating Kiwanis Club of  
Whitmore Lake for 70 Years of Exceptional  
Service to the Northfield Township Community

Chockley read the proclamation aloud and noted that Otto and Zelenock are members.

- **Motion:** Chockley moved, Beliger supported, to adopt the *Proclamation Congratulating Kiwanis Club of Whitmore Lake for 70 Years of Exceptional Service to the Northfield Township Community*.

Zelenock called attention to George Brown and Phil Rutledge as members who have been serving the community with Kiwanis for a very long time.

**Motion carried 7—0 on a voice vote.**

DISCUSSION ITEMS

1.  
Electrical Supplier

Aynes noted he will be bringing information about alternative suppliers for the Township's account at a future meeting.

10:05 pm

SECOND CALL TO THE PUBLIC

Joan Steuer, 760 Six Mile Road, Mary Devlin, 9211 Brookside Drive, Shannon Thompson, Chuck Steuer, David Gordon, and Sharon Kinney, 9541 Main Street asked whether the Public Safety Building meets all building codes, the junk car court case, grant funding, smart meters, availability to the public of information on police activity, the board retreat, and the Land Preservation Committee.

BOARD MEMBER COMMENTS

Board members made comments about the value of Kiwanis, the name change of Lakeview Street, the Township following its own ordinances, the Land Preservation Committee, and the smart meter resolution, and urged support of local businesses.

ADJOURNMENT

Chockley adjourned the meeting at 10:27 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/](http://www.twp-northfield.org/government/township_board_of_trustees/)

# NORTHFIELD TOWNSHIP

## Township Board Retreat

### Minutes

### September 28, 2017

#### CALL TO ORDER

The meeting was called to order at 7:11 P.M. by Supervisor Chockley at 8350 Main Street.

#### PLEDGE/INVOCATION

Supervisor Chockley provide an invocation and led those present in the Pledge of Allegiance.

#### ROLL CALL

Marlene Chockley, Supervisor	Present
Kathleen Manley, Clerk	Absent with notice
Lenore Zelenock, Treasurer	Present
Tawn Beliger	Present
Janet Chick, Trustee	Present
Wayne Dockett, Trustee	Present (left at 9:19)
Jacki Otto, Trustee	Present

Also present:

Township Manager Steven Aynes  
Township Attorney Bradford Maynes  
Recording Secretary Lisa Lemble  
Members of the community

#### FIRST CALL TO THE PUBLIC

Amy Steffens, 9168 Lakewood Drive, Planning Commissioner, suggested making the site plan review process less expensive for applicants (remove engineering review by Commissioners and reduce fees), and questioned whether applicants find the process of getting approvals confusing. Board members provided background information and discussed possible options.

#### DISCUSSION ITEMS

##### 1.

#### Prioritize Goals Identified at the January Board Retreat

Board members listed possible goals. (Priorities indicated in parentheses).

- Generate more revenue for the Township, especially by attracting businesses, including investigating the feasibility of renting out space in the Public Safety Building and potential income from billboards and use of liquor licenses. (Chick)
- Improve communication between Board members, to the Board, and to citizens. (Zelenock)
- Streamline office processes and lower fees to lower operating costs and citizen expenses.
- Create a business-friendly development process, including reviewing the fee structure; perhaps assign to the Planning Commission. (Beliger, Dockett, Zelenock, Chick)

- Look at double-standards and selective enforcement of building codes (Dockett), especially businesses in agricultural areas.
- Embrace planning that has been done/following the Master Plan. (Zelenock, Otto, Chockley)
- Encourage residential development in accordance with the master plan. (Chockley)
- Help existing businesses/revitalize the downtown. (Chick, Chockley)
- Promote local tourism to help implement the downtown plan.
- Improve sewer system (Otto, Chockley)
- Review and update ordinances; perhaps assign to the Planning Commission.
- Carry out statutory duties as well as possibly can be done. (Beliger)
- Increase the fund balance. (Dockett)
- Improve technology; including have a computer/kiosk available for the public, improve the website, improve presentation of documents (e.g. link agenda items to the supporting documents in the Board packet).

Other less strategic items raised included:

- Make Community Center improvements.
- Address issue of medical marijuana facilities.
- Plan initial improvements in the Community Park
- Develop trails and sidewalks/repair East Shore Drive sidewalk.

##### 2.

#### Set Goals and Priorities for the Township Manager for the Upcoming Year

- Improve communication to the Board and to citizens.
- Handle record retention.
- Handle space needs in the building.
- Improve staffing/do a salary study.
- Work on developing a Board action plan based on goals listed.

Aynes suggested setting up a business incubator in a vacant building.

#### SECOND CALL TO THE PUBLIC

David Gordon, 5558 Hellner Road, asked about the action plan to be developed and commented on potential billboard income.

#### ADJOURNMENT

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

The meeting adjourned at 9:22 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/](http://www.twp-northfield.org/government/township_board_of_trustees/)



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](http://www.twp.northfield.mi.us)



Timothy Greene  
Lieutenant  
Police Operations

# September 2017

## Northfield Township Fire Department

### Statistical Report

Responses September 2017:	43
Responses September 2016:	44

Fire Calls:	5	
Structure Fires		0
Vehicle Fire		0
Fire Alarms		2
Outside fire		2
Smoke investigation		1

Emergency Medical Calls:	27	
Chest Pain		13
Difficulty Breathing		0
Unconscious/Cardiac Arrest		3
Diabetic/ Seizure		2
Trauma		4
CVA		2
Abdominal pain		0
Other		3

Motor Vehicle Accidents:	9	
Injury Crashes		6
Unknown		3
Pin In		3

Public Service calls: 2

Electrical issues	1
Fuel Spill	0
Carbon Monoxide Alarm	0
Trees down	0
Water rescue	0
Gas leak	0
Other	1

Mutual Aid Given 2

Scio Twp.	Pin In crash	I-94	1
Ann Arbor Twp.	Pin in crash	23/14	

Mutual Aid Received 0

Responses in hamlet area: 28

Responses in rural area: 13

Responses on Highway 8

Responses outside the township: 2

Average response time for the month: 6:26



William Wagner



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](http://www.twp.northfield.mi.us)



Timothy Greene  
Lieutenant  
Police Operations

### October 2017 Director of Public Safety Board Communication

1. **Fire department activity for September 2017:** September was a pretty quiet month with only a couple calls that were significant for the fire department. We were called to assist Scio Fire Department with a very complicated and extensive extrication of a semi truck driver on I-94. We also assisted Ann Arbor Twp. Fire Department on a pin in crash on 23 and Warren Rd. We now have automatic mutual aid with Ann Arbor Township on US-23 between Territorial and the south of the west triple decker.
2. **Fire Department training for September:** Fire Department training activity for August consisted of: Air monitor training for carbon monoxide and other gases. We toured the new Arvin Sango facility. The specialty teams (Haz-Mat and TRT) had their monthly respective training on-going.
3. **Road closures and projects:** Road construction continues to improve as the project nears completion. We check the status of the different projects daily to stay on top of the different routing that we need to take to different parts of the township.
4. **Non Motorized Path maintenance:** Now that the non-motorized path is complete there is a question as to who will mow the grassy areas along the path. We currently mow the areas by the elementary school by the bridges and periodically mow the areas across from the new Living water church.
5. **Fire Prevention:** I have attached a list of recent fire prevention activities.
6. **Hose Testing:** We recently completed annual hose testing for the department. We did end up failing a large amount of hose. We will need to replace much of this hose that we did not budget for. We have written a grant for the replacement of all hose in the department but have not heard anything yet. I am not real confident that we will get the grant if we have not heard from FEMA yet.
7. **Open House:** The annual Police and Fire Department Open House will be Sunday October 15<sup>th</sup> from 1-4pm

# Northfield Township Fire Department

8350 Main Street  
Phone (734) 449-2385

Whitmore Lake, MI 48189  
Fax (734) 449-2521

Fire Chief  
William E. Wagner, Jr.

## Fire Prevention Activity

*For the month of: September 2017*

<u>Date</u>	<u>Activity Type</u>	<u>Address</u>	<u>Business</u>
9/5	Training: Plans Examiner		
9/7	Training: Plans Examiner		
9/13	System Test/ Inspection	955 E. North Territorial	Arvin Sangho
9/19	Training: Plans Examiner		
9/21	Training: Plans Examiner		
9/22	Re-inspection	52 Barker Rd	Little Porky's
9/22	Inspection	9615 Main	Majestic Shores Massage
9/22	Re-inspection	22 Barker Rd	Family Video
9/22	Inspection	9567 Main	Kiwanis
9/22	Inspection	9571 Main	Jump-N-Time Tack
9/22	Inspection	9101 Main	Twp. Senior & Community Center
9/27	Public Education	8877 Main	Livingston Christian School
9/27	Plan Review	8475 Main	Bobber Down Addition



**Brad Rennells**  
Lieutenant

# **NORTHFIELD TOWNSHIP POLICE DEPARTMENT**

## **MONTHLY OPERATIONS REPORT**



**SEPTEMBER 2017**

## SEPTEMBER 2017 MONTHLY REPORT

<b>Calls For Service</b>	<b>434</b>
<b>Arrests</b>	<b>18</b>
<b>Mutual Aid Assistance To Other Departments Inside the Township</b>	<b>6</b>
<b>Mutual Aid Assistance To Other Departments Outside the Township</b>	<b>9</b>
<b>Average Response Time</b>	<b>5.27</b>

### NOTES & FACTS FROM THE DEPARTMENT

- **DATA:** 60 % of total complaints answered were in the hamlet area and 40 % were handled throughout the rest of the Township.

- **TRAINING**

FORMAL     Sgt. J. Davidson – Managing the Property & Evidence Room  
                 Ofc. J. Howe – Michigan Defensive Firearms Institute Shotgun Training  
IN-SERVICE: Firearms Training

- **EVENTS OF SIGNIFICANCE**

#### VIOLATION OF PUBLIC HEALTH CODE AND DWLS ARREST

On September 17, 2017, at approximately 3:12 A.M., Northfield Township Police Officers stopped a vehicle for a traffic violation on US23 and Joy Rd. The officer subsequently arrested a 36-year-old Lansing male for Violation of Controlled Substance and DWLS.

As the officer made contact with the driver, he could smell the odor of marijuana coming from the vehicle. When asked if there was anything in the vehicle, the suspect produced a cigarette with suspected marijuana in it from his ash tray. The suspect was placed under arrest for Possession of Marijuana. A subsequent search of the vehicle resulted in a clear film canister and two baggies containing suspected marijuana, a knife, \$595.00 in cash, and a grinder. The suspect was transported to the Northfield Township Police Department for processing and later released pending analysis of the suspected drugs at the Michigan State Police Forensic Lab. The case is pending adjudication.

#### SEX OFFENDER ARREST FOR FAILURE TO COMPLY WITH REGISTRATION ACT AND INDECENT EXPOSURE

On September 18, 2017 Northfield Township Police Department arrested a 57 year old sex offender for Failure To Comply With Registration Act and Indecent Exposure.

The arrest stemmed from a complaint of indecent exposure that occurred in Northfield Estates Mobile Home Community. Further investigation revealed he was a Sex Offender and had violated the sex offender's registration act by failing to report his change of address. The suspect stated he was homeless and that he had registered in Kentucky. On September 20, 2017, the Washtenaw County Prosecutor's Office authorized Felony Charges. The case is pending adjudication

**CLEAR-1018 Verified Offense By Date**  
**Agency: NR**  
**9/1/2017 12:00:00 AM - 9/30/2017 12:00:00 AM**

Offense Code	Description	Incident Count
2305	Larceny - Personal Property from Vehicle - LFA	1
2309	Larceny - From Yards (Grounds Surrounding a Building)	3
2605	Fraud - Illegal Use of Credit Card	1
2609	Identity Theft	1
2902	Damage to Property - Private Property - MDOP	3
3562	Marijuana -Possess	3
5090	Failure to Comply with Reporting Duties (Sex Offender)	1
C1235	CLEMIS global - Test Offense 2	1
C2840	Juvenile - Malicious Mischief	1
C2899	Juvenile - All Other	1
C2931	DWLS OPS License Suspended / Revoked	3
C2934	Vehicle Insurance - None / Expired	1
C2935	DWLS 2nd OPS License Suspended / Revoked	1
C3010	Felony Arrest Warrant (Originating Agency)	1
C3020	Misdemeanor Arrest Warrant (Originating Agency)	2
C3050	Misdemeanor Arrest Warrant - Other Jurisdiction	5
C3101	Acc, Single Motor Vehicle	1
C3113	Acc, Injury Type B	1
C3145	Property Damage Traffic Crash PDA	5
C3148	Motor Vehicle - Animal Traffic Crash	1
C3150	Property Damage H&R Traffic Crash	3
C3157	Pedestrian - No Injury Traffic Crash	1
C3170	Private Property Traffic Crash	1
C3205	Sudden Death - Natural	2
C3217	Attempt Suicide Adult	1
C3245	Sick Care For Medical	1
C3250	Mental Health Call	2
C3299	Welfare Check	7
C3310	Family Trouble	4
C3312	Neighborhood Trouble	2
C3318	Found Property	2
C3324	Suspicious Circumstances	16
C3326	Suspicious Vehicles	12
C3328	Suspicious Persons	4
C3330	Assist Other Law Enforcement Agency	4
C3331	Assist Medical	9
C3332	Assist Fire Department	1
C3333	Assist Motorist	4
C3334	Assist Other Govt Agency	1
C3336	Assist Citizen	12
C3337	Assist Citizen - Vehicle Lockout	3
C3351	Civil - Landlord / Tenant	1
C3355	Civil Matter - Other	11
C3399	Miscellaneous All Other	1
C3702	Traffic Complaint / Road Hazard	7

**CLEAR-1018 Verified Offense By Date**  
**Agency: NR**  
**9/1/2017 12:00:00 AM - 9/30/2017 12:00:00 AM**

Offense Code	Description	Incident Count
C3704	Traffic Complaint / Abandoned Auto	1
C3706	Traffic Complaint / Vehicle Impound	3
C3714	Traffic Complaint / ATV Complaint	1
C3728	Traffic Complaint / Parking Complaint	1
C3730	Traffic Complaint / Traffic Miscellaneous A Complaint	2
C3740	Traffic Offense / Property Damage Accident / No UD10	1
C3804	Animal Complaint	5
C3808	Animal Bite / Scratch	1
C3907	Panic Alarm	1
C3999	Alarms All Other	1
C4041	Speeding Citation	27
C4042	Careless Driving Citation	1
C4046	Disobey Stop Sign Citation	1
C4048	Improper Passing Citation	1
C4049	Improper Lane Usage Citation	1
C4099	Other Hazardous Citations	2
C4105	Equipment Citation	3
C4199	Other Non-Hazardous Citation	2
C4306	Drove W/O Proper Endorsement	1
C4307	Drove W/Expired Ops	1
C4313	Veh Reg Impr/Expired Citation	1
C4314	Veh Ins None/Expired Citation	1
L3501	911 Hang Up - NR	3
L3503	Opened in Error - NR	2
L3506	Shots Fired - NR	4
L3507	Fingerprints - NR	6
L3509	Loud Party - NR	3
L3510	Loud Music - NR	1
L3523	Northfield Ord Enforcement / Complaint - NR	1
L3526	False Alarm - NR	18
L3529	Duplicate Report of Run - NR	1
L3535	GUN Permit, Applications, CCW Permits - NR	22
L3542	BOL - NR	11
L3547	Subpoena Service - NR	1
L3551	Sex Offender Registration/Verification - NR	3
L3552	Traffic Stop - NR	92
L3557	Check Person - NR	1
L3565	Tresspass - Info Only - NR	2
L3568	Local Records Check - NR	5
L3569	Assist Other Police Agency - Inside Northfield - NR	6
L3570	Assist Other Police Agency - Outside Northfield - NR	9
L3571	Disorderly Person - NR	3
L3597	Non Terminal - NR	26
L4599	Misc Non-Criminal - NR	2
L6501	Property Check/Directed Patrol/Vac Watch - NR	4

**CLEAR-1018 Verified Offense By Date**  
**Agency: NR**  
**9/1/2017 12:00:00 AM - 9/30/2017 12:00:00 AM**

Offense Code	Description	Incident Count
Sum:		434

Report Time:  
10/4/2017 8:43:23 AM

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

Agency: Northfield Township  
Police Department  
ORI: MI8196400

Classification	Sep/2017	Sep/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	0	0	-
12000 ROBBERY	0	0	-
13001 NONAGGRAVATED ASSAULT	0	3	-100.0%
13002 AGGRAVATED/FELONIOUS ASSAULT	0	1	-100.0%
13003 INTIMIDATION/STALKING	0	1	-100.0%
20000 ARSON	0	0	-
21000 EXTORTION	0	0	-
22001 BURGLARY -FORCED ENTRY	0	1	-100.0%
22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	0	0	-
23001 LARCENY -POCKETPICKING	0	0	-
23002 LARCENY -PURSES/NATCHING	0	0	-
23003 LARCENY -THEFT FROM BUILDING	0	0	-
23004 LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	0	0	-
23005 LARCENY -THEFT FROM MOTOR VEHICLE	1	0	-
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	0	0	-
23007 LARCENY -OTHER	4	1	300.0%
24001 MOTOR VEHICLE THEFT	0	0	-
24002 MOTOR VEHICLE, AS STOLEN PROPERTY	0	1	-100.0%
24003 MOTOR VEHICLE FRAUD	0	0	-
25000 FORGERY/COUNTERFEITING	0	0	-
26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	0	0	-
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	1	0	-
26003 FRAUD -IMPERSONATION	0	0	-
26004 FRAUD -WELFARE FRAUD	0	0	-
26005 FRAUD -WIRE FRAUD	0	0	-
26007 FRAUD - IDENTITY THEFT	1	2	-50.0%
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:  
10/4/2017 8:43:23 AM

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

Agency: Northfield Township  
Police Department  
ORI: MI8196400

Classification	Sep/2017	Sep/2016	% Change
28000 STOLEN PROPERTY	0	0	-
29000 DAMAGE TO PROPERTY	3	1	200.0%
30001 RETAIL FRAUD -MISREPRESENTATION	0	0	-
30002 RETAIL FRAUD -THEFT	0	0	-
30003 RETAIL FRAUD -REFUND/EXCHANGE	0	0	-
30004 ORGANIZED RETAIL FRAUD	0	0	-
35001 VIOLATION OF CONTROLLED SUBSTANCE ACT	3	2	50.0%
35002 NARCOTIC EQUIPMENT VIOLATIONS	0	2	-100.0%
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	0	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	-
<b>Total for Group A</b>	<b>13</b>	<b>15</b>	<b>-13.3%</b>
01000 SOVEREIGNTY	0	0	-
02000 MILITARY	0	0	-
03000 IMMIGRATION	0	0	-
09003 NEGLIGENCE HOMICIDE -VEHICLE/BOAT	0	0	-
14000 ABORTION	0	0	-
22003 BURGLARY - UNLAWFUL ENTRY (NO INTENT)	0	0	-
22004 POSSESSION OF BURGLARY TOOLS	0	0	-
26006 FRAUD -BAD CHECKS	0	0	-
36003 PEEPING TOM	0	0	-
36004 SEX OFFENSE -OTHER	1	0	-
38001 FAMILY -ABUSE/NEGLECT NONVIOLENT	0	0	-
38002 FAMILY -NONSUPPORT	0	0	-
38003 FAMILY -OTHER	0	0	-
41001 LIQUOR LICENSE -ESTABLISHMENT	0	0	-
41002 LIQUOR VIOLATIONS -OTHER	0	1	-100.0%
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:  
10/4/2017 8:43:23 AM

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

Agency: Northfield Township  
Police Department  
ORI: MI8196400

Classification		Sep/2017	Sep/2016	% Change
48000	OBSTRUCTING POLICE	0	1	-100.0%
49000	ESCAPE/FLIGHT	0	0	-
50000	OBSTRUCTING JUSTICE	1	2	-50.0%
53001	DISORDERLY CONDUCT	0	0	-
53002	PUBLIC PEACE -OTHER	0	0	-
54001	HIT and RUN MOTOR VEHICLE ACCIDENT	0	0	-
54002	OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	0	4	-100.0%
55000	HEALTH AND SAFETY	0	0	-
56000	CIVIL RIGHTS	0	0	-
57001	TRESPASS	0	1	-100.0%
57002	INVASION OF PRIVACY -OTHER	0	0	-
58000	SMUGGLING	0	0	-
59000	ELECTION LAWS	0	0	-
60000	ANTITRUST	0	0	-
61000	TAX/REVENUE	0	0	-
62000	CONSERVATION	0	0	-
63000	VAGRANCY	0	0	-
70000	JUVENILE RUNAWAY	0	2	-100.0%
73000	MISCELLANEOUS CRIMINAL OFFENSE	0	0	-
75000	SOLICITATION	0	0	-
77000	CONSPIRACY (ALL CRIMES)	0	0	-
Total for Group B		2	11	-81.8%
2800	JUVENILE OFFENSES AND COMPLAINTS	2	1	100.0%
2900	TRAFFIC OFFENSES	6	19	-68.4%
3000	WARRANTS	8	6	33.3%
3100	TRAFFIC CRASHES	13	8	62.5%
3200	SICK / INJURY COMPLAINT	13	14	-7.1%
3300	MISCELLANEOUS COMPLAINTS	87	88	-1.1%
3400	WATERCRAFT COMPLAINTS / ACCIDENTS	0	0	-
3500	NON-CRIMINAL COMPLAINTS	220	243	-9.5%
3600	SNOWMOBILE COMPLAINTS / ACCIDENTS	0	0	-
3700	MISCELLANEOUS TRAFFIC COMPLAINTS	16	18	-11.1%
3800	ANIMAL COMPLAINTS	6	4	50.0%
3900	ALARMS	2	1	100.0%
Total for Group C		373	402	-7.2%
2700	LOCAL ORDINANCES - GENERIC	0	0	-
4000	HAZARDOUS TRAFFIC CITATIONS / WARNINGS	33	25	32.0%
4100	NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	5	2	150.0%
4200	PARKING CITATIONS	0	2	-100.0%
4300	LICENSE / TITLE / REGISTRATION CITATIONS	4	2	100.0%
4400	WATERCRAFT CITATIONS	0	0	-
4500	MISCELLANEOUS A THROUGH UUUU	2	2	0%

Agency: Northfield Township Police Department  
ORI: MI8196400

Oakland County CLEMIS  
REPORT EXCLUDES UCR STATUS OF UNF

Report: CLEAR-008  
Page 3 of 4

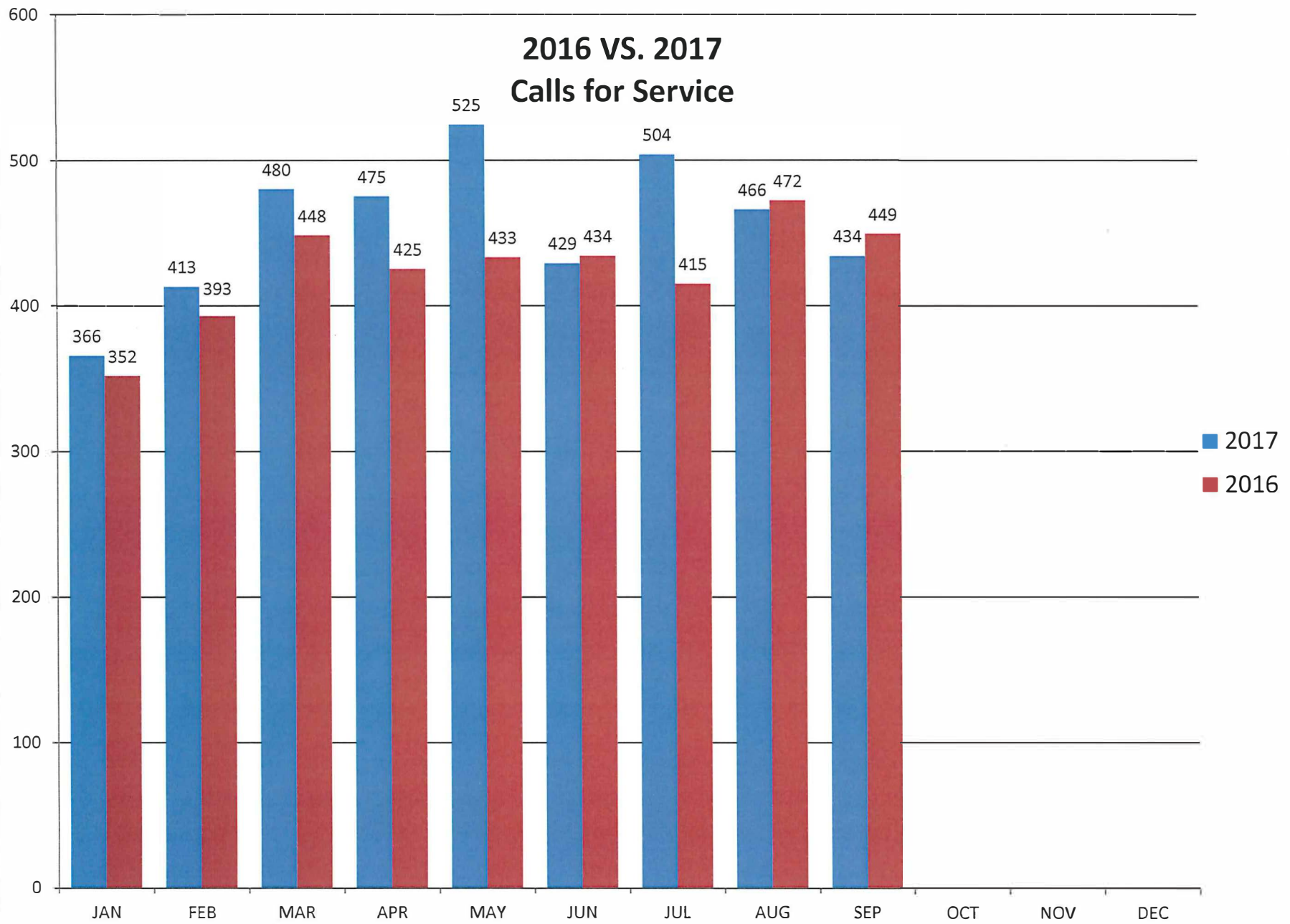
Report Time:  
10/4/2017 8:43:23 AM

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

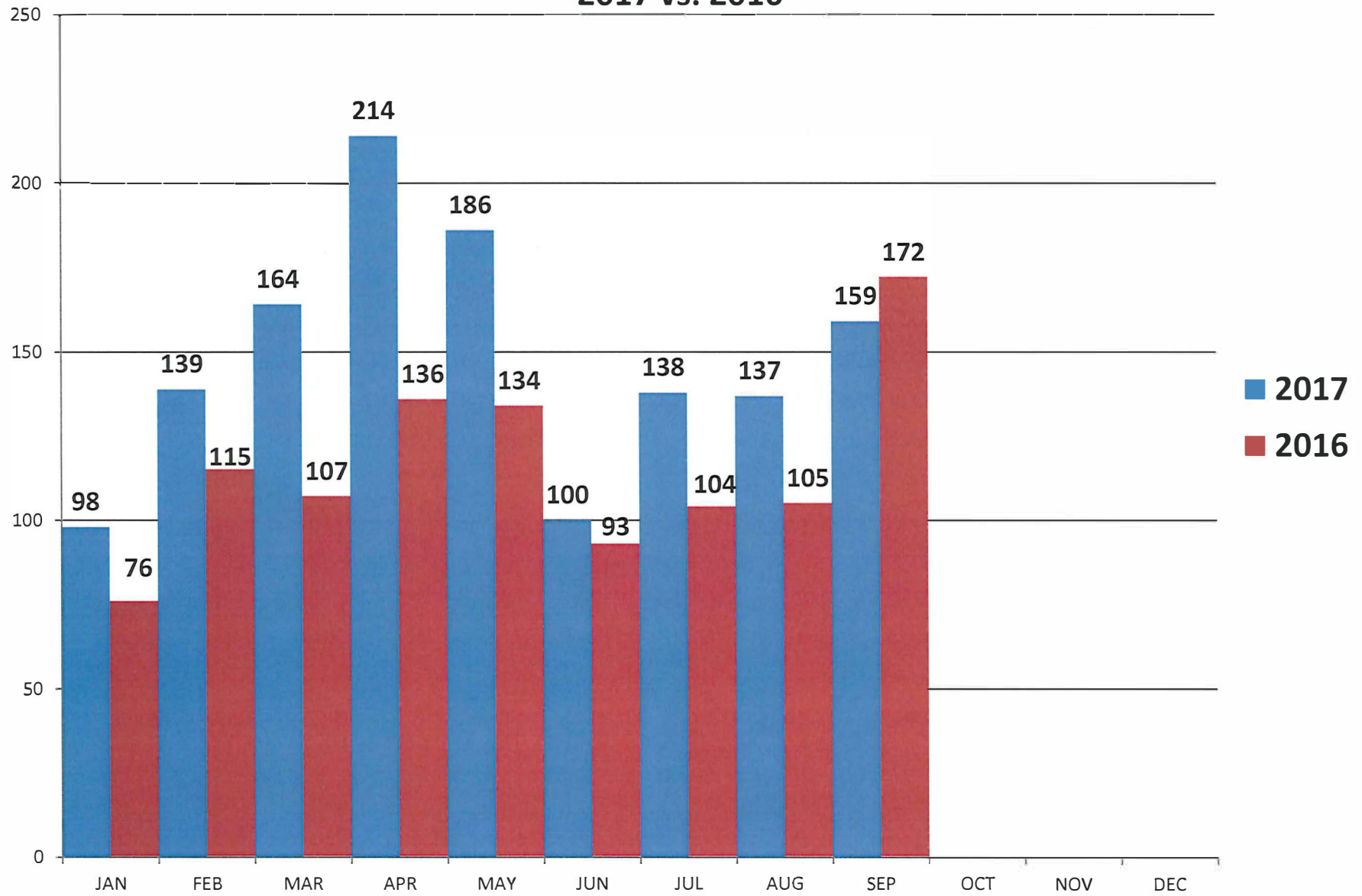
Agency: Northfield Township  
Police Department  
ORI: MI8196400

Classification	Sep/2017	Sep/2016	% Change
4600 LIQUOR CITATIONS / SUMMONS	0	0	-
4700 COMMERCIAL VEHICLE CITATIONS	0	0	-
4800 LOCAL ORDINANCE WARNINGS	0	0	-
4900 TRAFFIC WARNINGS	0	0	-
<b>Total for Group D</b>	<b>44</b>	<b>33</b>	<b>33.3%</b>
5000 FIRE CLASSIFICATIONS	0	0	-
5100 18A STATE CODE FIRE CLASSIFICATIONS	0	0	-
<b>Total for Group E</b>			-
6000 MISCELLANEOUS ACTIVITIES (6000)	0	0	-
6100 MISCELLANEOUS ACTIVITIES (6100)	0	0	-
6200 ARREST ASSIST	0	0	-
6300 CANINE ACTIVITIES	0	0	-
6500 CRIME PREVENTION ACTIVITIES	4	0	-
6600 COURT / WARRANT ACTIVITIES	0	0	-
6700 INVESTIGATIVE ACTIVITIES	0	1	-100.0%
<b>Total for Group F</b>	<b>4</b>	<b>1</b>	<b>300.0%</b>
<b>Total for All Groups</b>	<b>436</b>	<b>462</b>	<b>-5.6%</b>

## 2016 VS. 2017 Calls for Service



## NUMBER OF TRAFFIC VIOLATIONS BY MONTH 2017 vs. 2016



## TRAFFIC VIOLATIONS SUMMARY

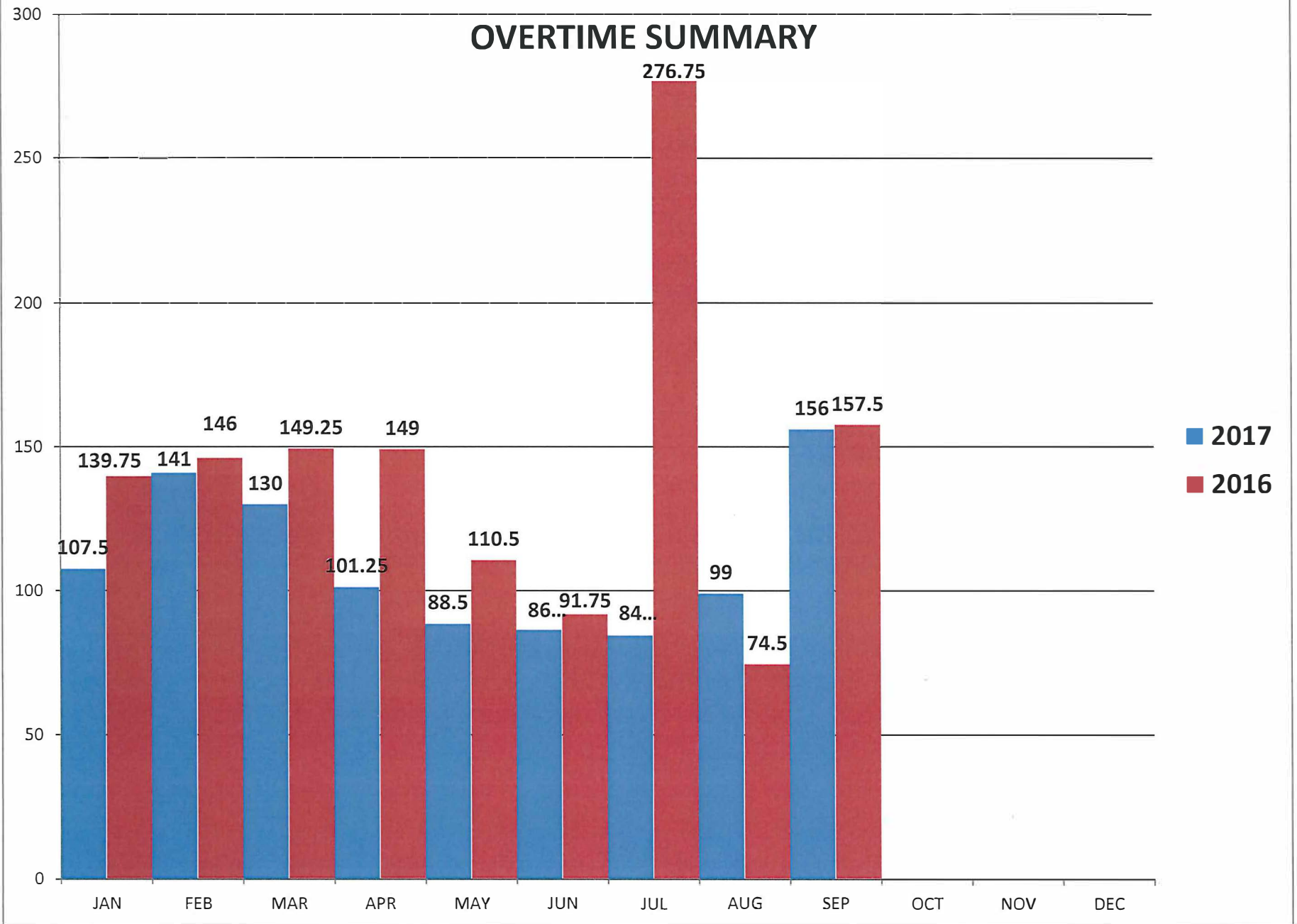
JANUARY 1, 2017 THROUGH DECEMBER 31, 2017													
2017	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Speed	25	25	31	65	42	16	33	39	30				306
Hazardous	11	10	10	8	17	5	2	5	14				82
Non-Hazardous	30	14	25	37	30	24	30	23	10				223
Parking	0	0	0	0	0	0	0	0	0				0
Warning	32	87	94	99	97	54	67	66	90				686
Waiveable Viol. Issued	0	3	4	5	0	1	6	4	15				38
<b>TOTAL</b>	98	139	164	214	186	100	138	137	159				1335

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	25	11	19				220
Hazardous	8	7	11	7	9	5	8	4	18				77
Non-Hazardous	11	8	15	11	18	9	10	13	16				111
Parking	0	0	0	0	0	0	0	0	1				1
Warning	37	59	31	64	70	52	52	68	105				538
Waiveable	8	8	16	13	15	4	9	9	13				95
<b>TOTAL</b>	76	115	107	136	134	93	104	105	172				1042

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	
<b>2017</b>	98	139	164	214	186	100	138	137	159				1335
<b>2016</b>	76	115	107	136	134	93	104	105	172				1042

## 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	15	9	9				81
Complaint Investigation	14	0	1	6	14.5	26.25	12.5	15.5	6.5				96.25
Report Writing	1.5	5	0	1	0	0	0	0	4				11.5
Training	24	0	57	0	0	0	0	24	30				135
Short Shift	40	57	69	59.25	20	26.25	21.5	45.5	44				382.5
Administrative	0	0	0	0	0	0	0	0	0				0
Special Detail	0	0	0	1	0	33	35.5	5	3.5				78
Holiday	2	67	0	28	54	0	0	0	59				210
<b>TOTAL</b>	107.5	141	130	101.25	88.5	86.5	84.5	99	156				994.25

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	84.5	99	156				994.25
2016 - TOTAL	139.75	146	149.25	149	110.5	91.75	276.75	74.5	157.5				1295

## EMPLOYEE TIME OFF

2017	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Sick	8	8	28	58	0	0	0	22	20				144
Comp	4.75	23	42.5	44.75	71.25	21	66.25	21.5	87.5				382.5
Vacation	36	24	24	10	0	0	97.25	24	0				215.25
Holiday	20	0	0	0	10	0	0	0	10				40
PTO	73.5	105.5	37	153	212.5	175.25	176	147	263.5				1343.25
Other	176	200	184	160	184	176	172	184	0				1436
<b>TOTAL</b>	318.25	360.5	315.5	425.75	477.75	372.25	511.5	398.5	381				3561

\*\*PTO - Includes PTO/Admin Leave during this Month

**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: September 2017**

**Subject: Monthly Report**

---

- 9/5 Pulled rags out of pump #1 Raymond pump station.
- 9/7 We tried to remove a gate between aeration tanks unsuccessfully prior to replacing piping in the tanks , will cut it out after the tanks are drained.
- 9/8 Switched flow from aeration # 2 to # 3 to replace piping.
- 9/12 Picked up new mower for demo to cut pump stations after 15 year old mower broke. New mower is a zero-turn rider to replace a walk behind.
- 9/12 Plugged sewer call at 36 Tillman, cleaned it using our jetter. It was full of roots, will return later and root treat the line.
- 9/13 Ran the small camera down a line at 10491 Lakeview for a homeowner that was having sewer problems. Also televised a fire dept. intake line on Shadybeach.
- 9/13 Tom Beert attended a class for E One grinder pumps at Hamburg Twp.
- 9/14 Brian MacDonald and Jon White attended an Operators math class in Linden to prepare for the state exams in November.

- 9/19 Cleaned sewers and evaluated manholes in the Groomes sub.
- 9/21 Met with job supervisor at 955 N Terr. to inspect tap into our manhole.
- 9/21 Pulled pump # 1 at Edmund pump Station to remove rags.
- 9/22 Repaired roof of office building to stop leak.
- 9/25 Contractor replaced piping in aeration tank 2.
- 9/26 Tom Beert and Mike Spirl attended a class on lift stations in South Lyon.
- 9/26 Switched over aeration tanks to replace piping in tank one and removed gate between tanks.
- 9/27 Piping from the filter bld. plugged and had to be jetted, we removed 2 to 3 yds of sand and gravel.

<b>September 2016 Daily Average Flow</b>	<b>.640 MGD</b>
<b>September 2017 Daily Average Flow</b>	<b>.580 MGD</b>
<b>Maximum September Daily Flow 2016</b>	<b>.852 MGD</b>
<b>Maximum September Daily Flow 2017</b>	<b>.699 MGD</b>
<b>Minimum September Daily Flow 2016</b>	<b>.578 MGD</b>
<b>Minimum September Daily Flow 2017</b>	<b>.514 MGD</b>
<b>6 – Month Average Flow</b>	<b>.769 MGD</b>
<b>12 – Month Average Flow</b>	<b>.766 MGD</b>
<b>Total Gallons Treated September 2016</b>	<b>19.21 MG</b>
<b>Total Gallons Treated September 2017</b>	<b>17.38 MG</b>
<b>Rainfall (inches) September 2016</b>	<b>4.43</b>
<b>Rainfall (inches) September 2017</b>	<b>0.92</b>
<b>Connections / Tap-ins' to system</b>	<b>0</b>
<b>Miss Dig Staking's</b>	<b>6</b>
<b>Overtime hours for the month</b>	<b>39 hrs</b>

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

**I. September Overview**

The Senior Nutrition program continues to run smoothly. We have 96 registered seniors, with 9 to 20 attending on a daily basis in September. Lunches are served on Mondays, Wednesdays and Fridays at 12:15p.m.

THANK YOU to our Senior Lunch Volunteers – Ann Brindle, Louisa DeFilippi, Linda Hartley, Ernestine Hogston, Alyssa Jones, Betty Jones, Kristina Kelley, Debbie Leibert, Christine Miles, Karen Neigebauer, Donn Sleek, Chuck Steuer, Ann Thompson, Curtis Ward and Nancy Warner. They do a great job!

I continue to work with the Washtenaw County Office of Community and Economic Development on getting the Meals on Wheels portion of the program started. In addition to our issue finding drivers, we are now having difficulty with getting the individually packaged meals that will be needed. We are working hard to figure this out.

I am thankful for the grant funding from the Dept. of Public Health, as I was able to purchase a handwashing station, additional folding tables and a much needed new steamtable. All will be very helpful additions to the Senior Nutrition Program.

A huge THANK YOU to our volunteers – Angela Brown, Denise Creque, Mary Devlin, Peggy Friscia, Ruth Hague, Linda Hartley, Cindy Hogston, Ernestine Hogston, Betty Jones, Alyssa Jones, Kristina Kelley, Phyllis Lindblade, Tara Pietilla, Donn Sleek, Ann Thompson, Curtis Ward, Nancy Warner, - for the work they contributed in September. Their hard work is truly appreciated.

Program planning continues. Preparations continued for the fall health fair, a craft show, and our traditional holiday events – Harvest Potluck Dinner, Sr. Holiday Gala, and Dinner with Santa. I am continuing to work on our annual Old-Fashioned Halloween Party and am working with panning committee for this year's Trunk or Treat event. New programs and event ideas for the Community Center all also in the works.

I continue to attend and keep minutes for the Parks & Recreation Board meetings.

I continue to stay busy each day assisting patrons with a variety of issues, questions and concerns.

**II. Program Evaluation**

**a. On-Going Services**

Lisa Abrams continues to offer reflexology sessions and therapeutic foot baths. Dr. Anthony Mastrogiamomo from South Lyon Foot & Ankle Specialists continues to offer senior foot care every other month. His next visit is scheduled for Oct. 26.

The Medical Loan Closet continues to be available to the community. Twelve items were loaned in September. We received donations of 3 walkers, a shower seat, a bedside commode, 2 pairs of crutches and several miscellaneous items.

Acupuncture therapy continues to be popular, with 11 to 16 people participating each week in September. Licensed Acupuncturist, Ron Hough, is at the Center from 4:00p.m. to 6:00p.m. for walk-in visits on Thursday afternoons.

The Kidney Foundation of Michigan's "My Choice, My Health: Prediabetes Prevention" program's participants held their final monthly meeting on September 19. Six of the eight participants were able to attend. All participants agreed that this is a most beneficial program. I am hoping that we can host this program again in the future.

**b. Classes**

Chair Yoga (6-10 participants/week) continued on Tuesdays.

Gentle Yoga on Wednesday evenings has 6 to 8 participants each week in September.

Exercise with Becky (Tues. & Thurs.) has 10 to 12 participants each day.

Tai Chi resumed on September 12. Five people are participating.

The spring session of MAH Fitness began its fall session on September 14. There are 5 participants.

The Primitive Rug Hooking class continues with 2 students.

Meditation class returned on September 12. There are four people participating.

The new Line Dancing class continues to be popular! We have had 10 to 13 participants each week in September. Participants have learned a number of dances, with 1 to 2 new dances added at each session. Instructor, Christine Stewart is doing a great job!

**c. On-Going Activities**

Pinochle continues every Tuesday and Thursday afternoon. Attendance is consistent at 6 to 12 players per day each week.

Mah Jongg Mondays continue with 4 to 8 people participating each week.

The Knit, Crochet, Craft group meets every Friday from 11:30a.m. to 1:30p.m. 3 to 5 people attended each week in September.

The Whitmore Lake Portrait Group is in every Monday afternoon. Ten to twelve artists attend each week. The art gallery that showcases their art continues to be popular with our guests.

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

**d. Special Events**

Six people enjoyed Downton Abbey Revisited each of the two nights it was offered in September.

Fifty people joined us for Movies Under the Star and enjoyed "The Secret Life of Pets" on September 15. We had two boats that attended each evening. It was a beautiful night and a very nice ending to this year's series!

Five people participated in the Rectangle Basket classes on September 20 & 27.

Twenty people are registered participants in our ongoing project to crochet sleeping mats out of plastic grocery bags. Five to 12 have been showing up each week. These mats will be donated to local shelters for distribution to the homeless in Washtenaw County. Participants do not need to know how to crochet. Help is needed to sort and flatten out the bags, cut them into strips, tie the strips together and roll them into balls

A Health & Wellness Fair was held on September 23. This was one of the 2017/2018 goals of the Community Health Equity/Health Initiative Program with the Washtenaw County Health Department. Fifty people attended the fair that featured a variety of informational booths and wellness stations that included: flu shot clinic, acupuncture, reflexology, massages, yoga demonstrations, and blood pressure checks. Thank you to the following for their assistance and participation: Washtenaw County Department of Public Health; U of M Visiting Nurses; Costco; Majestic Shores Spa; Acupuncturist, Ron Hough; Reflexologist, Lisa Abrams; Yoga Instructor, Linda Hartley, YMCA of Ann Arbor; Personalized Health Care. A huge THANK YOU to Community Center Volunteers for all their help in making the day run smoothly!

Musician and singer, Betsy Beckerman provided our first free concert on September 27. Five free concerts are being provided courtesy of the American Federation of Musicians and Ann Arbor Local 625. Betsy will join us again on November 1. Other dates and artists are being confirmed.

**ZONING COMPLIANCE  
MONTH OF SEPT 2017**

<b>Property Address</b>	<b>Name</b>	<b>Parcel ID</b>	<b>Description</b>	<b>Status</b>
229 Lake View Ave	Henderson, James	B-02-08-360-002	New Home	Approved
336 Cherry Ct	C&L Ward Brothers	B-02-08-110-107	Deck	Approved
5235 Nollar Rd	Kempf, Lewis	B-02-33-400-018	Pole Barn	Approved
6480 Whitmore Lake Rd	Big Tex Trailers	B-02-29-200-021	A-Wall / B-Pole / C-Directional Sign	Approved
5756 Earhart Rd	David Klein Construction	B-02-25-300-012	Garage & Screen Porch Addition	Approved Revised
6480 Whitmore Lake Rd	Big Tex Trailers	B-02-29-200-021	Fence	Approved w/cond: no sharp objects
8505 Main Street	O'Donnell Electric	B-02-08-250-016	Wall Sign / Reface Existing Pole	Approved
9417 Sandlewood Dr	AIS Installation	B-02-06-311-026	Fence	Approved
102 Barker Rd	Dog By Design	B-02-06-105-017	Change of Use	Approved w/cond: Site Plan Needed
6770 Nollar Rd	Uhlemann-Short, Carolin	B-02-21-400-008	Shed & Deck	Approved
6770 Nollar Rd	Uhlemann-Short, Carolin	B-02-21-400-008	Home Occupation-Tutoring, Meetings	Approved

9/29/2017

**Update Report on Code Enforcement activity last 30 days.**

Attached are statistics on open and closed code complaints by category.

Publicity surrounding one resident who has fallen behind in complying with a consent agreement requiring monthly removal of a required number of inoperative vehicles stored outdoors has been notable. This matter has been referred to the attorney for review.

A number of Code Enforcement complaints have been referred to Building and Zoning officials for resolution. Typically these complaints involve allegations of use above what is allowable under existing conditional use permits or alleged construction or use without permits.

Sound and light violation complaints have been filed which require specialized equipment to measure decibel levels or light levels in lumens or candlepower. The Township does not have this equipment.

A list of issues involving questions regarding what would be considered appropriate levels of enforcement going forward has been submitted for further discussion.

One Notice of Municipal Civil Infraction ticket was issued and paid this month with reference to a property with numerous inoperative/unlicensed vehicles stored outside.

Thank you for your attention to this matter.

A handwritten signature in black ink, appearing to be "E. J. [unclear]", written in a cursive style.

## Complaint Category

Open Closed

9/29/2017

Animal noise/Animals not allowed	0	4
Building w/o permit	5	2
Encroachment/bld/fence/vegetation	2	5
Excavation/Fill w/o permit	2	5
Exterior lighting issues	1	0
Fence w/o permit	2	4
Illegal burning	1	2
Junk/Blight outdoor storage/decaying property	7	25
Noise industrial	0	2
Signs	1	0
Sidewalks disrepair/encroaching vegetation	0	3
Unpermitted Use /use in excess of cond. Use permit	4	2
Vehicles inoperative/display for sale/illegal parking	1	23
Weeds vegetation overgrowth/ dumping of veg.	4	11

# Northfield Township Clerk's Office

## Memo

Date: October 5, 2017 - updated

To: Township Board of Trustees

From: Kathy Manley, Clerk  
Cristina Wilson, Deputy Clerk

RE: August 8, 2017 Special Election Expenditure

### August 8, 2017 Election Tentative Cost

Postage	\$ 564.17
Publications	\$ 1,575.64
Accuvote/Automark Testing	\$ 350.00
Election Inspector Pay	\$ 1,687.00
Meals	\$ 120.59
Mileage	\$ 84.33
Ballots	Have not received invoice
Maintenance support @ Whitmore Lake Middle School	\$ 262.00
Tentative total	<div style="border: 1px solid black; padding: 2px;">\$ 4,643.73</div>

**Donation Report**

As of September 30, 2017

General Fund

Parks and Recreation	100.00
Non-Motorized Path*	2,140.84
Senior Center	543.05
<b>Total General Fund Donations</b>	<b><u>2,240.84</u></b>

Donation Fund

Dog Park	250.00
<b>Total Donation Fund Donations</b>	<b><u>250.00</u></b>

<b>Total YTD Donations</b>	<b><u>2,490.84</u></b>
----------------------------	------------------------

\*\$6,500 has been collected for the Non-Motorized Path. \$4,360 was collected in the previous fiscal year.



**TETRA TECH**

September 5, 2017

Mr. Steve Aynes, Manager  
Northfield Township  
8350 Main Street  
Whitmore Lake, MI 48189

**Re: Barker Road Non-motorized Trail  
Phase III**

Dear Mr. Aynes:

I have prepared this letter to provide a brief summary of the above project.

The Phase III construction of the Barker Road Non-motorized Trail was completed in July by Fonson Company, Inc. The final construction cost was \$336,475 which is \$23,108 below both the contractor's contract amount and the amount authorized by the Northfield Township Board of Trustees. Thus, construction will finish 6.4% under budget.

Throughout the construction, Ms. Chockley, Fonson and Tetra Tech worked together to reduce costs wherever possible. I am pleased we were successful in doing that. Additionally, early in the construction process the schedule was being impacted by a permit review by the Washtenaw County Water Resources Commissioner. Ms. Chockley's assistance was invaluable in assuring a fair and timely review of this application which allowed construction to start with minimal delay.

Tetra Tech was retained in the fall of 2014 to design the path and the design was ready for bidding in early 2015 as specified in our contract. Unfortunately, Northfield Township had been unable to secure the needed easements by that date. Through 2015 and 2016, Northfield Township asked Tetra Tech to modify the design six times and attend eight additional meetings associated with attempts to proceed without the needed easements. Tetra Tech incurred over \$15,000 in additional costs as a result of this two-year delay and the additional work. Tetra Tech regularly communicated these budget impacts in writing to the Township Manager. Because Tetra Tech has appreciated our long history of service to Northfield Township, we offer to absorb these costs. This continues our equally long history of completing all projects at or below our authorized budget.

There are a few traffic control signs in the right-of-way that are associated with the US-23 construction that MDOT will need to remove this fall. Furthermore, Fonson has some erosion control measures in place that will be removed upon further establishment of grass.

Tetra Tech, Inc.  
710 Avis Drive, Suite 100, Ann Arbor, MI 48108  
Tel 734.665.6000 Fax 734.213.3002 [www.tetrattech.com](http://www.tetrattech.com)



**TETRA TECH**

We hope this letter is a valuable summary of the completed status of the project. Tetra Tech is thankful for the opportunity to serve Northfield Township on this successful project.

Sincerely,

Brian M. Rubel, PE  
Vice President

Brighton\IER\12748\200-12748-15002\ProjMgmt\Correspondence\Nonmotorized Trail-Phase II.doc

User: YVETTE  
DB: Northfield

PERIOD ENDING 09/30/2017  
% Fiscal Year Completed: 25.21

ACTIVITY FOR

		2017-18		ACTIVITY FOR			
GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	ORIGINAL BUDGET	2017-18 AMENDED BUDGET	YTD BALANCE 09/30/2017	MONTH 09/30/17	% BDTG USED
Fund 101 - GENERAL FUND							
Revenues							
Dept 000							
101-000-426	PRIOR YEAR TAX INTEREST	1,763.70	500.00	500.00	0.00	0.00	0.00
101-000-452	PEDDLER'S LICENSES	2.00	350.00	350.00	90.00	0.00	25.71
101-000-453	CABLEVISION FRANCHISE FEES	73,432.86	98,000.00	98,000.00	23,816.11	0.00	24.30
101-000-455	FIBER FOOTAGE FEES	10,370.86	10,000.00	10,000.00	0.00	0.00	0.00
101-000-573	STATE REVENUE SHARING - LCSA	45,971.60	45,000.00	45,000.00	0.00	0.00	0.00
101-000-574	STATE SHARED REVENUE	567,540.00	690,000.00	690,000.00	118,063.00	0.00	17.11
101-000-590	GRANT INCOME	0.00	221,633.00	221,633.00	221,632.80	0.00	100.00
101-000-626	COPY & FOIA INCOME	26.23	100.00	100.00	112.70	54.00	112.70
101-000-655	ORDINANCE FINES	2,407.45	0.00	0.00	2,331.15	2,231.15	100.00
101-000-665	INTEREST INCOME	1,980.99	1,000.00	1,000.00	511.21	0.00	51.12
101-000-666	DIVIDENDS	7,577.31	0.00	0.00	0.00	0.00	0.00
101-000-671	REIMBURSEMENT/OTHER INCOME	6,947.17	150.00	150.00	345.00	45.00	230.00
101-000-673	SALE OF FIXED ASSET	12,000.00	0.00	0.00	0.00	0.00	0.00
101-000-675	CONTRIBUTION-PRIVATE SOURCES	0.00	0.00	0.00	100.00	0.00	100.00
101-000-684	CELL TOWER INCOME	2,800.00	4,284.00	4,284.00	1,050.00	350.00	24.51
101-000-688	RENTAL INCOME - BARKER RD	9,960.00	9,960.00	9,960.00	3,320.00	830.00	33.33
Total Dept 000		742,780.17	1,080,977.00	1,080,977.00	371,371.97	3,510.15	34.36
Dept 191-ELECTIONS							
101-191-671	REIMBURSEMENT/OTHER INCOME	10,355.81	6,500.00	6,500.00	767.00	0.00	11.80
Total Dept 191-ELECTIONS		10,355.81	6,500.00	6,500.00	767.00	0.00	11.80
Dept 253-TREASURER							
101-253-402	CURRENT PROPERTY TAX	262,807.66	268,000.00	268,000.00	0.00	0.00	0.00
101-253-404	MOBILE HOME LICENSE FEES	2,874.00	2,850.00	2,850.00	479.00	0.00	16.81
101-253-445	PENALTY & INTEREST ON TAXES	6,103.58	3,500.00	3,500.00	0.00	0.00	0.00
101-253-627	SUMMER TAX PREPARATION	13,665.00	14,000.00	14,000.00	13,740.00	4,125.00	98.14
101-253-680	TAX ADMINISTRATION FEES	149,957.17	150,000.00	150,000.00	34,309.70	21,433.64	22.87
Total Dept 253-TREASURER		435,407.41	438,350.00	438,350.00	48,528.70	25,558.64	11.07
Dept 336-CONTRIBUTIONS							
101-336-625	SEWER ADMINISTRATION	48,560.00	48,560.00	48,560.00	0.00	0.00	0.00
101-336-694	NON-MOTORIZED PATH	4,360.00	0.00	0.00	2,140.84	0.00	100.00
Total Dept 336-CONTRIBUTIONS		52,920.00	48,560.00	48,560.00	2,140.84	0.00	4.41
Dept 412-PLANNING/ZONING DEPT							
101-412-477	ZONING COMPLIANCE PERMITS	12,505.00	9,500.00	9,500.00	3,250.00	1,150.00	34.21
101-412-608	VARIANCES/APPEALS	1,430.00	2,000.00	2,000.00	2,455.00	1,065.00	122.75
101-412-614	PLANNING FEES	5,750.00	4,000.00	4,000.00	0.00	0.00	0.00
101-412-629	ZONING COPIES	55.60	25.00	25.00	0.00	0.00	0.00
101-412-637	SPLIT APPLICATIONS	2,240.00	2,400.00	2,400.00	(55.00)	(582.50)	(2.29)
101-412-671	REIMBURSEMENT/OTHER INCOME	0.00	0.00	0.00	80.00	(220.00)	100.00
Total Dept 412-PLANNING/ZONING DEPT		21,980.60	17,925.00	17,925.00	5,730.00	1,412.50	31.97
Dept 666-COMMUNITY CENTER							

10/05/2017 01:31 PM

User: YVETTE

DB: Northfield

## REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Page 2/31

PERIOD ENDING 09/30/2017

% Fiscal Year Completed: 25.21

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 ORIGINAL BUDGET	2017-18 AMENDED BUDGET	YTD BALANCE 09/30/2017	ACTIVITY FOR MONTH 09/30/17	% BDGT USED
Fund 101 - GENERAL FUND							
Revenues							
101-666-643	CC TRIPS	6,311.00	5,000.00	5,000.00	465.00	465.00	9.30
101-666-644	CC PROGRAMS	4,842.75	4,000.00	4,000.00	1,626.75	1,624.75	40.67
101-666-671	REIMBURSEMENT/OTHER INCOME	8,500.00	8,500.00	8,500.00	0.00	0.00	0.00
101-666-676	CONTRIBUTIONS - SCC	2,699.15	1,750.00	1,750.00	543.05	543.05	31.03
Total Dept 666-COMMUNITY CENTER		22,352.90	19,250.00	19,250.00	2,634.80	2,632.80	13.69
TOTAL REVENUES		1,285,796.89	1,611,562.00	1,611,562.00	431,173.31	33,114.09	26.75
Expenditures							
Dept 101-TOWNSHIP BOARD							
101-101-701	SALARIES	9,999.86	10,000.00	10,000.00	1,874.98	1,874.98	18.75
101-101-715	SOCIAL SECURITY	765.01	765.00	765.00	143.45	143.45	18.75
101-101-807	MEMBERSHIP DUES	10,571.44	10,500.00	10,500.00	1,415.00	175.00	13.48
101-101-836	WELFARE COSTS	10,000.00	10,000.00	0.00	0.00	0.00	0.00
101-101-900	PRINTING & PUBLICATIONS	6,511.35	7,500.00	7,500.00	1,676.45	229.67	22.35
101-101-956	MISCELLANEOUS	1,050.06	0.00	0.00	800.00	0.00	100.00
101-101-957	TRAINING & DEVELOPMENT	149.00	500.00	500.00	0.00	0.00	0.00
Total Dept 101-TOWNSHIP BOARD		39,046.72	39,265.00	29,265.00	5,909.88	2,423.10	20.19
Dept 171-SUPERVISOR							
101-171-701	SALARIES	12,980.67	12,500.00	12,500.00	2,884.62	961.54	23.08
101-171-715	SOCIAL SECURITY	993.02	957.00	957.00	220.67	73.56	23.06
101-171-807	MEMBERSHIP DUES	0.00	120.00	120.00	0.00	0.00	0.00
101-171-860	FUEL & MILEAGE	483.64	400.00	400.00	0.00	0.00	0.00
101-171-956	MISCELLANEOUS	61.03	0.00	0.00	0.00	0.00	0.00
101-171-957	TRAINING & DEVELOPMENT	764.30	750.00	750.00	333.50	0.00	44.47
Total Dept 171-SUPERVISOR		15,282.66	14,727.00	14,727.00	3,438.79	1,035.10	23.35
Dept 172-TOWNSHIP MANAGER							
101-172-701	SALARIES	64,939.21	55,000.00	55,000.00	8,653.86	5,769.24	15.73
101-172-704	CLERICAL/DEP /SUPER/ELECTION	29,043.94	29,640.00	29,640.00	6,577.10	2,148.32	22.19
101-172-715	SOCIAL SECURITY	11,359.68	10,055.00	10,055.00	1,883.79	849.25	18.73
101-172-716	HOSPITALIZATION	1,500.00	15,000.00	15,000.00	3,132.26	2,590.59	20.88
101-172-717	LIFE/DISB. INSURANCE	569.03	780.00	780.00	228.45	152.30	29.29
101-172-718	PENSION	5,061.40	5,500.00	5,500.00	0.00	0.00	0.00
101-172-722	CONTROLLER	52,709.45	46,800.00	46,800.00	9,393.75	3,183.75	20.07
101-172-734	BONUS	300.00	0.00	0.00	0.00	0.00	0.00
101-172-818	CONTRACTUAL SERVICES	7,076.11	4,000.00	4,000.00	0.00	0.00	0.00
101-172-850	COMMUNICATION	306.10	0.00	0.00	38.04	38.04	100.00
101-172-860	FUEL & MILEAGE	186.39	500.00	500.00	0.00	0.00	0.00
101-172-927	ALLOCATE TO DEPARTMENTS	(42,279.32)	(32,748.00)	(32,748.00)	(1,930.50)	0.00	5.90
101-172-957	TRAINING & DEVELOPMENT	410.00	500.00	500.00	0.00	0.00	0.00
Total Dept 172-TOWNSHIP MANAGER		131,181.99	135,027.00	135,027.00	27,976.75	14,731.49	20.72
Dept 191-ELECTIONS							
101-191-702	SALARIES	0.00	8,000.00	8,000.00	0.00	0.00	0.00
101-191-704	CLERICAL/DEP /SUPER/ELECTION	10,550.34	0.00	0.00	1,949.00	262.00	100.00

10/05/2017 01:31 PM

User: YVETTE

DB: Northfield

## REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Page 3/31

PERIOD ENDING 09/30/2017

% Fiscal Year Completed: 25.21

GL NUMBER	DESCRIPTION	END BALANCE	2017-18	2017-18	YTD BALANCE	ACTIVITY FOR	% BDGT USED
		06/30/2017	ORIGINAL BUDGET	AMENDED BUDGET	09/30/2017	MONTH 09/30/17	
Fund 101 - GENERAL FUND							
Expenditures							
101-191-715	SOCIAL SECURITY	58.67	615.00	615.00	129.08	0.00	20.99
101-191-727	SUPPLIES	7,288.55	5,000.00	5,000.00	345.39	0.00	6.91
101-191-818	CONTRACTUAL SERVICES	675.00	1,000.00	1,000.00	350.00	0.00	35.00
101-191-851	POSTAGE	1,809.27	1,000.00	1,000.00	169.32	0.00	16.93
101-191-900	PRINTING & PUBLICATIONS	1,181.63	1,200.00	1,200.00	1,575.64	0.00	131.30
Total Dept 191-ELECTIONS		21,563.46	16,815.00	16,815.00	4,518.43	262.00	26.87
Dept 215-CLERK							
101-215-701	SALARIES	12,980.67	12,500.00	12,500.00	2,884.62	961.54	23.08
101-215-703	DEPUTY SALARIES	40,600.00	41,892.00	41,892.00	9,576.00	3,222.40	22.86
101-215-715	SOCIAL SECURITY	4,236.62	4,161.00	4,161.00	953.23	320.07	22.91
101-215-716	HOSPITALIZATION	6,863.47	8,650.00	8,650.00	1,733.31	577.77	20.04
101-215-717	LIFE/DISB. INSURANCE	494.28	605.00	605.00	143.34	47.78	23.69
101-215-718	PENSION	4,060.00	4,189.00	4,189.00	957.60	322.24	22.86
101-215-723	RECORD SEC	12,855.00	7,720.00	7,720.00	0.00	0.00	0.00
101-215-734	BONUS	300.00	0.00	0.00	0.00	0.00	0.00
101-215-807	MEMBERSHIP DUES	0.00	100.00	100.00	0.00	0.00	0.00
101-215-860	FUEL & MILEAGE	273.92	150.00	150.00	108.60	92.39	72.40
101-215-957	TRAINING & DEVELOPMENT	248.23	500.00	500.00	0.00	0.00	0.00
Total Dept 215-CLERK		82,912.19	80,467.00	80,467.00	16,356.70	5,544.19	20.33
Dept 228-INFORMATION TECHNOLOGY							
101-228-936	SOFTWARE	0.00	14,220.00	14,220.00	6,226.80	164.90	43.79
101-228-948	COMPUTER SERVICES	0.00	15,060.00	15,060.00	0.00	0.00	0.00
Total Dept 228-INFORMATION TECHNOLOGY		0.00	29,280.00	29,280.00	6,226.80	164.90	21.27
Dept 247-BOARD OF REVIEW							
101-247-706	BOARD OF REVIEW FEE	825.00	2,000.00	2,000.00	27.00	0.00	1.35
101-247-715	SOCIAL SECURITY	63.13	153.00	153.00	2.07	0.00	1.35
101-247-723	RECORD SEC	1,280.00	1,500.00	1,500.00	0.00	0.00	0.00
101-247-900	PRINTING & PUBLICATIONS	682.00	800.00	800.00	0.00	0.00	0.00
101-247-956	MISCELLANEOUS	0.00	125.00	125.00	0.00	0.00	0.00
101-247-959	TRIBUNALS AND DRAINS	16,114.18	10,000.00	10,000.00	73.08	73.08	0.73
Total Dept 247-BOARD OF REVIEW		18,964.31	14,578.00	14,578.00	102.15	73.08	0.70
Dept 253-TREASURER							
101-253-701	SALARIES	12,980.67	12,500.00	12,500.00	2,884.62	961.54	23.08
101-253-703	DEPUTY SALARIES	33,587.54	39,686.00	39,686.00	8,814.42	2,900.16	22.21
101-253-704	CLERICAL/DEP /SUPER/ELECTION	22,543.14	23,400.00	23,400.00	5,130.00	1,683.75	21.92
101-253-715	SOCIAL SECURITY	5,220.58	5,954.00	5,954.00	1,214.59	399.95	20.40
101-253-716	HOSPITALIZATION	11,153.61	13,200.00	13,200.00	1,069.23	832.39	8.10
101-253-717	LIFE/DISB. INSURANCE	311.04	668.00	668.00	137.61	45.87	20.60
101-253-718	PENSION	1,684.94	3,969.00	3,969.00	881.43	290.01	22.21
101-253-734	BONUS	300.00	0.00	0.00	0.00	0.00	0.00
101-253-803	LEGAL	6,000.00	6,000.00	6,000.00	1,500.00	500.00	25.00
101-253-804	TAX STATEMENT PREPARATION	2,355.39	1,700.00	1,700.00	0.00	0.00	0.00
101-253-807	MEMBERSHIP DUES	10.00	120.00	120.00	0.00	0.00	0.00
101-253-818	CONTRACTUAL SERVICES	11,025.33	0.00	0.00	0.00	0.00	0.00

10/05/2017 01:31 PM

User: YVETTE

DB: Northfield

## REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Page 4/31

PERIOD ENDING 09/30/2017

% Fiscal Year Completed: 25.21

GL NUMBER	DESCRIPTION	END BALANCE	2017-18	2017-18	YTD BALANCE	ACTIVITY FOR	% BDGT USED
		06/30/2017	ORIGINAL BUDGET	AMENDED BUDGET	09/30/2017	MONTH 09/30/17	
Fund 101 - GENERAL FUND							
Expenditures							
101-253-851	POSTAGE	4,469.06	3,800.00	3,800.00	0.00	0.00	0.00
101-253-860	FUEL & MILEAGE	682.19	325.00	325.00	73.19	51.36	22.52
101-253-927	ALLOCATE TO DEPARTMENTS	(25,309.00)	(17,103.00)	(17,103.00)	(2,235.00)	0.00	13.07
101-253-956	MISCELLANEOUS	658.82	750.00	750.00	0.00	0.00	0.00
101-253-957	TRAINING & DEVELOPMENT	1,480.50	750.00	750.00	0.00	0.00	0.00
Total Dept 253-TREASURER		89,153.81	95,719.00	95,719.00	19,470.09	7,665.03	20.34
Dept 257-ASSESSING							
101-257-709	ASST ASSESSOR	42,180.00	43,140.00	43,140.00	9,861.60	3,318.40	22.86
101-257-715	SOCIAL SECURITY	3,249.72	3,301.00	3,301.00	754.41	253.86	22.85
101-257-716	HOSPITALIZATION	18,386.54	17,830.00	17,830.00	3,231.48	1,077.16	18.12
101-257-717	LIFE/DISB. INSURANCE	545.28	668.00	668.00	146.55	48.85	21.94
101-257-718	PENSION	4,218.00	4,314.00	4,314.00	986.16	331.84	22.86
101-257-727	SUPPLIES	777.95	1,000.00	1,000.00	10.39	0.00	1.04
101-257-734	BONUS	300.00	0.00	0.00	0.00	0.00	0.00
101-257-807	MEMBERSHIP DUES	13.00	250.00	250.00	0.00	0.00	0.00
101-257-818	CONTRACTUAL SERVICES	63,704.96	64,640.00	64,640.00	11,666.66	5,833.33	18.05
101-257-851	POSTAGE	1,870.38	2,500.00	2,500.00	91.39	67.74	3.66
101-257-860	FUEL & MILEAGE	154.16	200.00	200.00	31.03	0.00	15.52
101-257-900	PRINTING & PUBLICATIONS	1,250.70	1,500.00	1,500.00	0.00	0.00	0.00
101-257-927	ALLOCATE TO DEPARTMENTS	(34,280.00)	(37,933.00)	(37,933.00)	(2,436.00)	0.00	6.42
101-257-957	TRAINING & DEVELOPMENT	25.00	500.00	500.00	0.00	0.00	0.00
Total Dept 257-ASSESSING		102,395.69	101,910.00	101,910.00	24,343.67	10,931.18	23.89
Dept 265-HALL AND GROUNDS							
101-265-710	JANITORIAL SALARIES	5,895.00	6,435.00	6,435.00	1,499.40	554.40	23.30
101-265-715	SOCIAL SECURITY	450.99	493.00	493.00	114.71	42.41	23.27
101-265-721	UNEMPLOYMENT BENEFITS	0.00	0.00	0.00	1,121.37	1,121.37	100.00
101-265-727	SUPPLIES	10,251.12	11,000.00	11,000.00	2,848.55	1,014.93	25.90
101-265-731	WORKERS COMP INSURANCE	2,379.70	3,178.00	3,178.00	0.00	0.00	0.00
101-265-816	GROUNDS/CLEANG/JANITORL SERVIC	12,825.02	12,500.00	12,500.00	1,340.00	745.00	10.72
101-265-821	PSB MAINT & OPS ALLOCATION	33,403.16	46,667.00	46,667.00	2,828.00	0.00	6.06
101-265-850	COMMUNICATION	6,463.58	2,700.00	2,700.00	554.16	169.72	20.52
101-265-851	POSTAGE	2,673.20	5,000.00	5,000.00	324.37	156.41	6.49
101-265-910	INSURANCE & BONDS	23,875.00	24,068.00	24,068.00	0.00	0.00	0.00
101-265-920	UTILITIES	197.50	205.00	205.00	31.84	15.92	15.53
101-265-927	ALLOCATE TO DEPARTMENTS	(3,690.00)	(4,000.00)	(4,000.00)	(118.00)	0.00	2.95
101-265-930	REPAIRS & MAINTENANCE	20,065.80	4,800.00	4,800.00	164.90	0.00	3.44
101-265-938	CHARGEBACKS - PRIOR TAX YEARS	1,049.80	1,000.00	1,000.00	1,562.06	0.00	156.21
101-265-940	RENTAL EQUIPMENT	5,756.39	5,400.00	5,400.00	1,231.09	690.61	22.80
101-265-956	MISCELLANEOUS	10.00	300.00	300.00	0.00	0.00	0.00
Total Dept 265-HALL AND GROUNDS		121,606.26	119,746.00	119,746.00	13,502.45	4,510.77	11.28
Dept 270-LEGAL/PROFESSIONAL							
101-270-800	OTHER PROFESSIONAL FEES	5,000.00	0.00	0.00	0.00	0.00	0.00
101-270-802	AUDIT FEES	6,300.00	6,300.00	6,300.00	0.00	0.00	0.00
101-270-803	LEGAL	122,169.64	96,000.00	96,000.00	17,153.73	7,940.00	17.87
101-270-806	ENGINEER	32,943.78	10,000.00	10,000.00	30.00	0.00	0.30
101-270-927	ALLOCATE TO DEPARTMENTS	(45,600.00)	(45,600.00)	(45,600.00)	(11,400.00)	(3,800.00)	25.00

10/05/2017 01:31 PM

User: YVETTE  
DB: Northfield

## REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Page 5/31

PERIOD ENDING 09/30/2017

% Fiscal Year Completed: 25.21

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 ORIGINAL BUDGET	2017-18 AMENDED BUDGET	YTD BALANCE 09/30/2017	ACTIVITY FOR MONTH 09/30/17	% BDGT USED
Fund 101 - GENERAL FUND							
Expenditures							
Total Dept 270-LEGAL/PROFESSIONAL		120,813.42	66,700.00	66,700.00	5,783.73	4,140.00	8.67
Dept 336-CONTRIBUTIONS							
101-336-933	CONTRIBUTION - INDEPENDENCE DAY CELEBRAT	2,500.00	2,500.00	2,500.00	0.00	0.00	0.00
101-336-964	CONTRIBUTION-FIRE & MED RES	25,000.00	25,000.00	25,000.00	0.00	0.00	0.00
Total Dept 336-CONTRIBUTIONS		27,500.00	27,500.00	27,500.00	0.00	0.00	0.00
Dept 412-PLANNING/ZONING DEPT							
101-412-707	ZBA SALARIES	6,306.25	3,000.00	3,000.00	4,362.50	1,631.25	145.42
101-412-715	SOCIAL SECURITY	1,308.63	1,148.00	1,148.00	456.13	163.04	39.73
101-412-723	RECORD SEC	9,620.00	7,020.00	7,020.00	0.00	0.00	0.00
101-412-726	PLANN COMM	10,800.00	12,000.00	12,000.00	1,600.00	500.00	13.33
101-412-727	SUPPLIES	0.00	200.00	200.00	0.00	0.00	0.00
101-412-800	OTHER PROFESSIONAL FEES	10.00	1,000.00	1,000.00	0.00	0.00	0.00
101-412-801	PLANNER FEES	35,050.50	42,640.00	40,000.00	7,149.50	7,149.50	17.87
101-412-809	CODE ENFORCEMENT	4,100.00	0.00	0.00	0.00	0.00	0.00
101-412-823	ZONING ADMINISTRATION	10,937.50	12,000.00	12,000.00	1,940.00	1,940.00	16.17
101-412-851	POSTAGE	189.75	250.00	250.00	69.59	38.54	27.84
101-412-860	FUEL & MILEAGE	570.29	500.00	500.00	263.11	122.99	52.62
101-412-900	PRINTING & PUBLICATIONS	2,753.29	2,500.00	2,500.00	471.39	0.00	18.86
101-412-927	ALLOCATE TO DEPARTMENTS	23,467.00	29,974.00	29,974.00	1,777.00	0.00	5.93
101-412-957	TRAINING & DEVELOPMENT	1,530.00	1,500.00	1,500.00	0.00	0.00	0.00
Total Dept 412-PLANNING/ZONING DEPT		106,643.21	113,732.00	111,092.00	18,089.22	11,545.32	16.28
Dept 448-STREET LIGHTS							
101-448-920	UTILITIES	38,072.30	36,000.00	36,000.00	6,140.82	3,091.00	17.06
Total Dept 448-STREET LIGHTS		38,072.30	36,000.00	36,000.00	6,140.82	3,091.00	17.06
Dept 449-ROAD WORK							
101-449-805	PATHWAYS AND SIDEWALKS	259,691.07	125,000.00	125,000.00	75,896.55	1,000.00	60.72
101-449-813	ROADWORK	28,460.25	37,000.00	37,000.00	9,995.07	0.00	27.01
101-449-814	ROAD IMPROVEMENTS	93,465.05	122,530.00	122,530.00	65,276.42	34,188.89	53.27
101-449-929	GRANT EXPENSE	76,510.62	221,633.00	221,633.00	0.00	0.00	0.00
Total Dept 449-ROAD WORK		458,126.99	506,163.00	506,163.00	151,168.04	35,188.89	29.87
Dept 666-COMMUNITY CENTER							
101-666-701	SALARIES	44,960.00	45,989.00	45,989.00	10,513.45	3,537.86	22.86
101-666-702	SALARIES	1,253.44	4,830.00	4,830.00	0.00	0.00	0.00
101-666-710	JANITORIAL SALARIES	4,160.00	4,420.00	4,420.00	1,040.00	400.00	23.53
101-666-715	SOCIAL SECURITY	4,014.98	4,226.00	4,226.00	1,078.60	292.83	25.52
101-666-716	HOSPITALIZATION	9,126.39	9,300.00	9,300.00	1,174.79	629.93	12.63
101-666-717	LIFE/DISB. INSURANCE	524.16	642.00	642.00	153.84	51.28	23.96
101-666-718	PENSION	4,496.00	4,599.00	4,599.00	1,051.28	353.76	22.86
101-666-727	SUPPLIES	1,723.27	2,000.00	2,000.00	90.54	44.24	4.53
101-666-731	WORKERS COMP INSURANCE	468.82	549.00	549.00	0.00	0.00	0.00
101-666-807	MEMBERSHIP DUES	110.00	125.00	125.00	0.00	0.00	0.00
101-666-812	CC TRIPS	4,460.98	3,600.00	3,600.00	853.28	212.00	23.70

10/05/2017 01:31 PM

User: YVETTE

DB: Northfield

## REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Page 6/31

PERIOD ENDING 09/30/2017

% Fiscal Year Completed: 25.21

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18		YTD BALANCE 09/30/2017	ACTIVITY FOR	% BDGT USED
			ORIGINAL BUDGET	2017-18 AMENDED BUDGET		MONTH 09/30/17	
Fund 101 - GENERAL FUND							
Expenditures							
101-666-815	CC PROGRAMS	9,311.41	10,000.00	10,000.00	2,693.89	1,133.30	26.94
101-666-816	GROUNDSCLEANING/JANITORIAL SERVICE	2,141.92	3,425.00	3,425.00	125.00	75.00	3.65
101-666-822	SENIOR NUTRITION	2,415.12	2,000.00	2,000.00	112.66	101.35	5.63
101-666-836	COMMUNITY EXPENSE	1,004.30	1,750.00	1,750.00	0.00	0.00	0.00
101-666-850	COMMUNICATION	2,491.64	2,760.00	2,760.00	680.28	0.00	24.65
101-666-851	POSTAGE	857.80	800.00	800.00	0.00	0.00	0.00
101-666-860	FUEL & MILEAGE	0.00	200.00	200.00	0.00	0.00	0.00
101-666-900	PRINTING & PUBLICATIONS	630.00	1,300.00	1,300.00	0.00	0.00	0.00
101-666-910	INSURANCE & BONDS	1,083.00	1,131.00	1,131.00	0.00	0.00	0.00
101-666-920	UTILITIES	2,874.21	3,036.00	3,036.00	446.39	85.52	14.70
101-666-930	REPAIRS & MAINTENANCE	7,960.75	3,500.00	3,500.00	749.06	73.30	21.40
101-666-940	RENTAL EQUIPMENT	831.65	2,400.00	2,400.00	538.73	179.57	22.45
101-666-970	EQUIPMENT	219.00	0.00	0.00	0.00	0.00	0.00
Total Dept 666-COMMUNITY CENTER		107,118.84	112,582.00	112,582.00	21,301.79	7,169.94	18.92
Dept 753-RECREATION BOARD							
101-753-727	SUPPLIES	4,058.83	4,500.00	0.00	0.00	0.00	0.00
101-753-931	PARK MAINTENANCE	0.00	500.00	0.00	45.75	15.75	100.00
Total Dept 753-RECREATION BOARD		4,058.83	5,000.00	0.00	45.75	15.75	100.00
Dept 754-LAND PRESERVATION							
101-754-810	CONSULTANTS	0.00	3,000.00	0.00	0.00	0.00	0.00
101-754-851	POSTAGE	0.00	500.00	0.00	0.00	0.00	0.00
101-754-900	PRINTING & PUBLICATIONS	0.00	1,500.00	0.00	0.00	0.00	0.00
Total Dept 754-LAND PRESERVATION		0.00	5,000.00	0.00	0.00	0.00	0.00
Dept 757-PARKS							
101-757-801	PLANNER FEES	16,500.00	0.00	0.00	0.00	0.00	0.00
Total Dept 757-PARKS		16,500.00	0.00	0.00	0.00	0.00	0.00
Dept 850-TOWNSHIP CONTINGENCY							
101-850-905	CONTINGENCY FUNDS	3,041.03	5,000.00	5,000.00	0.00	0.00	0.00
Total Dept 850-TOWNSHIP CONTINGENCY		3,041.03	5,000.00	5,000.00	0.00	0.00	0.00
Dept 900-CAPITAL OUTLAY							
101-900-972	COMPUTER	1,984.81	2,000.00	2,000.00	0.00	0.00	0.00
101-900-978	LAND ACQUISITION	360,728.48	0.00	0.00	15.47	0.00	100.00
Total Dept 900-CAPITAL OUTLAY		362,713.29	2,000.00	2,000.00	15.47	0.00	0.77
Dept 905-DEBT SERVICE							
101-905-985	PSB SHARE OF BOND PMT	84,695.26	83,334.00	83,334.00	0.00	0.00	0.00
Total Dept 905-DEBT SERVICE		84,695.26	83,334.00	83,334.00	0.00	0.00	0.00

10/05/2017 01:31 PM  
User: YVETTE  
DB: Northfield

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Page 7/31

PERIOD ENDING 09/30/2017  
% Fiscal Year Completed: 25.21

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 ORIGINAL BUDGET	2017-18 AMENDED BUDGET	YTD BALANCE 09/30/2017	ACTIVITY FOR MONTH 09/30/17	% BDGT USED
Fund 101 - GENERAL FUND							
Expenditures							
Dept 999							
101-999-999	TRANSFER OUT	250,000.00	0.00	0.00	0.00	0.00	0.00
Total Dept 999		250,000.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		2,201,390.26	1,610,545.00	1,587,905.00	324,390.53	108,491.74	20.43
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		1,285,796.89	1,611,562.00	1,611,562.00	431,173.31	33,114.09	26.75
TOTAL EXPENDITURES		2,201,390.26	1,610,545.00	1,587,905.00	324,390.53	108,491.74	20.43
NET OF REVENUES & EXPENDITURES		(915,593.37)	1,017.00	23,657.00	106,782.78	(75,377.65)	451.38
BEG. FUND BALANCE		1,603,498.65	1,603,498.65	1,603,498.65	1,603,498.65		
NET OF REVENUES/EXPENDITURES - 2016-17					(915,593.37)		
END FUND BALANCE		687,905.28	1,604,515.65	1,627,155.65	794,688.06		

User: YVETTE  
DB: Northfield

PERIOD ENDING 09/30/2017  
% Fiscal Year Completed: 25.21

ACTIVITY FOR

GL NUMBER	DESCRIPTION	END BALANCE	2017-18	2017-18	YTD BALANCE	ACTIVITY FOR	% BDGT USED
		06/30/2017	ORIGINAL BUDGET	AMENDED BUDGET	09/30/2017	MONTH 09/30/17	
Fund 207 - LAW ENFORCEMENT FUND							
Revenues							
Dept 000							
207-000-402	CURRENT PROPERTY TAX	1,479,272.76	1,514,980.00	1,514,980.00	0.00	0.00	0.00
207-000-445	PENALTY & INTEREST ON TAXES	473.32	500.00	500.00	0.00	0.00	0.00
207-000-570	LIQUOR LICENSE & PERMITS	3,386.35	3,000.00	3,000.00	3,436.95	3,436.95	114.57
207-000-626	COPY & FOIA INCOME	1,224.80	1,300.00	1,300.00	830.82	192.00	63.91
207-000-635	EMERGENCY COST RECOVERY	7,594.50	1,000.00	1,000.00	720.75	675.75	72.08
207-000-656	FINES & COURT FEES	17,730.03	22,000.00	22,000.00	3,900.25	10.00	17.73
207-000-658	IMPOUND FEES	4,240.00	3,000.00	3,000.00	440.00	0.00	14.67
207-000-664	FEES PAID FOR OFFICER WAGES	3,909.15	6,500.00	6,500.00	7,452.94	7,452.94	114.66
207-000-671	REIMBURSEMENT/OTHER INCOME	4,651.52	3,000.00	3,000.00	670.00	50.00	22.33
207-000-673	SALE OF FIXED ASSET	0.00	9,000.00	9,000.00	0.00	0.00	0.00
207-000-681	OT REIMBURSEMENT	12,356.23	17,000.00	17,000.00	3,674.01	253.38	21.61
207-000-684	CELL TOWER INCOME	0.00	0.00	0.00	3,150.00	1,050.00	100.00
Total Dept 000		1,534,838.66	1,581,280.00	1,581,280.00	24,275.72	13,121.02	1.54
Dept 336-CONTRIBUTIONS							
207-336-588	CONTRIBUTION OTHER FUND(S)	35,000.00	35,000.00	35,000.00	0.00	0.00	0.00
207-336-683	CONTRIBUTION - INDEPENDENCE DAY CELEBRAT	1,500.00	1,500.00	1,500.00	0.00	0.00	0.00
Total Dept 336-CONTRIBUTIONS		36,500.00	36,500.00	36,500.00	0.00	0.00	0.00
TOTAL REVENUES		1,571,338.66	1,617,780.00	1,617,780.00	24,275.72	13,121.02	1.50
Expenditures							
Dept 226-PERSONNEL							
207-226-701	SALARIES	192,938.72	207,984.00	207,984.00	48,609.23	16,785.37	23.37
207-226-702	SALARIES	454,604.82	436,916.00	436,916.00	107,633.43	35,628.25	24.63
207-226-704	CLERICAL/DEP /SUPER/ELECTION	69,203.77	73,653.00	73,653.00	16,255.12	5,346.95	22.07
207-226-708	SALARIES-PART TIME	42,107.13	40,000.00	40,000.00	7,761.77	2,397.68	19.40
207-226-710	JANITORIAL SALARIES	8,925.00	9,061.00	9,061.00	2,210.00	765.00	24.39
207-226-711	SALARIES-OVERTIME	48,070.54	40,000.00	40,000.00	13,598.24	5,101.19	34.00
207-226-714	HOLIDAY	36,305.94	39,654.00	39,654.00	0.00	0.00	0.00
207-226-715	SOCIAL SECURITY	67,007.12	68,000.00	68,000.00	14,925.88	5,026.48	21.95
207-226-716	HOSPITALIZATION	139,023.19	114,915.00	114,915.00	19,503.92	6,888.84	16.97
207-226-717	LIFE/DISB. INSURANCE	7,878.63	9,605.00	9,605.00	2,247.00	749.00	23.39
207-226-718	PENSION	67,587.24	70,000.00	70,000.00	16,555.00	5,496.32	23.65
207-226-719	EMPLOYEE FRINGE-LONGEVITY	6,000.00	6,000.00	6,000.00	0.00	0.00	0.00
207-226-730	MEDICAL TESTING	0.00	500.00	500.00	0.00	0.00	0.00
207-226-731	WORKERS COMP INSURANCE	22,215.92	25,640.00	25,640.00	0.00	0.00	0.00
207-226-741	UNIFORMS/GEAR & ALLOWANCE	5,991.49	7,000.00	7,000.00	6.00	6.00	0.09
207-226-927	ALLOCATE TO DEPARTMENTS	64,949.00	64,000.00	64,000.00	4,826.00	0.00	7.54
207-226-957	TRAINING & DEVELOPMENT	225.00	1,000.00	1,000.00	0.00	0.00	0.00
Total Dept 226-PERSONNEL		1,233,033.51	1,213,928.00	1,213,928.00	254,131.59	84,191.08	20.93
Dept 265-HALL AND GROUNDS							
207-265-821	PSB MAINT & OPS ALLOCATION	33,310.50	46,667.00	46,667.00	2,829.00	0.00	6.06
Total Dept 265-HALL AND GROUNDS		33,310.50	46,667.00	46,667.00	2,829.00	0.00	6.06
Dept 270-LEGAL/PROFESSIONAL							

10/05/2017 01:31 PM

User: YVETTE  
DB: Northfield

## REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Page 9/31

PERIOD ENDING 09/30/2017

% Fiscal Year Completed: 25.21

GL NUMBER	DESCRIPTION	END BALANCE	2017-18	2017-18	YTD BALANCE	ACTIVITY FOR	% BDGT USED
		06/30/2017	ORIGINAL BUDGET	AMENDED BUDGET	09/30/2017	MONTH 09/30/17	
Fund 207 - LAW ENFORCEMENT FUND							
Expenditures							
207-270-722	CONTROLLER	6,588.69	6,298.00	6,298.00	371.25	0.00	5.89
207-270-802	AUDIT FEES	2,250.00	2,250.00	2,250.00	0.00	0.00	0.00
207-270-803	LEGAL	41,187.60	40,000.00	40,000.00	9,967.00	3,317.00	24.92
Total Dept 270-LEGAL/PROFESSIONAL		50,026.29	48,548.00	48,548.00	10,338.25	3,317.00	21.29
Dept 301-OPERATING COSTS							
207-301-727	SUPPLIES	5,983.41	7,000.00	7,000.00	1,158.29	196.46	16.55
207-301-741	UNIFORMS/GEAR & ALLOWANCE	0.00	1,000.00	1,000.00	433.46	190.96	43.35
207-301-807	MEMBERSHIP DUES	635.75	1,000.00	1,000.00	0.00	0.00	0.00
207-301-818	CONTRACTUAL SERVICES	10,984.50	20,000.00	20,000.00	2,661.50	0.00	13.31
207-301-820	DISPATCH SERVICES	58,068.01	70,040.00	70,040.00	21,590.66	10,716.16	30.83
207-301-850	COMMUNICATION	13,849.61	20,000.00	20,000.00	4,711.80	918.93	23.56
207-301-851	POSTAGE	227.12	250.00	250.00	34.05	5.00	13.62
207-301-900	PRINTING & PUBLICATIONS	100.88	500.00	500.00	240.79	240.79	48.16
207-301-910	INSURANCE & BONDS	32,882.00	34,222.00	34,222.00	0.00	0.00	0.00
207-301-930	REPAIRS & MAINTENANCE	2,407.87	7,000.00	7,000.00	167.10	55.70	2.39
207-301-932	RADIO REPAIR	0.00	1,100.00	1,100.00	880.00	0.00	80.00
207-301-938	CHARGEBACKS - PRIOR TAX YEARS	1,096.88	0.00	0.00	0.00	0.00	0.00
207-301-940	RENTAL EQUIPMENT	2,608.35	3,000.00	3,000.00	652.16	217.38	21.74
207-301-972	COMPUTER	0.00	15,000.00	15,000.00	4,340.67	2,760.93	28.94
Total Dept 301-OPERATING COSTS		128,844.38	180,112.00	180,112.00	36,870.48	15,302.31	20.47
Dept 333-TRANSPORTATION							
207-333-860	FUEL & MILEAGE	20,028.55	18,000.00	18,000.00	4,700.91	1,657.09	26.12
207-333-930	REPAIRS & MAINTENANCE	10,374.40	11,000.00	11,000.00	6,837.38	4,843.44	62.16
Total Dept 333-TRANSPORTATION		30,402.95	29,000.00	29,000.00	11,538.29	6,500.53	39.79
Dept 905-DEBT SERVICE							
207-905-985	PSB SHARE OF BOND PMT	84,695.26	83,334.00	83,334.00	0.00	0.00	0.00
Total Dept 905-DEBT SERVICE		84,695.26	83,334.00	83,334.00	0.00	0.00	0.00
TOTAL EXPENDITURES		1,560,312.89	1,601,589.00	1,601,589.00	315,707.61	109,310.92	19.71
Fund 207 - LAW ENFORCEMENT FUND:							
TOTAL REVENUES		1,571,338.66	1,617,780.00	1,617,780.00	24,275.72	13,121.02	1.50
TOTAL EXPENDITURES		1,560,312.89	1,601,589.00	1,601,589.00	315,707.61	109,310.92	19.71
NET OF REVENUES & EXPENDITURES		11,025.77	16,191.00	16,191.00	(291,431.89)	(96,189.90)	1,799.96
BEG. FUND BALANCE		500,125.87	500,125.87	500,125.87	500,125.87		
NET OF REVENUES/EXPENDITURES - 2016-17					11,025.77		
END FUND BALANCE		511,151.64	516,316.87	516,316.87	219,719.75		

10/05/2017 01:31 PM

User: YVETTE

DB: Northfield

## REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Page 10/31

PERIOD ENDING 09/30/2017

% Fiscal Year Completed: 25.21

GL NUMBER	DESCRIPTION	END BALANCE	2017-18	2017-18	YTD BALANCE	ACTIVITY FOR	% BDGT USED
		06/30/2017	ORIGINAL BUDGET	AMENDED BUDGET	09/30/2017	MONTH 09/30/17	
Fund 216 - MEDICAL RESCUE FUND							
Revenues							
Dept 000							
216-000-402	CURRENT PROPERTY TAX	632,391.38	682,654.00	682,654.00	0.00	0.00	0.00
216-000-445	PENALTY & INTEREST ON TAXES	203.12	200.00	200.00	0.00	0.00	0.00
216-000-482	HOUSE NUMBERS	560.00	500.00	500.00	200.00	0.00	40.00
216-000-588	CONTRIBUTION OTHER FUND(S)	25,000.00	25,000.00	25,000.00	0.00	0.00	0.00
216-000-590	GRANT INCOME	284,357.00	0.00	0.00	8,780.53	0.00	100.00
216-000-626	COPY & FOIA INCOME	29.00	50.00	50.00	0.00	0.00	0.00
216-000-635	EMERGENCY COST RECOVERY	19,249.20	20,000.00	20,000.00	1,829.50	1,759.50	9.15
216-000-639	DRIVEWAY INSPECTIONS	590.00	600.00	600.00	50.00	0.00	8.33
216-000-671	REIMBURSEMENT/OTHER INCOME	1,282.00	2,000.00	2,000.00	101.96	101.96	5.10
216-000-673	SALE OF FIXED ASSET	0.00	90,000.00	90,000.00	0.00	0.00	0.00
216-000-675	CONTRIBUTION-PRIVATE SOURCES	200.00	0.00	0.00	50.00	50.00	100.00
216-000-684	CELL TOWER INCOME	8,400.00	12,852.00	12,852.00	0.00	0.00	0.00
Total Dept 000		972,261.70	833,856.00	833,856.00	11,011.99	1,911.46	1.32
Dept 336-CONTRIBUTIONS							
216-336-683	CONTRIBUTION - INDEPENDENCE DAY CELEBRAT	1,000.00	1,000.00	1,000.00	0.00	0.00	0.00
Total Dept 336-CONTRIBUTIONS		1,000.00	1,000.00	1,000.00	0.00	0.00	0.00
Dept 960							
216-960-935	TRANSFER IN	250,000.00	0.00	0.00	0.00	0.00	0.00
Total Dept 960		250,000.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		1,223,261.70	834,856.00	834,856.00	11,011.99	1,911.46	1.32
Expenditures							
Dept 226-PERSONNEL							
216-226-701	SALARIES	88,129.51	87,016.00	87,016.00	20,015.00	6,693.54	23.00
216-226-702	SALARIES	146,460.52	160,000.00	160,000.00	35,698.50	11,071.25	22.31
216-226-705	ADMINISTRATIVE ASSISTANT	2,340.23	5,000.00	5,000.00	542.28	223.97	10.85
216-226-708	SALARIES-PART TIME	43,823.75	55,000.00	55,000.00	10,589.13	2,574.85	19.25
216-226-712	SALARIES - OFFICERS	7,175.00	11,000.00	11,000.00	2,750.00	0.00	25.00
216-226-715	SOCIAL SECURITY	22,796.55	24,328.00	24,328.00	5,519.43	1,588.77	22.69
216-226-716	HOSPITALIZATION	25,369.30	24,755.00	24,755.00	3,383.98	1,076.81	13.67
216-226-717	LIFE/DISB. INSURANCE	844.92	1,041.00	1,041.00	158.19	83.13	15.20
216-226-718	PENSION	8,812.58	8,701.00	8,701.00	2,001.32	669.30	23.00
216-226-730	MEDICAL TESTING	885.32	8,000.00	8,000.00	56.50	0.00	0.71
216-226-731	WORKERS COMP INSURANCE	14,226.86	16,943.00	16,943.00	0.00	0.00	0.00
216-226-927	ALLOCATE TO DEPARTMENTS	(64,949.00)	(64,000.00)	(64,000.00)	(4,826.00)	0.00	7.54
216-226-957	TRAINING & DEVELOPMENT	6,649.49	12,000.00	12,000.00	0.00	0.00	0.00
216-226-958	TRAINING WAGES	12,864.00	12,000.00	12,000.00	3,201.00	420.00	26.68
Total Dept 226-PERSONNEL		315,429.03	361,784.00	361,784.00	79,089.33	24,401.62	21.86
Dept 265-HALL AND GROUNDS							
216-265-816	GROUND/CLEANG/JANITORL SERVIC	814.24	2,000.00	2,000.00	0.00	0.00	0.00
216-265-821	PSB MAINT & OPS ALLOCATION	33,310.51	47,000.00	47,000.00	2,829.00	0.00	6.02

User: YVETTE  
DB: Northfield

PERIOD ENDING 09/30/2017  
% Fiscal Year Completed: 25.21

ACTIVITY FOR

GL NUMBER	DESCRIPTION	END BALANCE	2017-18	2017-18	YTD BALANCE	ACTIVITY FOR	% BDGT USED
		06/30/2017	ORIGINAL BUDGET	AMENDED BUDGET	09/30/2017	MONTH 09/30/17	
Fund 216 - MEDICAL RESCUE FUND							
Expenditures							
Total Dept 265-HALL AND GROUNDS		34,124.75	49,000.00	49,000.00	2,829.00	0.00	5.77
Dept 270-LEGAL/PROFESSIONAL							
216-270-722	CONTROLLER	6,588.69	6,298.00	6,298.00	371.25	0.00	5.89
216-270-802	AUDIT FEES	2,250.00	2,250.00	2,250.00	0.00	0.00	0.00
216-270-803	LEGAL	0.00	2,000.00	2,000.00	0.00	0.00	0.00
Total Dept 270-LEGAL/PROFESSIONAL		8,838.69	10,548.00	10,548.00	371.25	0.00	3.52
Dept 301-OPERATING COSTS							
216-301-727	SUPPLIES	7,364.12	10,000.00	10,000.00	6,372.82	246.81	63.73
216-301-741	UNIFORMS/GEAR & ALLOWANCE	3,993.77	10,000.00	10,000.00	1,014.07	0.00	10.14
216-301-807	MEMBERSHIP DUES	1,655.00	2,500.00	2,500.00	0.00	0.00	0.00
216-301-818	CONTRACTUAL SERVICES	1,762.33	2,000.00	2,000.00	0.00	49.69	0.00
216-301-820	DISPATCH SERVICES	12,026.04	10,810.00	10,810.00	2,702.46	900.82	25.00
216-301-850	COMMUNICATION	6,773.16	8,000.00	8,000.00	1,732.42	562.99	21.66
216-301-851	POSTAGE	1.40	50.00	50.00	0.46	0.00	0.92
216-301-900	PRINTING & PUBLICATIONS	145.79	500.00	500.00	0.00	0.00	0.00
216-301-910	INSURANCE & BONDS	35,649.00	36,990.00	36,990.00	0.00	0.00	0.00
216-301-920	UTILITIES	5,185.13	6,000.00	6,000.00	149.68	149.68	2.49
216-301-929	GRANT EXPENSE	296,374.20	0.00	0.00	0.00	0.00	0.00
216-301-930	REPAIRS & MAINTENANCE	6,368.16	7,000.00	7,000.00	1,237.22	22.32	17.67
216-301-932	RADIO REPAIR	141.00	2,500.00	2,500.00	1,760.00	0.00	70.40
216-301-938	CHARGEBACKS - PRIOR TAX YEARS	490.55	0.00	0.00	0.00	0.00	0.00
216-301-972	COMPUTER	3,828.34	6,000.00	6,000.00	955.89	318.63	15.93
Total Dept 301-OPERATING COSTS		381,757.99	102,350.00	102,350.00	15,925.02	2,250.94	15.56
Dept 333-TRANSPORTATION							
216-333-860	FUEL & MILEAGE	9,254.07	11,000.00	11,000.00	1,332.70	564.32	12.12
216-333-930	REPAIRS & MAINTENANCE	25,775.93	30,000.00	30,000.00	5,654.89	2,968.41	18.85
Total Dept 333-TRANSPORTATION		35,030.00	41,000.00	41,000.00	6,987.59	3,532.73	17.04
Dept 900-CAPITAL OUTLAY							
216-900-970	EQUIPMENT	10,483.61	12,000.00	12,000.00	3,087.38	3,087.38	25.73
216-900-974	VEHICLE	64,730.30	470,000.00	470,000.00	0.00	0.00	0.00
Total Dept 900-CAPITAL OUTLAY		75,213.91	482,000.00	482,000.00	3,087.38	3,087.38	0.64
Dept 905-DEBT SERVICE							
216-905-985	PSB SHARE OF BOND PMT	84,695.24	90,045.00	90,045.00	0.00	0.00	0.00
Total Dept 905-DEBT SERVICE		84,695.24	90,045.00	90,045.00	0.00	0.00	0.00
TOTAL EXPENDITURES		935,089.61	1,136,727.00	1,136,727.00	108,289.57	33,272.67	9.53
Fund 216 - MEDICAL RESCUE FUND:							

10/05/2017 01:31 PM

User: YVETTE

DB: Northfield

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Page 12/31

PERIOD ENDING 09/30/2017

% Fiscal Year Completed: 25.21

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 ORIGINAL BUDGET	2017-18 AMENDED BUDGET	YTD BALANCE 09/30/2017	ACTIVITY FOR MONTH 09/30/17	% BDGT USED
Fund 216 - MEDICAL RESCUE FUND							
TOTAL REVENUES		1,223,261.70	834,856.00	834,856.00	11,011.99	1,911.46	1.32
TOTAL EXPENDITURES		935,089.61	1,136,727.00	1,136,727.00	108,289.57	33,272.67	9.53
NET OF REVENUES & EXPENDITURES		288,172.09	(301,871.00)	(301,871.00)	(97,277.58)	(31,361.21)	32.22
BEG. FUND BALANCE		535,761.80	535,761.80	535,761.80	535,761.80		
NET OF REVENUES/EXPENDITURES - 2016-17					288,172.09		
END FUND BALANCE		823,933.89	233,890.80	233,890.80	726,656.31		

10/05/2017 01:31 PM  
User: YVETTE  
DB: Northfield

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP  
PERIOD ENDING 09/30/2017  
% Fiscal Year Completed: 25.21

Page 13/31

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 ORIGINAL BUDGET	2017-18 AMENDED BUDGET	YTD BALANCE 09/30/2017	ACTIVITY FOR MONTH 09/30/17	% BDGT USED
Fund 230 - DONATION FUND							
Revenues							
Dept 000							
230-000-698	DONATIONS - OTHER	0.00	0.00	0.00	250.00	0.00	100.00
Total Dept 000		0.00	0.00	0.00	250.00	0.00	100.00
TOTAL REVENUES		0.00	0.00	0.00	250.00	0.00	100.00
Expenditures							
Dept 301-OPERATING COSTS							
230-301-904	EVENTS/COMMUNITY PROJECTS	(474.56)	0.00	0.00	0.00	0.00	0.00
230-301-905	BARK PARK	327.02	0.00	0.00	0.00	0.00	0.00
Total Dept 301-OPERATING COSTS		(147.54)	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		(147.54)	0.00	0.00	0.00	0.00	0.00
Fund 230 - DONATION FUND:							
TOTAL REVENUES		0.00	0.00	0.00	250.00	0.00	100.00
TOTAL EXPENDITURES		(147.54)	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		147.54	0.00	0.00	250.00	0.00	100.00
BEG. FUND BALANCE		351.07	351.07	351.07	351.07		
NET OF REVENUES/EXPENDITURES - 2016-17					147.54		
END FUND BALANCE		498.61	351.07	351.07	748.61		

10/05/2017 01:31 PM

User: YVETTE

DB: Northfield

## REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Page 14/31

PERIOD ENDING 09/30/2017

% Fiscal Year Completed: 25.21

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 ORIGINAL BUDGET	2017-18 AMENDED BUDGET	YTD BALANCE 09/30/2017	ACTIVITY FOR MONTH 09/30/17	% 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	0.00
248-301-801	PLANNER FEES	11,205.00	15,000.00	15,000.00	3,735.00	0.00	24.90
248-301-816	GROUNDS/CLEANG/JANITORL SERVIC	0.00	1,000.00	1,000.00	0.00	0.00	0.00
Total Dept 301-OPERATING COSTS		11,205.00	21,000.00	21,000.00	3,735.00	0.00	17.79
Dept 449-ROAD WORK							
248-449-814	ROAD IMPROVEMENTS	2,269.00	0.00	0.00	0.00	0.00	0.00
Total Dept 449-ROAD WORK		2,269.00	0.00	0.00	0.00	0.00	0.00
Dept 900-CAPITAL OUTLAY							
248-900-925	STREETSCAPING	3,317.11	500.00	500.00	0.00	0.00	0.00
Total Dept 900-CAPITAL OUTLAY		3,317.11	500.00	500.00	0.00	0.00	0.00
TOTAL EXPENDITURES		16,791.11	21,500.00	21,500.00	3,735.00	0.00	17.37
Fund 248 - DOWNTOWN DEVELOPMENT AUTH:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		16,791.11	21,500.00	21,500.00	3,735.00	0.00	17.37
NET OF REVENUES & EXPENDITURES		(16,791.11)	(21,500.00)	(21,500.00)	(3,735.00)	0.00	17.37
BEG. FUND BALANCE		65,723.61	65,723.61	65,723.61	65,723.61		
NET OF REVENUES/EXPENDITURES - 2016-17					(16,791.11)		
END FUND BALANCE		48,932.50	44,223.61	44,223.61	45,197.50		

10/05/2017 01:31 PM

User: YVETTE

DB: Northfield

## REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Page 15/31

PERIOD ENDING 09/30/2017

% Fiscal Year Completed: 25.21

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 ORIGINAL BUDGET	2017-18 AMENDED BUDGET	YTD BALANCE 09/30/2017	ACTIVITY FOR MONTH 09/30/17	% BDGT USED
Fund 265 - NARCOTICS FUND							
Revenues							
Dept 000							
265-000-661	FORFEITURES	66,661.00	58,000.00	58,000.00	0.00	0.00	0.00
Total Dept 000		66,661.00	58,000.00	58,000.00	0.00	0.00	0.00
TOTAL REVENUES		66,661.00	58,000.00	58,000.00	0.00	0.00	0.00
Expenditures							
Dept 301-OPERATING COSTS							
265-301-727	SUPPLIES	2,016.56	4,000.00	4,000.00	0.00	0.00	0.00
265-301-899	FORFEITURE SHARING	7,965.00	30,000.00	30,000.00	0.00	0.00	0.00
265-301-956	MISCELLANEOUS	2,229.33	5,000.00	5,000.00	2,848.45	2,848.45	56.97
265-301-972	COMPUTER	2,371.75	4,000.00	4,000.00	0.00	0.00	0.00
Total Dept 301-OPERATING COSTS		14,582.64	43,000.00	43,000.00	2,848.45	2,848.45	6.62
Dept 900-CAPITAL OUTLAY							
265-900-970	EQUIPMENT	858.00	15,000.00	15,000.00	0.00	0.00	0.00
Total Dept 900-CAPITAL OUTLAY		858.00	15,000.00	15,000.00	0.00	0.00	0.00
TOTAL EXPENDITURES		15,440.64	58,000.00	58,000.00	2,848.45	2,848.45	4.91
Fund 265 - NARCOTICS FUND:							
TOTAL REVENUES		66,661.00	58,000.00	58,000.00	0.00	0.00	0.00
TOTAL EXPENDITURES		15,440.64	58,000.00	58,000.00	2,848.45	2,848.45	4.91
NET OF REVENUES & EXPENDITURES		51,220.36	0.00	0.00	(2,848.45)	(2,848.45)	100.00
BEG. FUND BALANCE		94,144.14	94,144.14	94,144.14	94,144.14		
NET OF REVENUES/EXPENDITURES - 2016-17					51,220.36		
END FUND BALANCE		145,364.50	94,144.14	94,144.14	142,516.05		

10/05/2017 01:31 PM

User: YVETTE

DB: Northfield

## REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Page 16/31

PERIOD ENDING 09/30/2017

% Fiscal Year Completed: 25.21

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 ORIGINAL BUDGET	2017-18 AMENDED BUDGET	YTD BALANCE 09/30/2017	ACTIVITY FOR MONTH 09/30/17	% BDGT USED
Fund 266 - FEDERAL NARCOTICS FUND							
Revenues							
Dept 000							
266-000-661	FORFEITURES	45,690.47	100,000.00	100,000.00	6,786.00	0.00	6.79
Total Dept 000		45,690.47	100,000.00	100,000.00	6,786.00	0.00	6.79
TOTAL REVENUES		45,690.47	100,000.00	100,000.00	6,786.00	0.00	6.79
Expenditures							
Dept 301-OPERATING COSTS							
266-301-727	SUPPLIES	5,389.96	12,000.00	12,000.00	0.00	0.00	0.00
266-301-956	MISCELLANEOUS	4,655.50	12,000.00	12,000.00	1,410.00	1,010.00	11.75
Total Dept 301-OPERATING COSTS		10,045.46	24,000.00	24,000.00	1,410.00	1,010.00	5.88
Dept 336-CONTRIBUTIONS							
266-336-967	CONTRIBUTION-LAW ENFORCEMENT	35,000.00	35,000.00	35,000.00	0.00	0.00	0.00
Total Dept 336-CONTRIBUTIONS		35,000.00	35,000.00	35,000.00	0.00	0.00	0.00
Dept 900-CAPITAL OUTLAY							
266-900-970	EQUIPMENT	33,574.87	48,000.00	48,000.00	12,935.00	12,935.00	26.95
266-900-974	VEHICLE	101,672.00	0.00	0.00	0.00	0.00	0.00
Total Dept 900-CAPITAL OUTLAY		135,246.87	48,000.00	48,000.00	12,935.00	12,935.00	26.95
TOTAL EXPENDITURES		180,292.33	107,000.00	107,000.00	14,345.00	13,945.00	13.41
Fund 266 - FEDERAL NARCOTICS FUND:							
TOTAL REVENUES		45,690.47	100,000.00	100,000.00	6,786.00	0.00	6.79
TOTAL EXPENDITURES		180,292.33	107,000.00	107,000.00	14,345.00	13,945.00	13.41
NET OF REVENUES & EXPENDITURES		(134,601.86)	(7,000.00)	(7,000.00)	(7,559.00)	(13,945.00)	107.99
BEG. FUND BALANCE		247,753.55	247,753.55	247,753.55	247,753.55		
NET OF REVENUES/EXPENDITURES - 2016-17					(134,601.86)		
END FUND BALANCE		113,151.69	240,753.55	240,753.55	105,592.69		

10/05/2017 01:31 PM

User: YVETTE

DB: Northfield

## REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Page 17/31

PERIOD ENDING 09/30/2017

% Fiscal Year Completed: 25.21

GL NUMBER	DESCRIPTION	END BALANCE	2017-18	2017-18	YTD BALANCE	ACTIVITY FOR	% BDGT
		06/30/2017	ORIGINAL BUDGET	AMENDED BUDGET	09/30/2017	MONTH 09/30/17	USED
Fund 271 - LIBRARY FUND							
Revenues							
Dept 000							
271-000-402	CURRENT PROPERTY TAX	419,076.44	428,741.00	428,741.00	0.00	0.00	0.00
271-000-407	TAX REVENUE -BRIGHTON DIST LIB	78,298.99	77,000.00	77,000.00	115.00	0.00	0.15
271-000-445	PENALTY & INTEREST ON TAXES	128.91	100.00	100.00	0.00	0.00	0.00
271-000-573	STATE REVENUE SHARING - LCSA	15,912.63	13,000.00	13,000.00	0.00	0.00	0.00
271-000-575	STATE LIBRARY AID	6,020.13	3,500.00	3,500.00	3,301.55	0.00	94.33
271-000-626	COPY & FOIA INCOME	3,335.50	3,500.00	3,500.00	427.19	0.00	12.21
271-000-630	BOOK SALE	2,157.47	1,000.00	1,000.00	330.58	0.00	33.06
271-000-652	PENAL FINES-WASHTENAW COUNTY	14,184.75	13,000.00	13,000.00	12,505.17	12,505.17	96.19
271-000-653	PENAL FINES-LIVINGSTON COUNTY	6,366.67	6,000.00	6,000.00	0.00	0.00	0.00
271-000-671	REIMBURSEMENT/OTHER INCOME	7,490.38	1,500.00	1,500.00	286.42	163.46	19.09
271-000-675	CONTRIBUTION-PRIVATE SOURCES	13,911.43	2,500.00	2,500.00	3,323.10	0.00	132.92
Total Dept 000		566,883.30	549,841.00	549,841.00	20,289.01	12,668.63	3.69
TOTAL REVENUES		566,883.30	549,841.00	549,841.00	20,289.01	12,668.63	3.69
Expenditures							
Dept 226-PERSONNEL							
271-226-701	SALARIES	61,553.98	63,196.00	63,196.00	12,538.44	4,230.76	19.84
271-226-705	ADMINISTRATIVE ASSISTANT	91,444.61	132,000.00	132,000.00	18,610.80	6,262.94	14.10
271-226-708	SALARIES-PART TIME	69,013.09	50,000.00	50,000.00	17,736.32	5,999.68	35.47
271-226-715	SOCIAL SECURITY	17,634.13	18,900.00	18,900.00	4,034.25	1,261.71	21.35
271-226-716	HOSPITALIZATION	12,840.52	16,400.00	16,400.00	4,144.04	1,916.15	25.27
271-226-717	LIFE/DISB. INSURANCE	3,180.11	4,200.00	4,200.00	769.48	384.74	18.32
271-226-718	PENSION	13,237.82	16,600.00	16,600.00	3,081.68	1,049.33	18.56
271-226-731	WORKERS COMP INSURANCE	1,597.00	900.00	900.00	0.00	0.00	0.00
271-226-734	BONUS	4,500.00	1,000.00	1,000.00	0.00	0.00	0.00
271-226-735	SFA & HRA	5,644.81	7,250.00	7,250.00	1,821.62	0.00	25.13
271-226-736	WELLNESS PLAN	4,000.00	4,000.00	4,000.00	3,850.00	0.00	96.25
271-226-860	FUEL & MILEAGE	531.52	750.00	750.00	39.33	0.00	5.24
271-226-957	TRAINING & DEVELOPMENT	1,115.17	2,500.00	2,500.00	0.00	0.00	0.00
Total Dept 226-PERSONNEL		286,292.76	317,696.00	317,696.00	66,625.96	21,105.31	20.97
Dept 270-LEGAL/PROFESSIONAL							
271-270-802	AUDIT FEES	5,000.00	5,000.00	5,000.00	0.00	0.00	0.00
271-270-803	LEGAL	8,201.99	3,000.00	3,000.00	0.00	0.00	0.00
Total Dept 270-LEGAL/PROFESSIONAL		13,201.99	8,000.00	8,000.00	0.00	0.00	0.00
Dept 301-OPERATING COSTS							
271-301-727	SUPPLIES	12,363.27	13,500.00	13,500.00	3,696.50	2,854.55	27.38
271-301-742	CIRCULATING,REF MATERIALS&PROC	27,057.22	29,500.00	29,500.00	6,726.30	2,583.48	22.80
271-301-743	SERVICE/PROGRAM SUPPLIES	12,470.34	12,000.00	12,000.00	1,879.39	1,385.35	15.66
271-301-745	MeL Delivery	1,398.00	1,600.00	1,600.00	0.00	0.00	0.00
271-301-807	MEMBERSHIP DUES	219.00	400.00	400.00	0.00	0.00	0.00
271-301-826	ADMINISTRATION FEE	11,060.00	11,500.00	11,500.00	0.00	0.00	0.00
271-301-850	COMMUNICATION	6,365.62	6,500.00	6,500.00	386.84	193.42	5.95
271-301-851	POSTAGE	244.35	800.00	800.00	0.00	0.00	0.00
271-301-900	PRINTING & PUBLICATIONS	1,435.76	3,200.00	3,200.00	326.41	326.41	10.20
271-301-910	INSURANCE & BONDS	19,680.00	12,000.00	12,000.00	0.00	0.00	0.00

10/05/2017 01:31 PM

User: YVETTE

DB: Northfield

## REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Page 18/31

PERIOD ENDING 09/30/2017

% Fiscal Year Completed: 25.21

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 ORIGINAL BUDGET	2017-18 AMENDED BUDGET	YTD BALANCE 09/30/2017	ACTIVITY FOR MONTH 09/30/17	% BDGT USED
Fund 271 - LIBRARY FUND							
Expenditures							
271-301-920	UTILITIES	6,079.96	8,000.00	8,000.00	1,013.42	450.94	12.67
271-301-930	REPAIRS & MAINTENANCE	12,350.08	18,000.00	18,000.00	6,311.00	4,518.42	35.06
271-301-938	CHARGEBACKS - PRIOR TAX YEARS	324.83	1,500.00	1,500.00	184.89	16.46	12.33
271-301-940	RENTAL EQUIPMENT	3,095.99	3,600.00	3,600.00	782.02	265.67	21.72
271-301-956	MISCELLANEOUS	283.58	4,000.00	4,000.00	153.70	123.47	3.84
Total Dept 301-OPERATING COSTS		114,428.00	126,100.00	126,100.00	21,460.47	12,718.17	17.02
Dept 900-CAPITAL OUTLAY							
271-900-913	CONSTRUCTION COSTS	969.83	0.00	0.00	0.00	0.00	0.00
271-900-915	TECH COSTS	2,130.25	0.00	0.00	52.00	0.00	100.00
271-900-972	COMPUTER	4,170.69	11,000.00	11,000.00	0.00	0.00	0.00
Total Dept 900-CAPITAL OUTLAY		7,270.77	11,000.00	11,000.00	52.00	0.00	0.47
Dept 905-DEBT SERVICE							
271-905-991	DEBT SERVICE - PRINCIPAL	3,214.00	3,214.00	3,214.00	0.00	0.00	0.00
Total Dept 905-DEBT SERVICE		3,214.00	3,214.00	3,214.00	0.00	0.00	0.00
Dept 999-TRANSFERS OUT							
271-999-999	TRANSFERS OUT	150,000.00	60,000.00	60,000.00	0.00	0.00	0.00
Total Dept 999-TRANSFERS OUT		150,000.00	60,000.00	60,000.00	0.00	0.00	0.00
TOTAL EXPENDITURES		574,407.52	526,010.00	526,010.00	88,138.43	33,823.48	16.76
Fund 271 - LIBRARY FUND:							
TOTAL REVENUES		566,883.30	549,841.00	549,841.00	20,289.01	12,668.63	3.69
TOTAL EXPENDITURES		574,407.52	526,010.00	526,010.00	88,138.43	33,823.48	16.76
NET OF REVENUES & EXPENDITURES		(7,524.22)	23,831.00	23,831.00	(67,849.42)	(21,154.85)	284.71
BEG. FUND BALANCE		371,852.11	371,852.11	371,852.11	371,852.11		
NET OF REVENUES/EXPENDITURES - 2016-17					(7,524.22)		
END FUND BALANCE		364,327.89	395,683.11	395,683.11	296,478.47		

10/05/2017 01:31 PM

User: YVETTE  
DB: Northfield

## REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Page 19/31

PERIOD ENDING 09/30/2017

% Fiscal Year Completed: 25.21

GL NUMBER	DESCRIPTION	END BALANCE	2017-18	2017-18	YTD BALANCE	ACTIVITY FOR	% BDGT
		06/30/2017	ORIGINAL BUDGET	AMENDED BUDGET	09/30/2017	MONTH 09/30/17	
Fund 287 - BUILDING DEPARTMENT FUND							
Revenues							
Dept 000							
287-000-484	BUILDING PLAN REVIEW FEES	8,149.00	6,960.00	6,960.00	852.00	120.00	12.24
287-000-485	BUILDING PERMIT FEES	118,052.00	72,870.00	72,870.00	6,512.00	2,289.00	8.94
287-000-486	CONTRACTOR'S REGISTRATION	2,700.00	2,500.00	2,500.00	750.00	180.00	30.00
287-000-488	TRADE PERMIT FEES	42,480.00	45,730.00	45,730.00	12,882.50	2,677.50	28.17
287-000-626	COPY & FOIA INCOME	130.09	0.00	0.00	0.00	0.00	0.00
Total Dept 000		171,511.09	128,060.00	128,060.00	20,996.50	5,266.50	16.40
TOTAL REVENUES		171,511.09	128,060.00	128,060.00	20,996.50	5,266.50	16.40
Expenditures							
Dept 226-PERSONNEL							
287-226-703	SALARIES	0.00	20,800.00	20,800.00	0.00	0.00	0.00
287-226-715	SOCIAL SECURITY	0.00	1,591.00	1,591.00	0.00	0.00	0.00
287-226-731	WORKERS COMP INSURANCE	480.00	491.00	491.00	0.00	0.00	0.00
287-226-927	ALLOCATE TO DEPARTMENTS	43,825.00	38,519.00	38,519.00	2,894.00	0.00	7.51
Total Dept 226-PERSONNEL		44,305.00	61,401.00	61,401.00	2,894.00	0.00	4.71
Dept 261-GOVERNMENT SHARED SERVICES							
287-261-725	BUILDING INSPECTIONS	24,134.91	27,163.00	27,163.00	0.00	0.00	0.00
287-261-737	PLAN REVIEW	0.00	5,800.00	5,800.00	0.00	0.00	0.00
287-261-738	MISC BUILDING ADMINISTRATION	0.00	3,000.00	3,000.00	0.00	0.00	0.00
Total Dept 261-GOVERNMENT SHARED SERVICES		24,134.91	35,963.00	35,963.00	0.00	0.00	0.00
Dept 270-LEGAL/PROFESSIONAL							
287-270-722	CONTROLLER	2,635.47	2,519.00	2,519.00	148.50	0.00	5.90
287-270-802	AUDIT FEES	900.00	900.00	900.00	0.00	0.00	0.00
287-270-823	ZONING ADMINISTRATION	778.50	1,000.00	1,000.00	0.00	0.00	0.00
Total Dept 270-LEGAL/PROFESSIONAL		4,313.97	4,419.00	4,419.00	148.50	0.00	3.36
Dept 301-OPERATING COSTS							
287-301-725	ELECTRIC, PLUMB & MECH INSPECTIONS	22,005.00	23,994.00	23,994.00	6,165.00	3,240.00	25.69
287-301-727	SUPPLIES	41.71	500.00	500.00	139.98	0.00	28.00
287-301-850	COMMUNICATION	439.88	450.00	450.00	119.97	39.99	26.66
287-301-910	INSURANCE & BONDS	600.00	900.00	900.00	0.00	0.00	0.00
287-301-927	ALLOCATE TO DEPARTMENTS	3,690.00	4,200.00	4,200.00	118.00	0.00	2.81
Total Dept 301-OPERATING COSTS		26,776.59	30,044.00	30,044.00	6,542.95	3,279.99	21.78
TOTAL EXPENDITURES		99,530.47	131,827.00	131,827.00	9,585.45	3,279.99	7.27
Fund 287 - BUILDING DEPARTMENT FUND:							
TOTAL REVENUES		171,511.09	128,060.00	128,060.00	20,996.50	5,266.50	16.40
TOTAL EXPENDITURES		99,530.47	131,827.00	131,827.00	9,585.45	3,279.99	7.27

10/05/2017 01:31 PM

User: YVETTE

DB: Northfield

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Page 20/31

PERIOD ENDING 09/30/2017

% Fiscal Year Completed: 25.21

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 ORIGINAL BUDGET	2017-18 AMENDED BUDGET	YTD BALANCE 09/30/2017	ACTIVITY FOR MONTH 09/30/17	% BDGT USED
Fund 287 - BUILDING DEPARTMENT FUND							
NET OF REVENUES & EXPENDITURES		71,980.62	(3,767.00)	(3,767.00)	11,411.05	1,986.51	302.92
BEG. FUND BALANCE		99,345.51	99,345.51	99,345.51	99,345.51		
NET OF REVENUES/EXPENDITURES - 2016-17					71,980.62		
END FUND BALANCE		171,326.13	95,578.51	95,578.51	182,737.18		

10/05/2017 01:31 PM

User: YVETTE

DB: Northfield

## REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Page 21/31

PERIOD ENDING 09/30/2017

% Fiscal Year Completed: 25.21

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 ORIGINAL BUDGET	2017-18 AMENDED BUDGET	YTD BALANCE 09/30/2017	ACTIVITY FOR MONTH 09/30/17	% BDGT USED
Fund 369 - BLDG AUTH DEBT FUND							
Revenues							
Dept 000							
369-000-685	FUNDS XFER FOR 3.5 BOND PMT	254,085.76	276,354.00	276,354.00	0.00	0.00	0.00
Total Dept 000		254,085.76	276,354.00	276,354.00	0.00	0.00	0.00
TOTAL REVENUES		254,085.76	276,354.00	276,354.00	0.00	0.00	0.00
Expenditures							
Dept 905-DEBT SERVICE							
369-905-942	3 M BOND BLDG AUTH	215,296.50	236,404.00	236,404.00	0.00	0.00	0.00
369-905-987	INTEREST 3 M BOND	38,789.26	39,950.00	39,950.00	0.00	0.00	0.00
Total Dept 905-DEBT SERVICE		254,085.76	276,354.00	276,354.00	0.00	0.00	0.00
TOTAL EXPENDITURES		254,085.76	276,354.00	276,354.00	0.00	0.00	0.00
Fund 369 - BLDG AUTH DEBT FUND:							
TOTAL REVENUES		254,085.76	276,354.00	276,354.00	0.00	0.00	0.00
TOTAL EXPENDITURES		254,085.76	276,354.00	276,354.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
BEG. FUND BALANCE							
END FUND BALANCE							

10/05/2017 01:31 PM

User: YVETTE

DB: Northfield

## REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Page 22/31

PERIOD ENDING 09/30/2017

% Fiscal Year Completed: 25.21

GL NUMBER	DESCRIPTION	END BALANCE	2017-18	2017-18	YTD BALANCE	ACTIVITY FOR	% BDGT
		06/30/2017	ORIGINAL BUDGET	AMENDED BUDGET	09/30/2017	MONTH 09/30/17	
Fund 370 - PUBLIC SAFETY BLDG DEBT FD							
Revenues							
Dept 000							
370-000-402	CURRENT PROPERTY TAX	264,427.70	279,728.00	279,728.00	0.00	0.00	0.00
370-000-445	PENALTY & INTEREST ON TAXES	88.51	100.00	100.00	0.00	0.00	0.00
370-000-588	CONTRIBUTION OTHER FUND(S)	99,930.18	140,000.00	140,000.00	8,486.00	0.00	6.06
Total Dept 000		364,446.39	419,828.00	419,828.00	8,486.00	0.00	2.02
TOTAL REVENUES		364,446.39	419,828.00	419,828.00	8,486.00	0.00	2.02
Expenditures							
Dept 301-OPERATING COSTS							
370-301-727	SUPPLIES	1,057.18	1,500.00	1,500.00	279.96	279.96	18.66
370-301-816	GROUNDS/CLEANG/JANITORL SERVIC	9,941.87	12,000.00	12,000.00	250.00	150.00	2.08
370-301-818	CONTRACTUAL SERVICES	6,727.90	10,000.00	10,000.00	836.00	575.00	8.36
370-301-850	COMMUNICATION	5,814.48	7,000.00	7,000.00	1,512.44	423.78	21.61
370-301-910	INSURANCE & BONDS	7,462.00	7,795.00	7,795.00	0.00	0.00	0.00
370-301-920	UTILITIES	63,207.39	68,000.00	68,000.00	7,134.84	1,499.83	10.49
370-301-930	REPAIRS & MAINTENANCE	15,175.98	30,000.00	30,000.00	2,868.56	43.00	9.56
370-301-938	CHARGEBACKS - PRIOR TAX YEARS	213.12	2,000.00	2,000.00	0.00	0.00	0.00
Total Dept 301-OPERATING COSTS		109,599.92	138,295.00	138,295.00	12,881.80	2,971.57	9.31
Dept 905-DEBT SERVICE							
370-905-945	3.8 M PSB BOND	230,000.00	250,000.00	250,000.00	0.00	0.00	0.00
370-905-994	INTEREST 3.8 BOND PSB	35,164.15	29,728.00	29,728.00	0.00	0.00	0.00
Total Dept 905-DEBT SERVICE		265,164.15	279,728.00	279,728.00	0.00	0.00	0.00
TOTAL EXPENDITURES		374,764.07	418,023.00	418,023.00	12,881.80	2,971.57	3.08
Fund 370 - PUBLIC SAFETY BLDG DEBT FD:							
TOTAL REVENUES		364,446.39	419,828.00	419,828.00	8,486.00	0.00	2.02
TOTAL EXPENDITURES		374,764.07	418,023.00	418,023.00	12,881.80	2,971.57	3.08
NET OF REVENUES & EXPENDITURES		(10,317.68)	1,805.00	1,805.00	(4,395.80)	(2,971.57)	243.53
BEG. FUND BALANCE		6,922.34	6,922.34	6,922.34	6,922.34		
NET OF REVENUES/EXPENDITURES - 2016-17					(10,317.68)		
END FUND BALANCE		(3,395.34)	8,727.34	8,727.34	(7,791.14)		

10/05/2017 01:31 PM

User: YVETTE

DB: Northfield

## REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Page 23/31

PERIOD ENDING 09/30/2017

% Fiscal Year Completed: 25.21

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 ORIGINAL BUDGET	2017-18 AMENDED BUDGET	YTD BALANCE 09/30/2017	ACTIVITY FOR MONTH 09/30/17	% BDGT USED
Fund 405 - LIBRARY CAPITAL OUTLAY FUND							
Revenues							
Dept 960-TRANSFERS IN							
405-960-935	TRANSFER IN	150,000.00	60,000.00	60,000.00	0.00	0.00	0.00
Total Dept 960-TRANSFERS IN		150,000.00	60,000.00	60,000.00	0.00	0.00	0.00
TOTAL REVENUES		150,000.00	60,000.00	60,000.00	0.00	0.00	0.00
Expenditures							
Dept 900-CAPITAL OUTLAY							
405-900-913	CONSTRUCTION COSTS	3,594.46	3,000.00	3,000.00	0.00	0.00	0.00
405-900-915	TECH COSTS	0.00	15,000.00	15,000.00	0.00	0.00	0.00
405-900-918	OTHER LIBRARY COSTS	25,195.69	0.00	0.00	0.00	0.00	0.00
405-900-972	COMPUTER	37.50	0.00	0.00	0.00	0.00	0.00
Total Dept 900-CAPITAL OUTLAY		28,827.65	18,000.00	18,000.00	0.00	0.00	0.00
TOTAL EXPENDITURES		28,827.65	18,000.00	18,000.00	0.00	0.00	0.00
Fund 405 - LIBRARY CAPITAL OUTLAY FUND:							
TOTAL REVENUES		150,000.00	60,000.00	60,000.00	0.00	0.00	0.00
TOTAL EXPENDITURES		28,827.65	18,000.00	18,000.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		121,172.35	42,000.00	42,000.00	0.00	0.00	0.00
BEG. FUND BALANCE		89,375.68	89,375.68	89,375.68	89,375.68		
NET OF REVENUES/EXPENDITURES - 2016-17					121,172.35		
END FUND BALANCE		210,548.03	131,375.68	131,375.68	210,548.03		

10/05/2017 01:31 PM

User: YVETTE

DB: Northfield

## REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Page 24/31

PERIOD ENDING 09/30/2017

% Fiscal Year Completed: 25.21

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 ORIGINAL BUDGET	2017-18 AMENDED BUDGET	YTD BALANCE 09/30/2017	ACTIVITY FOR MONTH 09/30/17	% BDGT USED
Fund 571 - WASTEWATER TREATMENT FUND							
Revenues							
Dept 000							
571-000-445	PENALTY & INTEREST ON TAXES	5.06	0.00	0.00	0.00	0.00	0.00
571-000-500	TAP-IN FEES	28,400.00	0.00	0.00	13,073.00	5,973.00	100.00
571-000-651	USAGE FEES	1,132,509.50	1,365,000.00	1,365,000.00	340,491.21	6,232.09	24.94
571-000-665	INTEREST INCOME	1,472.93	1,500.00	1,500.00	74.00	38.71	4.93
571-000-671	REIMBURSEMENT/OTHER INCOME	5,584.29	1,800.00	1,800.00	1,815.33	364.38	100.85
571-000-672	SAD INTEREST	54.68	45.00	45.00	0.00	0.00	0.00
Total Dept 000		1,168,026.46	1,368,345.00	1,368,345.00	355,453.54	12,608.18	25.98
TOTAL REVENUES		1,168,026.46	1,368,345.00	1,368,345.00	355,453.54	12,608.18	25.98
Expenditures							
Dept 226-PERSONNEL							
571-226-701	SALARIES	75,252.33	64,890.00	64,890.00	14,901.36	4,991.54	22.96
571-226-702	SALARIES	201,352.80	197,501.00	197,501.00	42,395.59	14,252.44	21.47
571-226-711	SALARIES-OVERTIME	5,578.67	18,540.00	18,540.00	3,332.25	668.40	17.97
571-226-715	SOCIAL SECURITY	21,444.66	22,310.00	22,310.00	4,658.01	1,528.28	20.88
571-226-716	HOSPITALIZATION	100,918.21	100,055.00	100,055.00	17,321.42	5,703.45	17.31
571-226-717	LIFE/DISB. INSURANCE	2,929.05	3,447.00	3,447.00	793.05	264.35	23.01
571-226-718	PENSION	25,198.50	28,093.00	28,093.00	5,117.36	1,840.36	18.22
571-226-731	WORKERS COMP INSURANCE	5,898.70	6,616.00	6,616.00	0.00	0.00	0.00
571-226-957	TRAINING & DEVELOPMENT	630.00	3,500.00	3,500.00	2,060.00	2,060.00	58.86
Total Dept 226-PERSONNEL		439,202.92	444,952.00	444,952.00	90,579.04	31,308.82	20.36
Dept 270-LEGAL/PROFESSIONAL							
571-270-722	CONTROLLER	18,448.30	17,633.00	17,633.00	1,039.50	0.00	5.90
571-270-802	AUDIT FEES	6,300.00	6,300.00	6,300.00	0.00	0.00	0.00
571-270-803	LEGAL	0.00	500.00	500.00	0.00	0.00	0.00
571-270-806	ENGINEER	24,323.67	30,000.00	30,000.00	7,308.56	572.48	24.36
Total Dept 270-LEGAL/PROFESSIONAL		49,071.97	54,433.00	54,433.00	8,348.06	572.48	15.34
Dept 301-OPERATING COSTS							
571-301-727	SUPPLIES	1,562.79	2,500.00	2,500.00	95.44	34.85	3.82
571-301-740	OPERATING SUPPLIES	50,717.60	55,000.00	55,000.00	9,245.85	8,247.68	16.81
571-301-741	UNIFORMS/GEAR & ALLOWANCE	2,413.26	3,000.00	3,000.00	345.84	192.16	11.53
571-301-807	MEMBERSHIP DUES	0.00	1,000.00	1,000.00	880.00	0.00	88.00
571-301-817	LAB & TESTING	3,874.00	7,000.00	7,000.00	2,145.00	15.00	30.64
571-301-819	COLLECTION SYS ANNUAL MAINT	42,160.17	55,000.00	55,000.00	3,698.98	0.00	6.73
571-301-825	SEWER ADMINISTRATION FEES	37,500.00	37,500.00	37,500.00	0.00	0.00	0.00
571-301-850	COMMUNICATION	4,945.81	6,000.00	6,000.00	1,319.79	439.93	22.00
571-301-851	POSTAGE	3,570.32	3,000.00	3,000.00	882.30	0.00	29.41
571-301-900	PRINTING & PUBLICATIONS	15.00	200.00	200.00	0.00	0.00	0.00
571-301-910	INSURANCE & BONDS	24,272.00	25,350.00	25,350.00	0.00	0.00	0.00
571-301-920	UTILITIES	118,764.23	100,000.00	100,000.00	4,401.71	3,389.80	4.40
571-301-930	REPAIRS & MAINTENANCE	72,566.53	110,000.00	110,000.00	12,289.32	142.05	11.17
571-301-940	RENTAL EQUIPMENT	1,246.80	1,000.00	1,000.00	393.67	131.23	39.37
571-301-950	LAND LEASING	0.00	260.00	260.00	0.00	0.00	0.00
571-301-968	DEPRECIATION EXPENSE	255,461.00	245,652.00	245,652.00	0.00	0.00	0.00

10/05/2017 01:31 PM

User: YVETTE

DB: Northfield

## REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Page 25/31

PERIOD ENDING 09/30/2017

% Fiscal Year Completed: 25.21

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 ORIGINAL BUDGET	2017-18 AMENDED BUDGET	YTD BALANCE 09/30/2017	ACTIVITY FOR MONTH 09/30/17	% BDGT USED
Fund 571 - WASTEWATER TREATMENT FUND							
Expenditures							
Total Dept 301-OPERATING COSTS		619,069.51	652,462.00	652,462.00	35,697.90	12,592.70	5.47
Dept 333-TRANSPORTATION							
571-333-860	FUEL & MILEAGE	4,022.38	7,000.00	7,000.00	1,046.45	0.00	14.95
571-333-930	REPAIRS & MAINTENANCE	198.84	1,500.00	1,500.00	0.00	0.00	0.00
Total Dept 333-TRANSPORTATION		4,221.22	8,500.00	8,500.00	1,046.45	0.00	12.31
Dept 528-O & M - BOND & INTEREST							
571-528-954	AGENT FEES	648.13	700.00	700.00	0.00	0.00	0.00
571-528-989	INTEREST 1992 BOND	12,238.76	10,520.00	10,520.00	5,259.38	5,259.38	49.99
571-528-995	DEBT SERVICE - INTEREST	10,370.00	0.00	0.00	0.00	0.00	0.00
Total Dept 528-O & M - BOND & INTEREST		23,256.89	11,220.00	11,220.00	5,259.38	5,259.38	46.88
Dept 900-CAPITAL OUTLAY							
571-900-970	EQUIPMENT	59,654.00	110,000.00	110,000.00	0.00	0.00	0.00
Total Dept 900-CAPITAL OUTLAY		59,654.00	110,000.00	110,000.00	0.00	0.00	0.00
TOTAL EXPENDITURES		1,194,476.51	1,281,567.00	1,281,567.00	140,930.83	49,733.38	11.00
Fund 571 - WASTEWATER TREATMENT FUND:							
TOTAL REVENUES		1,168,026.46	1,368,345.00	1,368,345.00	355,453.54	12,608.18	25.98
TOTAL EXPENDITURES		1,194,476.51	1,281,567.00	1,281,567.00	140,930.83	49,733.38	11.00
NET OF REVENUES & EXPENDITURES		(26,450.05)	86,778.00	86,778.00	214,522.71	(37,125.20)	247.21
BEG. FUND BALANCE		6,552,701.71	6,552,701.71	6,552,701.71	6,552,701.71		
NET OF REVENUES/EXPENDITURES - 2016-17					(26,450.05)		
END FUND BALANCE		6,526,251.66	6,639,479.71	6,639,479.71	6,740,774.37		

10/05/2017 01:31 PM  
User: YVETTE  
DB: Northfield

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP  
PERIOD ENDING 09/30/2017  
% Fiscal Year Completed: 25.21

Page 26/31

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 ORIGINAL BUDGET	2017-18 AMENDED BUDGET	YTD BALANCE 09/30/2017	ACTIVITY FOR MONTH 09/30/17	% BDGT USED
Fund 701 - TRUST AND AGENCY							
Expenditures							
Dept 301-OPERATING COSTS							
701-301-922	BANK FEES	0.00	0.00	0.00	35.00	0.00	100.00
Total Dept 301-OPERATING COSTS		0.00	0.00	0.00	35.00	0.00	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	35.00	0.00	100.00
Fund 701 - TRUST AND AGENCY:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	35.00	0.00	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	(35.00)	0.00	100.00
BEG. FUND BALANCE							
END FUND BALANCE					(35.00)		

10/05/2017 01:31 PM

User: YVETTE

DB: Northfield

## REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Page 27/31

PERIOD ENDING 09/30/2017

% Fiscal Year Completed: 25.21

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 ORIGINAL BUDGET	2017-18 AMENDED BUDGET	YTD BALANCE 09/30/2017	ACTIVITY FOR MONTH 09/30/17	% BDGT USED
Fund 703 - TAX FUND							
Revenues							
Dept 253-TREASURER							
703-253-402	CURRENT PROPERTY TAX	14,194,041.56	0.00	0.00	4,668,381.73	3,179,007.75	100.00
703-253-445	PENALTY & INTEREST ON TAXES	13,737.26	0.00	0.00	838.45	838.45	100.00
Total Dept 253-TREASURER		14,207,778.82	0.00	0.00	4,669,220.18	3,179,846.20	100.00
TOTAL REVENUES		14,207,778.82	0.00	0.00	4,669,220.18	3,179,846.20	100.00
Expenditures							
Dept 253-TREASURER							
703-253-962	TAX DISBURSEMENTS	14,194,097.46	0.00	0.00	3,463,416.42	2,165,594.54	100.00
703-253-981	TAX INTEREST PMTS	13,681.36	0.00	0.00	0.00	0.00	0.00
Total Dept 253-TREASURER		14,207,778.82	0.00	0.00	3,463,416.42	2,165,594.54	100.00
TOTAL EXPENDITURES		14,207,778.82	0.00	0.00	3,463,416.42	2,165,594.54	100.00
Fund 703 - TAX FUND:							
TOTAL REVENUES		14,207,778.82	0.00	0.00	4,669,220.18	3,179,846.20	100.00
TOTAL EXPENDITURES		14,207,778.82	0.00	0.00	3,463,416.42	2,165,594.54	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	1,205,803.76	1,014,251.66	100.00
BEG. FUND BALANCE							
END FUND BALANCE					1,205,803.76		

10/05/2017 01:31 PM

User: YVETTE

DB: Northfield

## REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Page 28/31

PERIOD ENDING 09/30/2017

% Fiscal Year Completed: 25.21

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 ORIGINAL BUDGET	2017-18 AMENDED BUDGET	YTD BALANCE 09/30/2017	ACTIVITY FOR MONTH 09/30/17	% BDGT USED
Fund 815 - DIST # 5 SEVEN MILE SEWER							
Revenues							
Dept 000							
815-000-665	INTEREST INCOME	185.31	150.00	150.00	9.22	4.82	6.15
815-000-672	SAD INTEREST	7,254.80	6,218.00	6,218.00	169.49	0.00	2.73
Total Dept 000		7,440.11	6,368.00	6,368.00	178.71	4.82	2.81
TOTAL REVENUES		7,440.11	6,368.00	6,368.00	178.71	4.82	2.81
Expenditures							
Dept 301-OPERATING COSTS							
815-301-968	DEPRECIATION EXPENSE	17,519.00	17,519.00	17,519.00	0.00	0.00	0.00
Total Dept 301-OPERATING COSTS		17,519.00	17,519.00	17,519.00	0.00	0.00	0.00
Dept 905-DEBT SERVICE							
815-905-995	DEBT SERVICE - INTEREST	7,153.24	6,220.00	6,220.00	0.00	0.00	0.00
Total Dept 905-DEBT SERVICE		7,153.24	6,220.00	6,220.00	0.00	0.00	0.00
TOTAL EXPENDITURES		24,672.24	23,739.00	23,739.00	0.00	0.00	0.00
Fund 815 - DIST # 5 SEVEN MILE SEWER:							
TOTAL REVENUES		7,440.11	6,368.00	6,368.00	178.71	4.82	2.81
TOTAL EXPENDITURES		24,672.24	23,739.00	23,739.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		(17,232.13)	(17,371.00)	(17,371.00)	178.71	4.82	1.03
BEG. FUND BALANCE		581,988.33	581,988.33	581,988.33	581,988.33		
NET OF REVENUES/EXPENDITURES - 2016-17					(17,232.13)		
END FUND BALANCE		564,756.20	564,617.33	564,617.33	564,934.91		

10/05/2017 01:31 PM

User: YVETTE

DB: Northfield

## REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Page 29/31

PERIOD ENDING 09/30/2017

% Fiscal Year Completed: 25.21

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 ORIGINAL BUDGET	2017-18 AMENDED BUDGET	YTD BALANCE 09/30/2017	ACTIVITY FOR MONTH 09/30/17	% BDGT USED
Fund 825 - WHITMORE LAKE SEWER DISTRICT							
Revenues							
Dept 000							
825-000-445	PENALTY & INTEREST ON TAXES	55.90	0.00	0.00	0.00	0.00	0.00
825-000-672	SAD INTEREST	38,000.02	36,000.00	36,000.00	0.00	0.00	0.00
Total Dept 000		38,055.92	36,000.00	36,000.00	0.00	0.00	0.00
TOTAL REVENUES		38,055.92	36,000.00	36,000.00	0.00	0.00	0.00
Expenditures							
Dept 301-OPERATING COSTS							
825-301-968	DEPRECIATION EXPENSE	12,000.00	12,000.00	12,000.00	0.00	0.00	0.00
Total Dept 301-OPERATING COSTS		12,000.00	12,000.00	12,000.00	0.00	0.00	0.00
Dept 905-DEBT SERVICE							
825-905-954	AGENT FEES	500.00	500.00	500.00	0.00	0.00	0.00
825-905-986	INTEREST EXPENSE - WL SAD BOND	26,137.03	22,394.00	22,394.00	11,196.89	0.00	50.00
Total Dept 905-DEBT SERVICE		26,637.03	22,894.00	22,894.00	11,196.89	0.00	48.91
TOTAL EXPENDITURES		38,637.03	34,894.00	34,894.00	11,196.89	0.00	32.09
Fund 825 - WHITMORE LAKE SEWER DISTRICT:							
TOTAL REVENUES		38,055.92	36,000.00	36,000.00	0.00	0.00	0.00
TOTAL EXPENDITURES		38,637.03	34,894.00	34,894.00	11,196.89	0.00	32.09
NET OF REVENUES & EXPENDITURES		(581.11)	1,106.00	1,106.00	(11,196.89)	0.00	1,012.38
BEG. FUND BALANCE		756,488.03	756,488.03	756,488.03	756,488.03		
NET OF REVENUES/EXPENDITURES - 2016-17					(581.11)		
END FUND BALANCE		755,906.92	757,594.03	757,594.03	744,710.03		

10/05/2017 01:31 PM

User: YVETTE

DB: Northfield

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Page 30/31

PERIOD ENDING 09/30/2017

% Fiscal Year Completed: 25.21

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 ORIGINAL BUDGET	2017-18 AMENDED BUDGET	YTD BALANCE 09/30/2017	ACTIVITY FOR MONTH 09/30/17	% BDGT USED
Fund 883 - DISTRICT #3 HORSESHOE LAKE							
Expenditures							
Dept 301-OPERATING COSTS							
883-301-924	SAD REFUNDS	(1,585.44)	0.00	0.00	0.00	0.00	0.00
Total Dept 301-OPERATING COSTS		(1,585.44)	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		(1,585.44)	0.00	0.00	0.00	0.00	0.00
Fund 883 - DISTRICT #3 HORSESHOE LAKE:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		(1,585.44)	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		1,585.44	0.00	0.00	0.00	0.00	0.00
BEG. FUND BALANCE							
NET OF REVENUES/EXPENDITURES - 2016-17					1,585.44		
END FUND BALANCE		1,585.44			1,585.44		

10/05/2017 01:31 PM

User: YVETTE

DB: Northfield

## REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

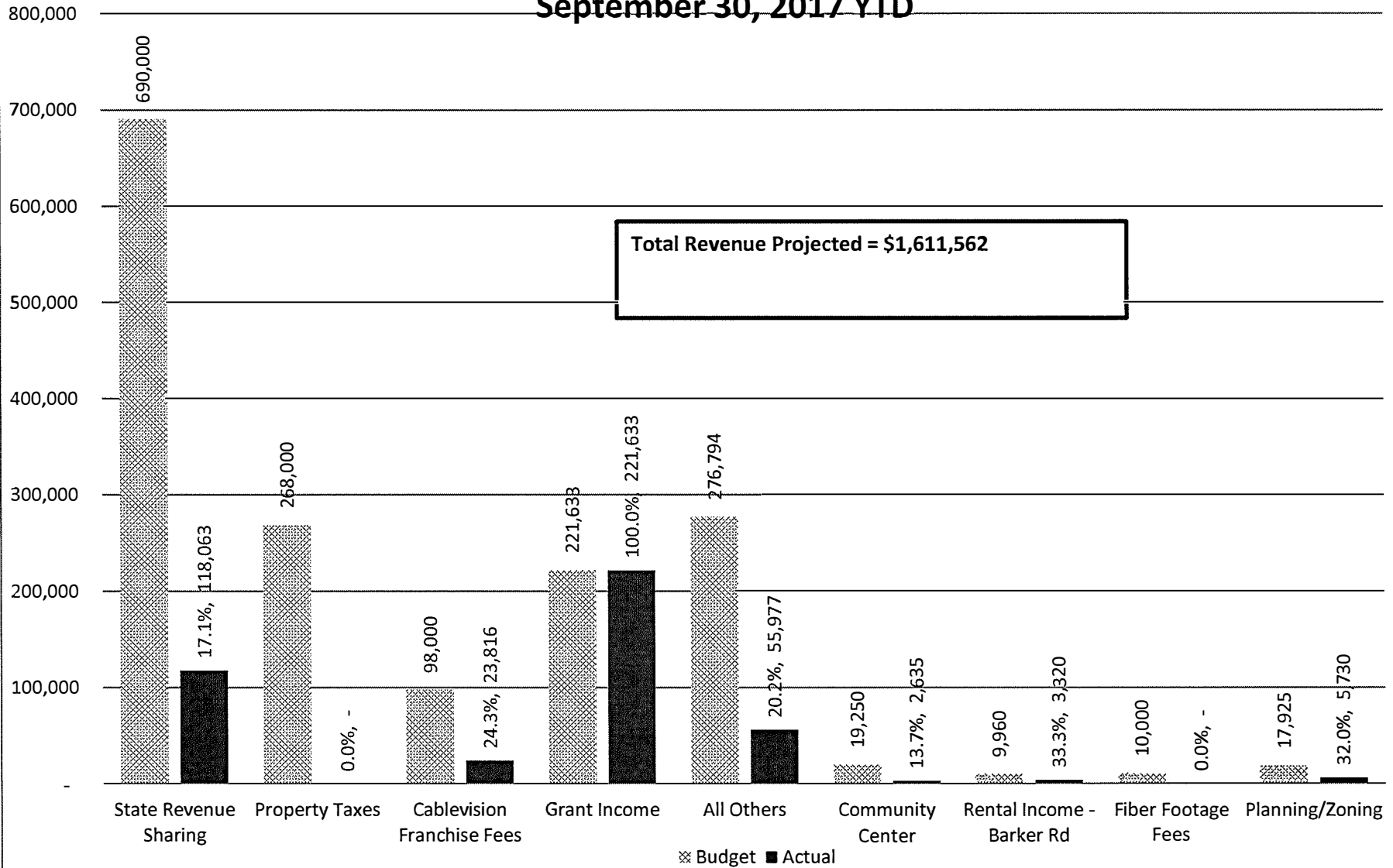
Page 31/31

PERIOD ENDING 09/30/2017

% Fiscal Year Completed: 25.21

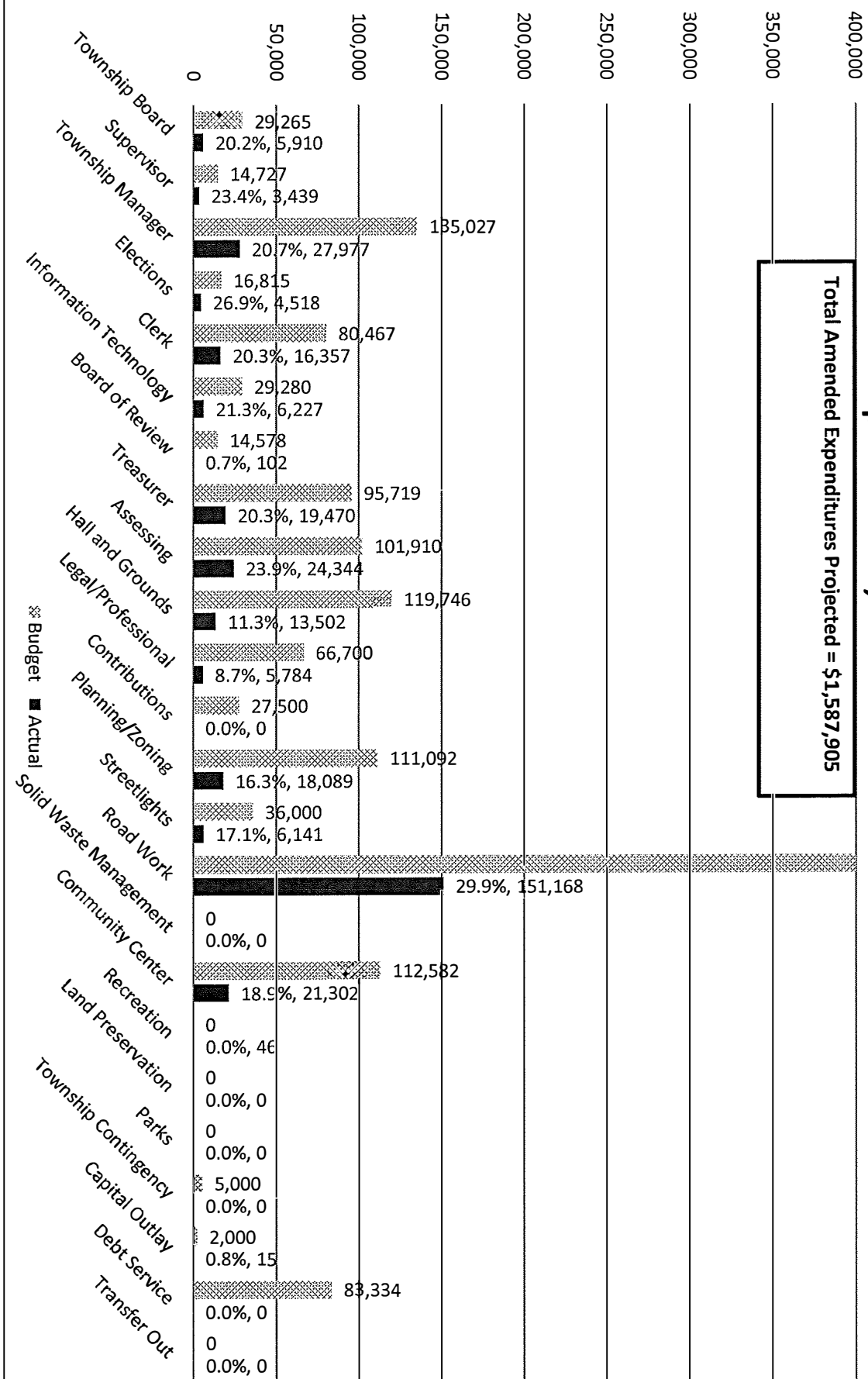
GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 ORIGINAL BUDGET	2017-18 AMENDED BUDGET	YTD BALANCE 09/30/2017	ACTIVITY FOR MONTH 09/30/17	% BDGT USED
Fund 890 - N.T. SEWER DISTRICT							
Revenues							
Dept 000							
890-000-665	INTEREST INCOME	916.61	750.00	750.00	45.94	24.03	6.13
890-000-672	SAD INTEREST	27,259.06	17,902.00	17,902.00	0.00	0.00	0.00
Total Dept 000		28,175.67	18,652.00	18,652.00	45.94	24.03	0.25
TOTAL REVENUES		28,175.67	18,652.00	18,652.00	45.94	24.03	0.25
Expenditures							
Dept 301-OPERATING COSTS							
890-301-968	DEPRECIATION EXPENSE	74,187.00	74,187.00	74,187.00	0.00	0.00	0.00
Total Dept 301-OPERATING COSTS		74,187.00	74,187.00	74,187.00	0.00	0.00	0.00
Dept 905-DEBT SERVICE							
890-905-954	AGENT FEES	414.37	0.00	0.00	0.00	0.00	0.00
890-905-998	INTEREST NT BOND	6,630.00	0.00	0.00	0.00	0.00	0.00
Total Dept 905-DEBT SERVICE		7,044.37	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		81,231.37	74,187.00	74,187.00	0.00	0.00	0.00
Fund 890 - N.T. SEWER DISTRICT:							
TOTAL REVENUES		28,175.67	18,652.00	18,652.00	45.94	24.03	0.25
TOTAL EXPENDITURES		81,231.37	74,187.00	74,187.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		(53,055.70)	(55,535.00)	(55,535.00)	45.94	24.03	0.08
BEG. FUND BALANCE		2,931,759.44	2,931,759.44	2,931,759.44	2,931,759.44		
NET OF REVENUES/EXPENDITURES - 2016-17					(53,055.70)		
END FUND BALANCE		2,878,703.74	2,876,224.44	2,876,224.44	2,878,749.68		
TOTAL REVENUES - ALL FUNDS							
21,149,152.24							
7,085,646.00							
7,085,646.00							
5,548,166.90							
3,258,564.93							
78.30							
TOTAL EXPENDITURES - ALL FUNDS							
21,785,995.30							
7,319,962.00							
7,297,322.00							
4,495,500.98							
2,523,271.74							
61.60							
NET OF REVENUES & EXPENDITURES							
(636,843.06)							
(234,316.00)							
(211,676.00)							
1,052,665.92							
735,293.19							
497.30							
BEG. FUND BALANCE - ALL FUNDS							
14,437,791.84							
14,437,791.84							
14,437,791.84							
14,853,614.70							
END FUND BALANCE - ALL FUNDS							
13,800,948.78							
14,203,475.84							
14,226,115.84							

# NORTHFIELD TOWNSHIP GENERAL FUND Revenues Projected vs. Received September 30, 2017 YTD

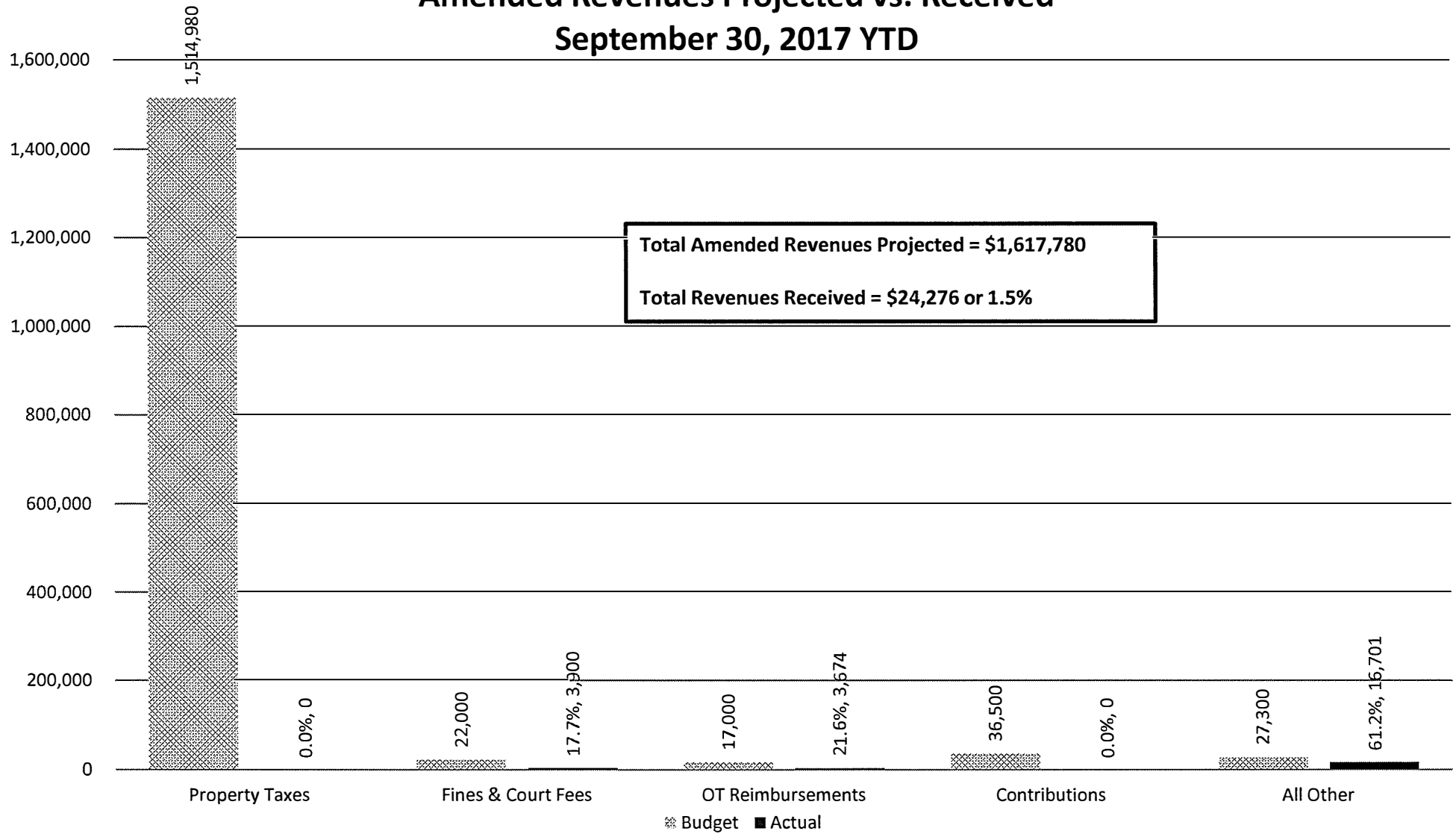


# NORTHFIELD TOWNSHIP GENERAL FUND

## Amended Expenditures Projected vs. Incurred September 30, 2017 YTD

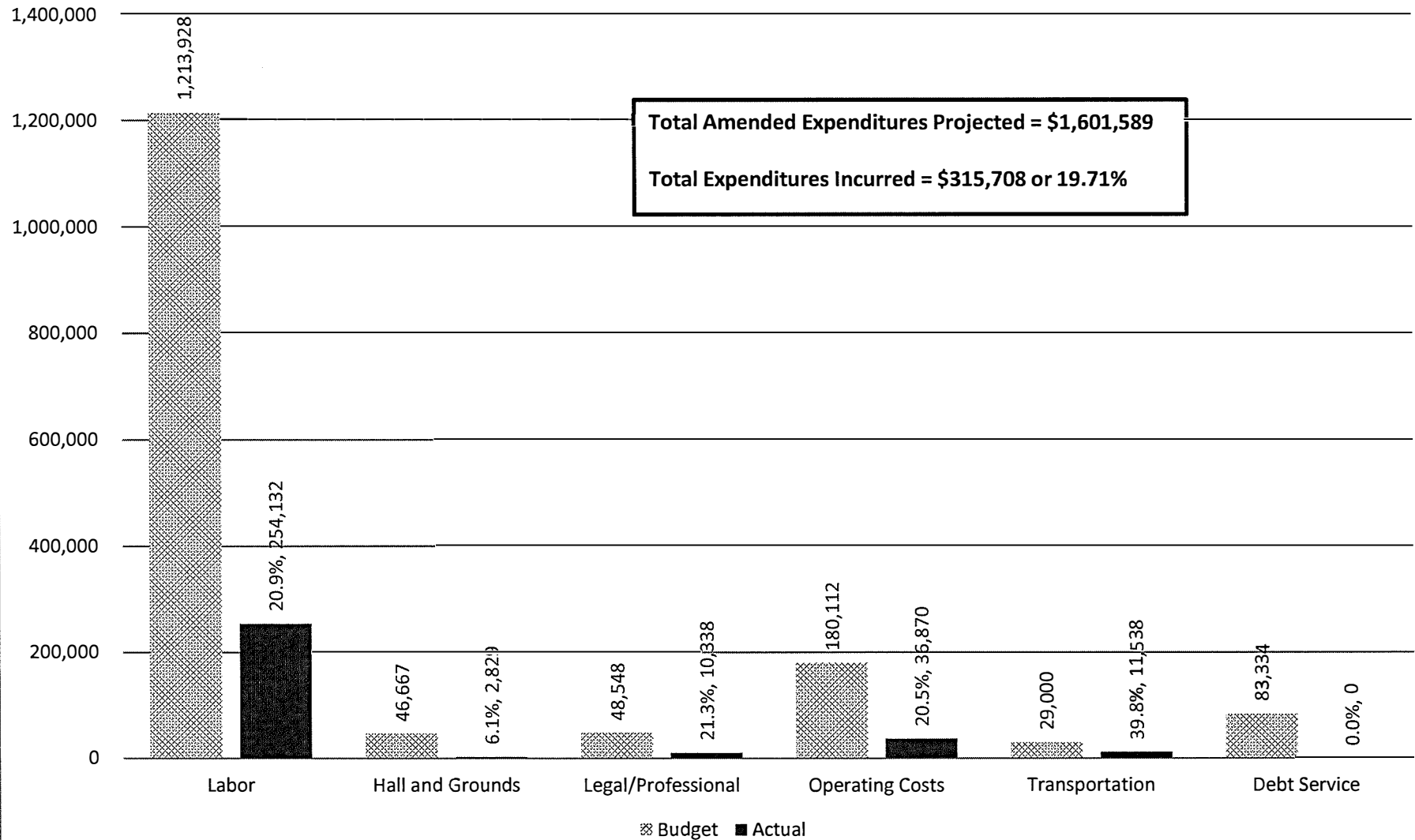


# **NORTHFIELD TOWNSHIP POLICE FUND Amended Revenues Projected vs. Received September 30, 2017 YTD**

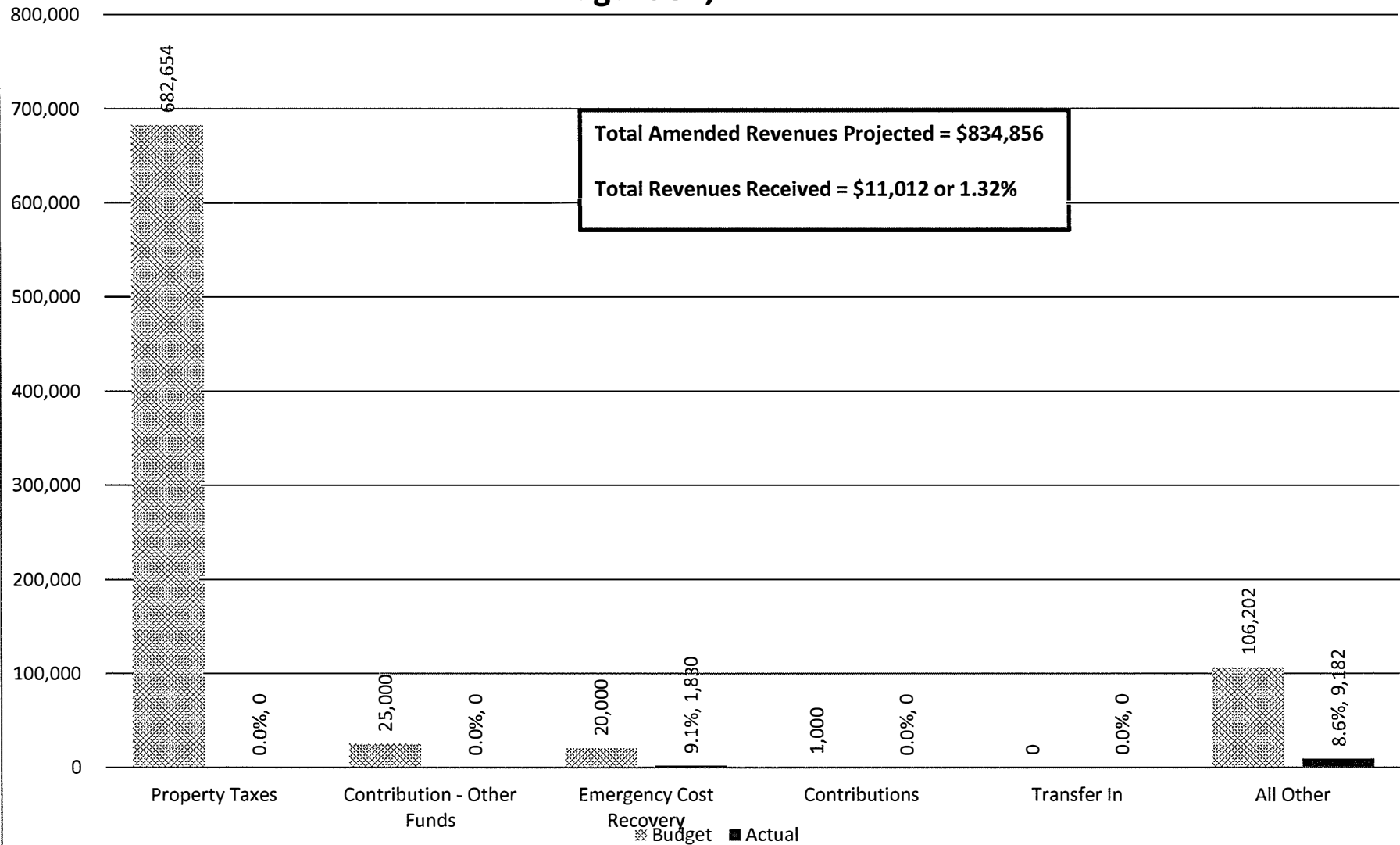


# NORTHFIELD TOWNSHIP POLICE FUND

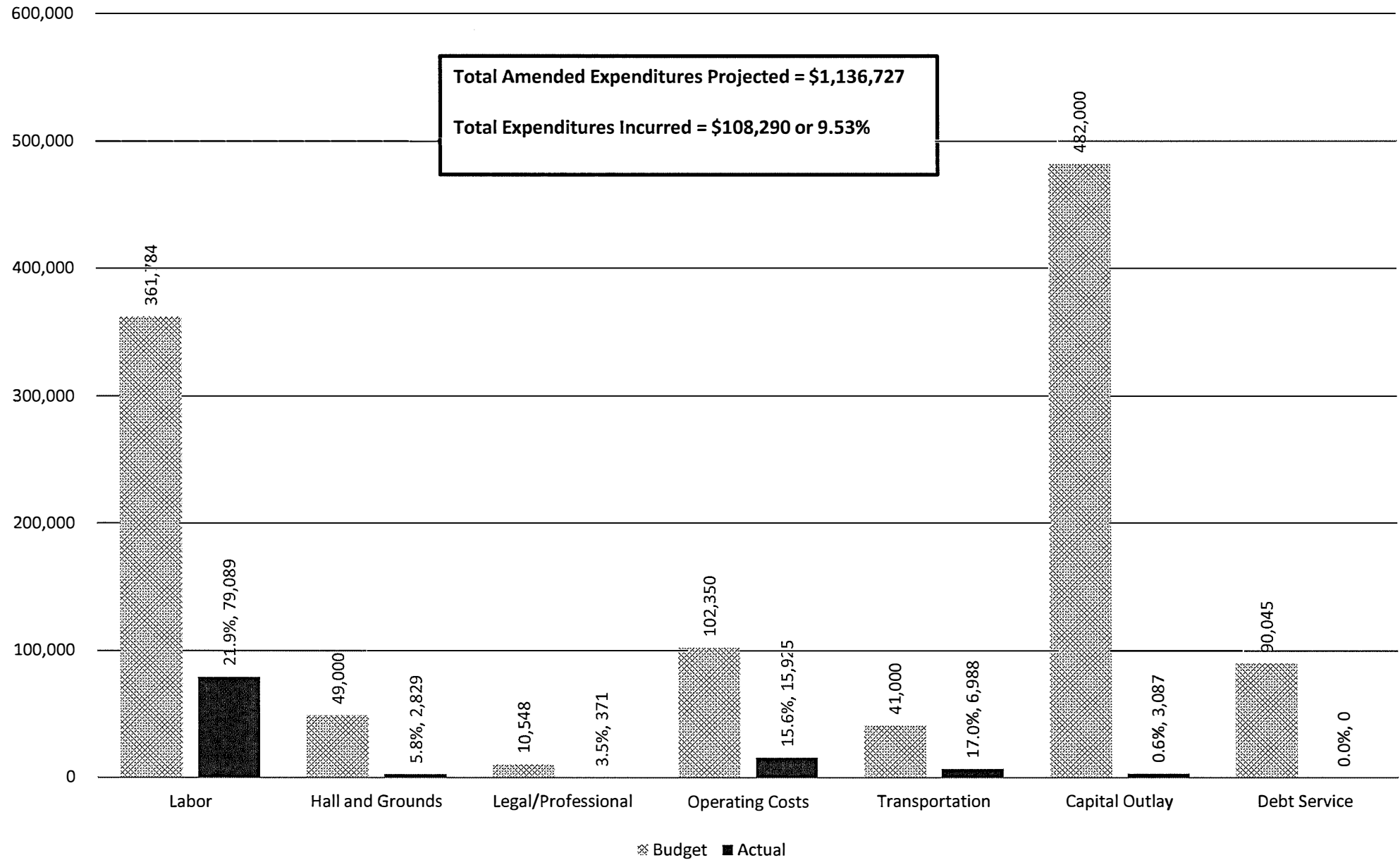
## Amended Expenditures Projected vs. Incurred September 30, 2017 YTD



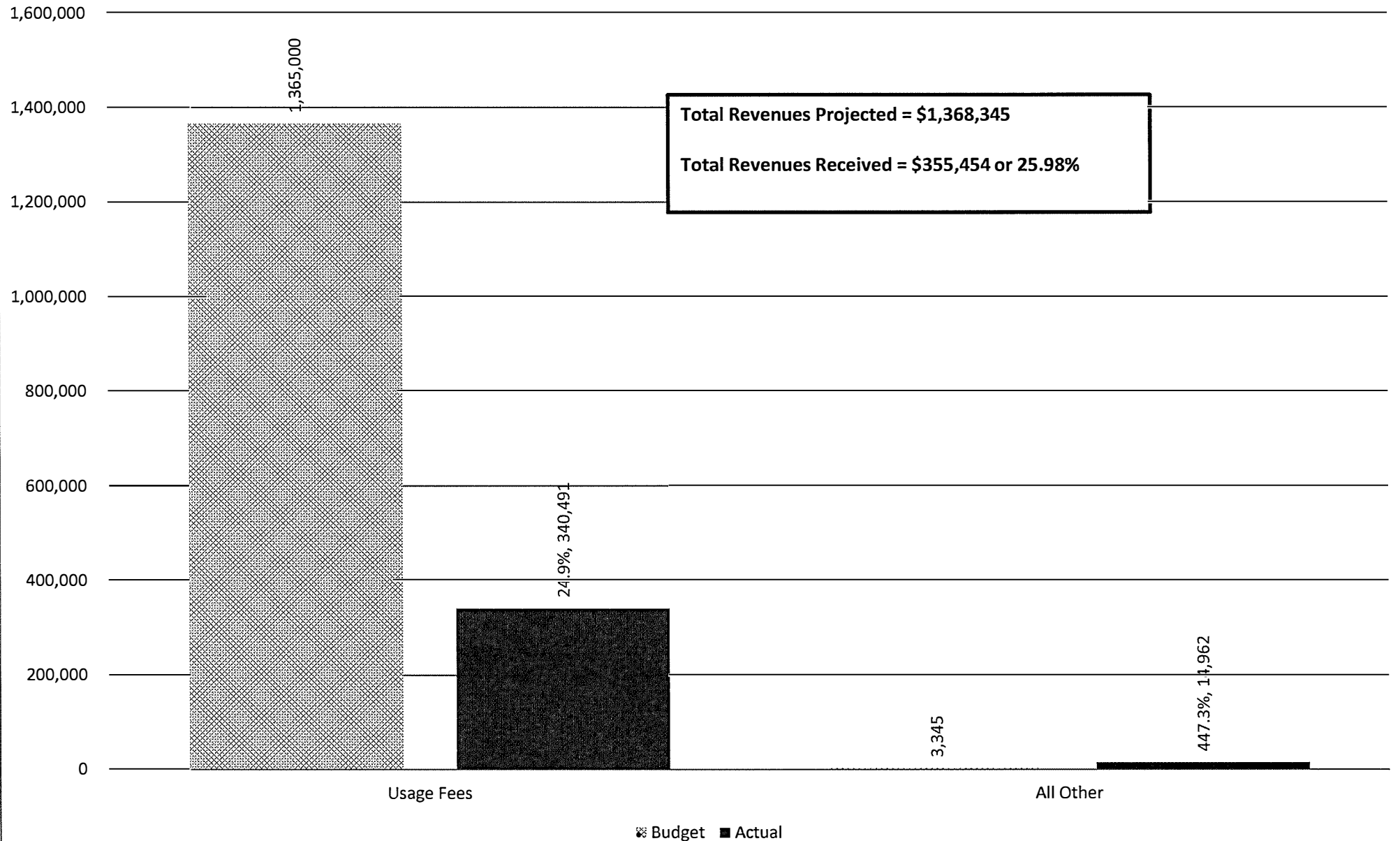
**NORTHFIELD TOWNSHIP  
FIRE/MEDICAL RESCUE FUND  
Amended Revenues Projected vs. Received  
August 31, 2017 YTD**



# NORTHFIELD TOWNSHIP FIRE/MEDICAL RESCUE FUND Amended Expenditures Projected vs. Incurred September 30, 2017 YTD

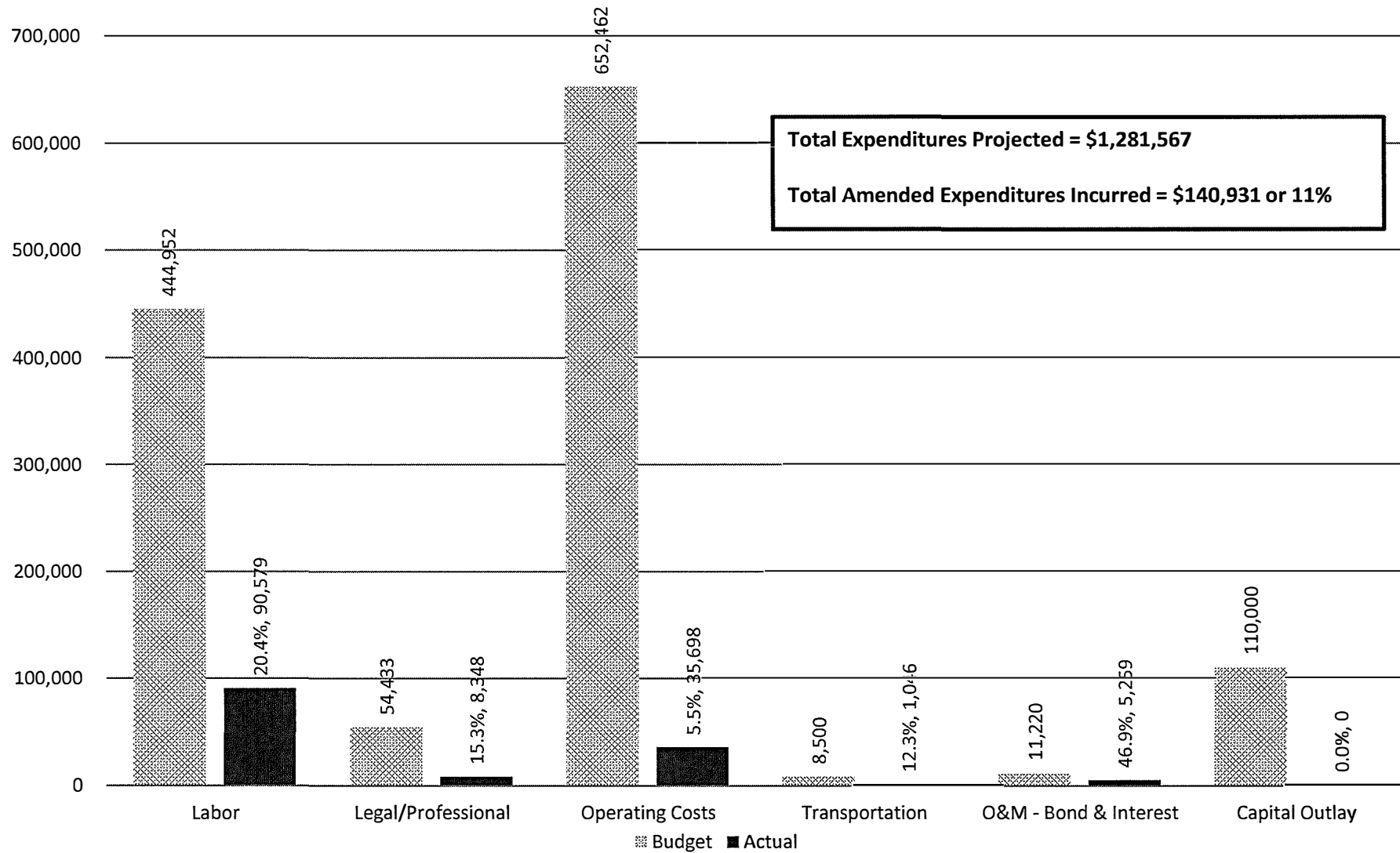


# **NORTHFIELD TOWNSHIP WWTP FUND Revenues Projected vs. Received September 30, 2017 YTD**



# NORTHFIELD TOWNSHIP WWTP FUND

## Amended Expenditures Projected vs. Incurred September 30, 2017 YTD



**GENERAL FUND**

September, 2017

<u>Revenues</u>	Budget	Actual	% of Budget Used
State Revenue Sharing	690,000	118,063	17.1%
Property Taxes	268,000	-	0.0%
Cablevision Franchise Fees	98,000	23,816	24.3%
Grant Income	221,633	221,633	100.0%
All Others	276,794	55,977	20.2%
Community Center	19,250	2,635	13.7%
Rental Income - Barker Rd	9,960	3,320	33.3%
Fiber Footage Fees	10,000	-	0.0%
Planning/Zoning	17,925	5,730	32.0%
	<u>1,611,562</u>	<u>431,173</u>	<u>26.8%</u>

<u>Expenditures</u>	Budget	Actual	
Township Board	29,265	5,910	20.2%
Supervisor	14,727	3,439	23.4%
Township Manager	135,027	27,977	20.7%
Elections	16,815	4,518	26.9%
Clerk	80,467	16,357	20.3%
Information Technology	29,280	6,227	21.3%
Board of Review	14,578	102	0.7%
Treasurer	95,719	19,470	20.3%
Assessing	101,910	24,344	23.9%
Hall and Grounds	119,746	13,502	11.3%
Legal/Professional	66,700	5,784	8.7%
Contributions	27,500	0	0.0%
Planning/Zoning	111,092	18,089	16.3%
Streetlights	36,000	6,141	17.1%
Road Work	506,163	151,168	29.9%
Solid Waste Management	0	0	0.0%
Community Center	112,582	21,302	18.9%
Recreation	0	46	0.0%
Land Preservation	0	0	0.0%
Parks	0	0	0.0%
Township Contingency	5,000	0	0.0%
Capital Outlay	2,000	15	0.8%
Debt Service	83,334	0	0.0%
Transfer Out	0	0	0.0%
	<u>1,587,905</u>	<u>324,391</u>	<u>20.4%</u>

**LAW FUND**

<u>Revenues</u>	Budget	Actual	% of Budget Used
Property Taxes	1,514,980	0	0.0%
Fines & Court Fees	22,000	3,900	17.7%
OT Reimbursements	17,000	3,674	21.6%
Contributions	36,500	0	0.0%
All Other	27,300	16,701	61.2%
	<u>1,617,780</u>	<u>24,276</u>	<u>1.5%</u>

<u>Expenditures</u>	Budget	Actual	
Labor	1,213,928	254,132	20.9%
Hall and Grounds	46,667	2,829	6.1%
Legal/Professional	48,548	10,338	21.3%
Operating Costs	180,112	36,870	20.5%
Transportation	29,000	11,538	39.8%
Debt Service	83,334	0	0.0%
	<u>1,601,589</u>	<u>315,708</u>	<u>19.7%</u>

**FIRE FUND**

<u>Revenues</u>	Budget	Actual	% of Budget Used
Property Taxes	682,654	0	0.0%
Contribution - Other Funds	25,000	0	0.0%
Emergency Cost Recovery	20,000	1,830	9.1%
Contributions	1,000	0	0.0%
Transfer In	0	0	0.0%
All Other	106,202	9,182	8.6%
	<u>834,856</u>	<u>11,012</u>	<u>1.3%</u>

<u>Expenditures</u>	Budget	Actual	
Labor	361,784	79,089	21.9%
Hall and Grounds	49,000	2,829	5.8%
Legal/Professional	10,548	371	3.5%
Operating Costs	102,350	15,925	15.6%
Transportation	41,000	6,988	17.0%
Capital Outlay	482,000	3,087	0.6%
Debt Service	90,045	0	0.0%
	<u>1,136,727</u>	<u>108,290</u>	<u>9.5%</u>

**WWTP FUND**

<u>Revenues</u>	Budget	Actual	% of Budget Used
Usage Fees	1,365,000	340,491	24.9%
All Other	3,345	14,962	447.3%
	<u>1,368,345</u>	<u>355,454</u>	<u>26.0%</u>

<u>Expenditures</u>	Budget	Actual	
Labor	444,952	90,579	20.4%
Legal/Professional	54,433	8,348	15.3%
Operating Costs	652,462	35,698	5.5%
Transportation	8,500	1,046	12.3%
O&M - Bond & Interest	11,220	5,259	46.9%
Capital Outlay	110,000	0	0.0%
	<u>1,281,567</u>	<u>140,931</u>	<u>11.0%</u>

**Northfield Township**  
**Financial Report**  
**Month Ending, September 30, 2017**

This report is a summary of our funds at the end of September 30, 2017. Four CDs were purchased with Morgan Stanley split between WWTP (\$522,000) and MIF (\$478,000). The CDs were purchased in a manner to insure FDIC coverage.

Type	Fund/Account	Issuer	Value	Interest Rate	Purchase Date	Maturity Date	Accrued Interest		
CD	WWTP	Morgan Stanley	28,056.20	Zero Coupon	6/16/2009	5/20/2019	9,557.81		
CD	WWTP	Morgan Stanley	250,000.00	1.15%	9/29/2017	1/8/2018	3.38		
CD	WWTP	Morgan Stanley	250,000.00	1.10%	9/28/2017	1/11/2018	3.38		
CD	WWTP	Morgan Stanley	<u>22,000.00</u>	1.25%	9/28/2017	4/4/2018	<u>0.28</u>		
<b>Total WWTP</b>			<b>\$550,056.20</b>				<b>\$9,564.85</b>		
CD	MIF	1st National Bank	\$35,056.45	0.75%	12/3/2015	12/3/2017	462.89		
CD	MIF (Fire Truck)	Morgan Stanley	\$250,000.00	1.25%	9/28/2017	4/4/2018	0.26		
CD	MIF (Fire Truck)	Morgan Stanley	<u>\$228,000.00</u>	1.25%	9/28/2017	4/4/2017	<u>0.26</u>		
<b>Total MIF</b>			<b><u>\$513,056.45</u></b>				<b><u>463.41</u></b>		
<b>Total Investments</b>			<b>\$1,063,112.65</b>				<b>\$10,028.26</b>		
								<b>YTD</b>	<b>Month</b>
								<b>Interest</b>	<b>Interest Paid</b>
								<b>Paid</b>	
Checking	MIF	1st National Bank	\$ 2,623,210.66	0.15%				\$1,965.95	\$456.46
Checking	Federal Drug Forfeiture	1st National Bank	193,161.16						
Checking	Police Narcotics	1st National Bank	145,045.87						
Checking	Trust & Agency	1st National Bank	43,230.84						
Checking	Health Account	1st National Bank	14,407.55						
Checking	Payroll	1st National Bank	21,930.15						
Checking	Tax Account	1st National Bank	<u>1,195,187.28</u>						
<b>Total Checking</b>			<b>\$ <u>4,236,173.51</u></b>					<b><u>\$1,965.95</u></b>	<b><u>\$456.46</u></b>
<b>Total Investments and Checking</b>			<b>\$ <u>5,299,286.16</u></b>					<b><u>\$11,994.21</u></b>	<b><u>\$456.46</u></b>

This report is intended to satisfy the reporting requirements as established under Public Act 20 of 1943 as amended.

10/5/2017  
Submitted by: Lenore Zelenock, Treasurer

# Supervisor's Report

From: Marlene Chockley

Date: October 5, 2017

---

## **Downtown Development Authority**

The DDA met September 25 and had a healthy attendance. Because of that, we were able to elect officers—Barb Griffith (chair), Doug Wilbur (vice-chair), Anne Iaquinto (secretary), and Dave Horton (treasurer). Many thanks for their willingness to serve in those important roles, especially Barb Griffith who has chaired the Authority for very many years.

We discussed the bylaws and the need to include expectations for attendance. We will have a draft at our next meeting. The Board of Trustees will need to approve them when the DDA is satisfied.

The October 22 Trunk or Treat was endorsed.

We had some useful discussion on improving our processes to help businesses site in the township. Paul Lippens, our planner, was in attendance to receive the feedback and consider what the township might do to reduce fees and make the process better.

We received a final draft of the Downtown Strategic Plan and Design Framework which will be presented to the Board at a joint meeting with the Planning Commission on October 24. We also viewed a draft set of FAQs for the North Village RFP that answers many of the questions residents may have about the process and synthesis plan.

The DDA also recommended that the Board of Trustees accept the Downtown Plan as policy at its next opportunity and incorporate it into the Master Plan process.

## **Code Enforcement Officer Resignation**

Mike Rankin did an exemplary job in this difficult position for the 6 months he served. He treated our residents with professionalism yet compassion even when their response was inappropriate. I appreciated the insights that he brought to the job and his concern for those of lesser means who found themselves in violation of the ordinances and struggled to come into compliance. He was always willing to work with residents who were making an effort.

The job was made more difficult when some feuding neighbors used the township to get back each other and many tit for tat complaints consumed a lot of time and energy.

During the time he was here, it was evident that the township needs to develop a clearer, written process and better prioritization for code compliance issues. The Board needs to decide how serious it is about code enforcement and follow that up with adequate staff support. Code enforcement was increased to 2 days per week and there was some progress, but was that enough?

### **Washtenaw Urban County Executive Committee**

The Committee approved the Fair Housing Plan that was mandated by the Housing and Urban Development Department (HUD). It was a collaboration of the Ann Arbor Housing Commission and the Washtenaw County Office of Community and Economic Development (OCED). I've included 3 pages of the report illustrating the Whitmore Lake Profile.

The Fair Housing Plan sets 10 fair housing goals. You can access the full report at:

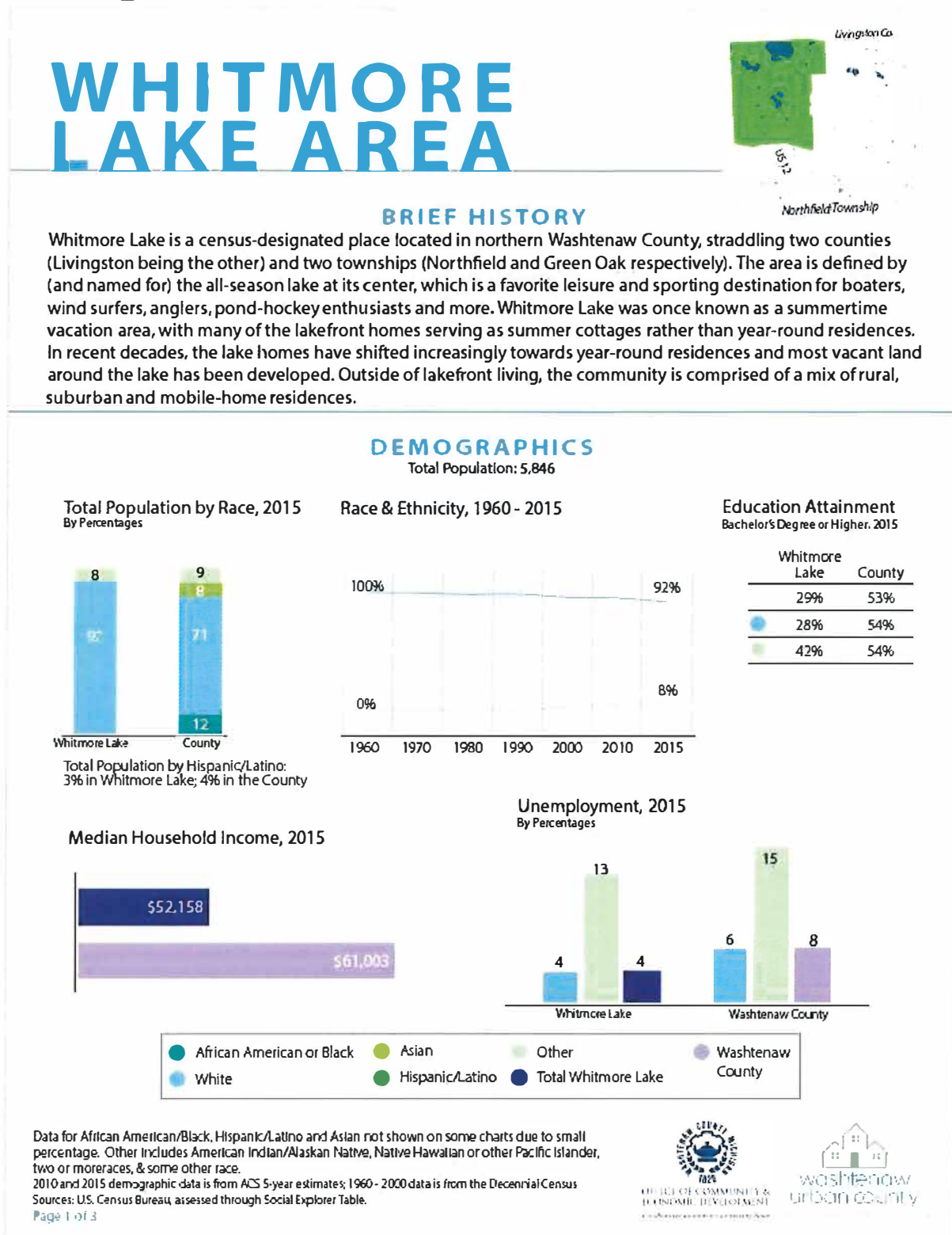
<http://www.ewashtenaw.org/government/departments/community-and-economic-development/housing-and-community-infrastructure/affirmatively-furthering-fair-housing-affh/>.

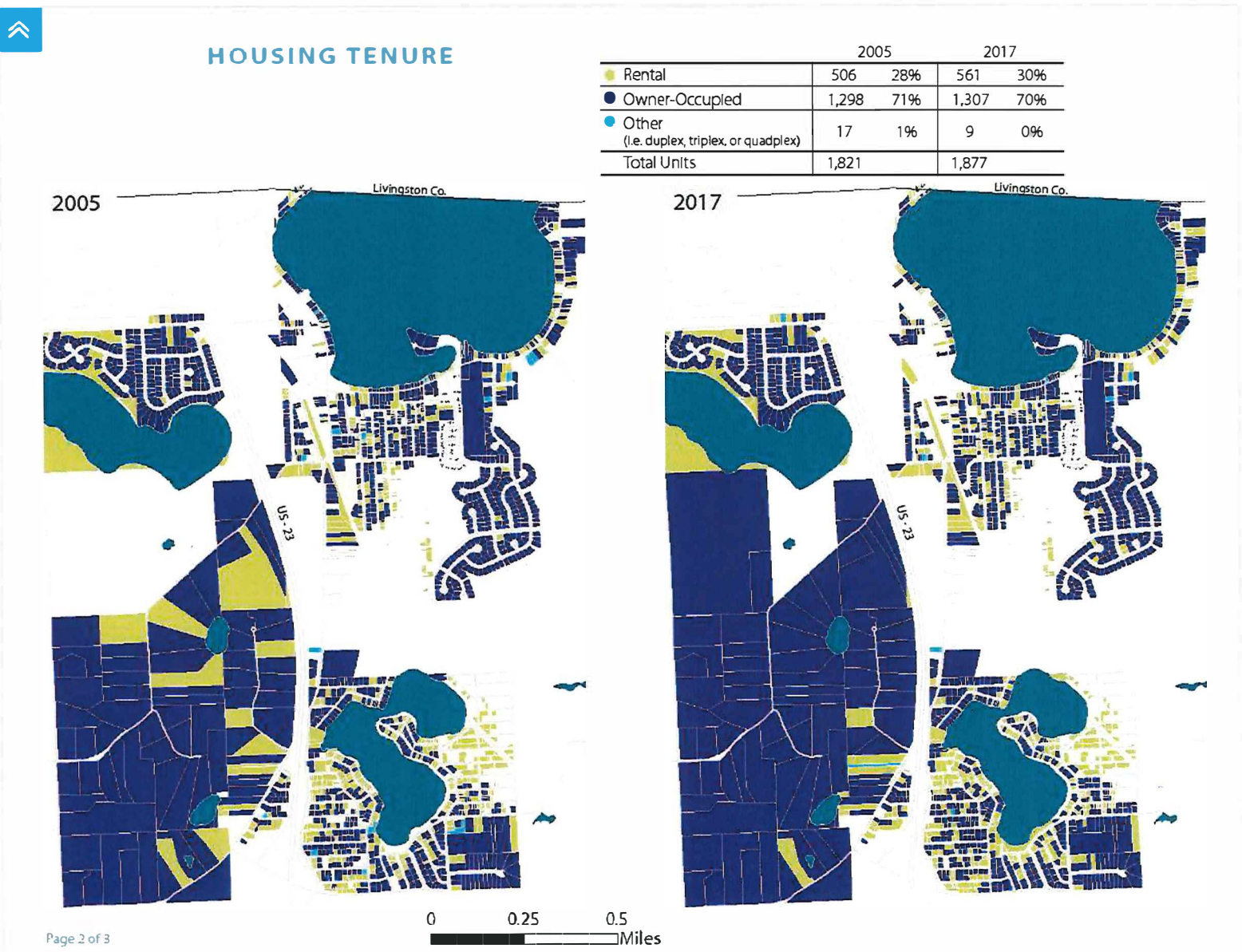
Washtenaw County reaffirmed its offer to assist communities who may not have the staff to complete the Local Update of Census Addresses (LUCA) Program. Northfield Township has asked for their assistance.

### **Washtenaw Area Transportation Study**

The Committee has been having difficulty obtaining a quorum to conduct business. However, those who attend are able to take advantage of the networking opportunities. Of interest, I am working with Suzanne Flowers to get user counts on the non-motorized path as soon as the US 23 construction is completed and not a hindrance. Also, MDOT is planning a 200-car park and ride lot at 8 Mile and US 23 to be built in 2018. A high-end coach bus route is being explored to connect the site to downtown Ann Arbor.

FIGURE 10\_WHITMRE LAKE PROFILE



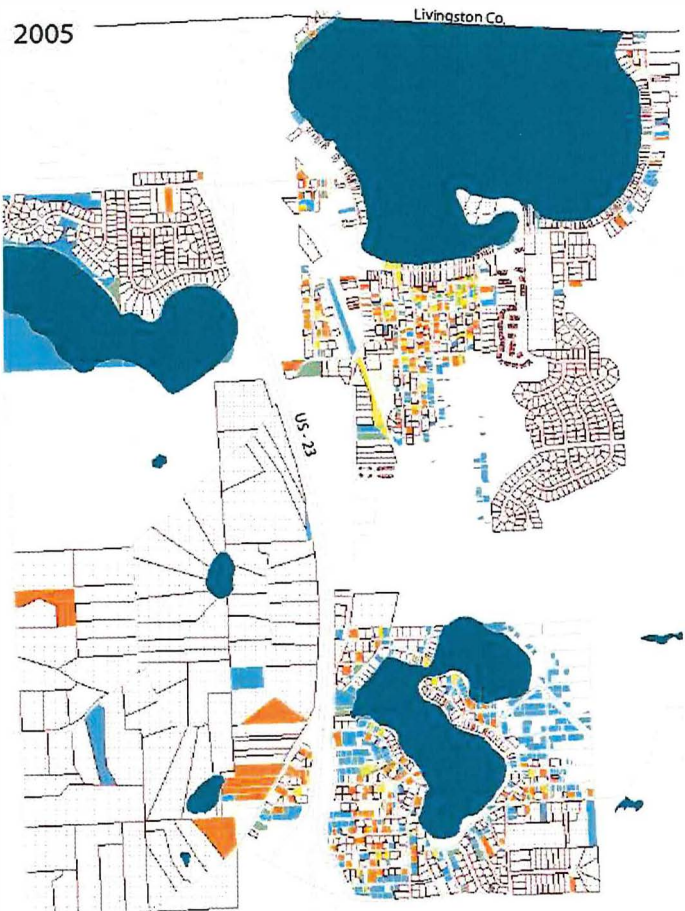




## HOUSING VALUE

Housing Value maps show the State Equalized Value (SEV).  
Double the SEV and get an estimation of the housing value.  
Sources: Washtenaw County GIS; Washtenaw County Equalization

2005

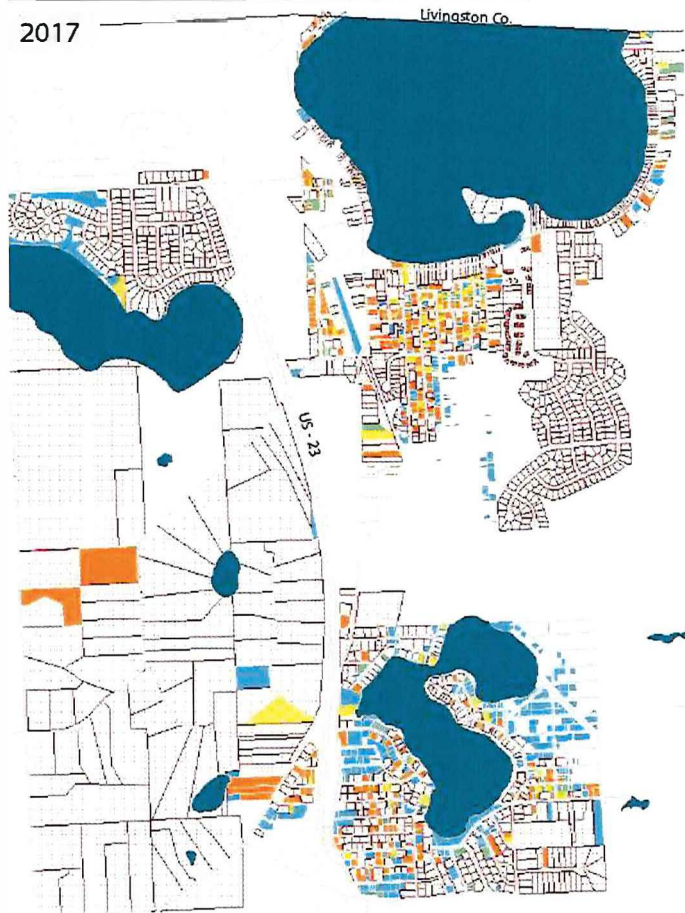


Page 3 of 3

0 0.25 0.5  
Miles

	2005		2017	
• < \$25,000	387	21%	367	20%
• \$25,000 - \$35,000	27	1%	34	2%
• \$35,000 - \$45,000	54	3%	61	3%
• \$45,000 - \$65,000	217	12%	265	14%
• > \$65,000	1,138	62%	1,148	61%
Total Units	1,823		1,875	

2017



### **Agenda Items**

#### **Item 2. TetraTech "Smart Rate Study" Proposal**

This was previously discussed by the Board, but that was before the SAW Grant approval was announced. As a condition of the Grant, a rate study is required. I would recommend that the Board authorize TetraTech to proceed with this work as soon as possible. Until the SAW grant is completed, the Township is not in a position to finance the needed construction of a storm water retention Tank at the Plant. This may interfere with further improvement in the Township including development of new buildings discussed in the Master Plan and projects in the Downtown.

### **Other Items for Information**

#### **County Health Department Grant**

All items have been ordered that the Township is purchasing with these grant funds. Most have been received including picnic tables, Community Center purchases, and the water well pump for the Community Garden.

#### **NPDES Permit**

The 2016 Northfield Township NPDES Stormwater Report has been submitted to the State.

#### **County Road Commission**

The work to complete East Shore Road started this week. The work is expected to be completed by Wednesday, October 11 weather permitting.

#### **New Technical Center Opens in Northfield Township**

Arvin Sango Inc. held their Grand Opening Ceremony on Monday, October 2 at their facility on North Territorial Road East of U.S. 23. Additional equipment is expected to be installed. The building is also constructed so that it can be further expanded as additional area is needed.

#### **County Environmental Clean-up Event is scheduled for Saturday, Oct. 14, 2017**

The Event will be held at Eastern Michigan University at the parking lot across the street from Ryneerson Stadium at 799 N. Hewitt, Ypsilanti, MI. For more information call 734-222-3810.

#### **Township Reviewing Web Site to Improve Communication**

If you have any suggestions for ways to improve the Township's Web Site, please send e-mailed comments to [ayness@northfieldmi.gov](mailto:ayness@northfieldmi.gov) The Township is reviewing content and presentation in order to make it easier for citizens to access information and to make comments.

TO: Northfield Township Board

FROM: Steve Aynes, Township Manager

RE: SAW Grant

DATE: October 5, 2017

Attached is a copy of the notification letter received from MDEQ. The final grant award and agreement is expected to be received in December. The Board will need to authorize the Township Manager to sign the necessary documents.

The Project Name is "Wastewater Asset Management Plan". The grant expenditures authorized are show on the second page. The total is \$ 595,385. The local match is 10 % or \$ 59,538 for a net grant of \$ 535,847. The State will allow past expenditures and in kind services to provide the local match.

Among the tasks required by the grant is an asset management plan which must include the development of a funding structure and rate methodology that provides sufficient resources to implement the asset management plan. In other words, a new rate study will need to be completed that builds on the Board's decision on August 15, 2017 to increase the hook up fee up to \$ 5,973.00. It will also evaluate the existing rate structure for the regular sewer rates.



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF ENVIRONMENTAL QUALITY  
LANSING



C. HEIDI GRETHER  
DIRECTOR

September 8, 2017

Mr. Steven Aynes, Township Supervisor  
Northfield Township  
8350 Main Street  
Whitmore Lake, Michigan 48189

Dear Mr. Aynes:

SUBJECT: Notice of Grant Application Approval  
Northfield Township  
Wastewater Asset Management Plan  
SAW Grant Project Number 1277-01

The Michigan Department of Environmental Quality (DEQ), pursuant to Parts 52 and 53, Clean Water Assistance, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (NREPA), has reviewed your Stormwater, Asset Management, and Wastewater (SAW) Grant Application received on December 2, 2013, and determined that the application is administratively complete. The DEQ has determined that Northfield Township is eligible to receive grant assistance as provided by Part 5204(4)(b), of the amended NREPA and hereby approves the application. Exhibit A, attached, identifies the DEQ approved grant amount along with the approved project scope, budget items with approved project costs, effective grant period (start/end dates), and ineligible services, if any.

By copy of this letter, we are requesting the Michigan Finance Authority (MFA), who will also receive a copy of your SAW Grant Application, to prepare a grant agreement for the amount stated in the attached exhibit for signature under the provisions set forth in Part 5204(4)(b), of the NREPA, as amended.

You may anticipate the grant award in December 2017. Should you have any questions about this project, please contact the project manager, Debra Foye, by phone at 517-284-5407, e-mail at [FoyeD@michigan.gov](mailto:FoyeD@michigan.gov), or by mail at DEQ, P.O. Box 30241, Lansing, Michigan 48909-7741, or you may contact me.

Sincerely,

Sonya T. Butler, Section Manager  
Revolving Loan Section  
Drinking Water and Municipal Assistance Division  
517-284-5433

Attachment

cc/att: Ms. Mary G. Martin, Executive Director, MFA (w/copy of SAW Grant Application)  
Mr. Brian Rubel, Tetra Tech, Ann Arbor  
Mr. Alan J. Lambert, Assistant Attorney General, Office of Attorney General  
Mr. Brent Bodnar, DEQ-WRD, Lansing District Office  
Ms. Debra Foye and Ms. Debbie Martinson, DEQ-DWMAD

# Northfield Township



## Wastewater Asset Management Plan and SAW Grant

1

### Wastewater System – Northfield Twp's Most Valuable Asset

- WWTP (1.3 mgd capacity)
- 15 pump stations
- 236,000 feet of sewer line
- Value = \$40 to \$60 million



## Agenda

1. Northfield Twp. Wastewater System
2. Asset Management Requirement
3. Asset Management Overview
4. Approximate Budget
5. Schedule and Funding

3



## Asset Management Plan

- Promoted by EPA to encourage preventative maintenance and less reactive repairs
- NPDES (WWTP Discharge) permit requires development of an asset management plan
- Ensures an objective Capital Improvement Plan is developed
- Low interest loan requirement



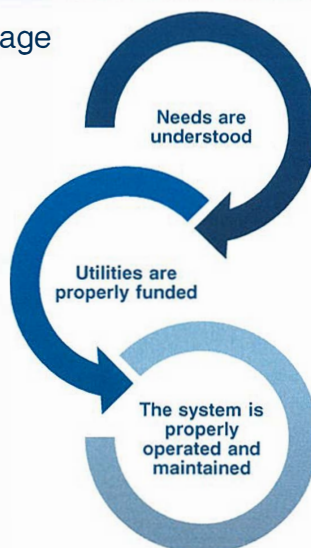
## Asset Management Plan (continued)

- Well maintained system assists in preventing basement backups and defending against backup claims



## Asset Management Plan (continued)

- The goal is to manage WWTP and sewer systems so that...



## Asset Management Plan Components

- Staffing level evaluation
- Collection system map
- Inventory and assessment
  - Inventory (how many, where)
  - Condition Assessment (what condition)
- Capital Improvement Plan
- Rate update
- Annual and final reports



## Holistic Asset Management Plan Approach

### Community Input – Existing and Newly Acquired Information:

- Utility Maintenance Records and Inspections
- Useful Life Assessments
- Operator Observations
- Consequence of Failure Observation
- Monitoring (water quality & flow rate)

### Community Tools:

- GIS
- Asset Mgmt. Software
- Capacity Computer Models

### Optional Analyses:

- Treatment Evaluations
- Energy Optimizations
- Master Planning

### Asset Mgmt. Plan

### SmartRate:

- Utility Rate Studies

### Capital Improvement Plan

8



## Business Risk Prioritization

- What is consequence of failure (COF)?
- What is probability of failure (POF)?
- Business Risk = COF x POF



## Asset Management Approximate Costs

• Staffing level evaluation	<del>\$2,000</del>	✓
• Collection system map	<del>\$5,000 - \$10,000</del>	✓
• Inventory and assessment	\$270,000 - 370,000	
• Rate update	\$10,000 - \$15,000	
• Annual and final reports	\$25,000 - \$50,000	
• GIS (optional)	\$20,000 to \$40,000	
• Flow metering/modeling (optional)	\$100,000 to \$150,000	
<b>TOTAL</b>	<b>\$322,000 to \$637,000</b>	



## Schedule and Funding

- NPDES permit required plan completion by **2015**
- Tetra Tech and Northfield Township petitioned for an extension until 2020
- Tetra Tech prepared inventory forms that the Township has been using since 2014 for a headstart



## Funding

- SAW = Stormwater - Asset Management – Wastewater
- SAW Grant administered by MDEQ
- Grant has a 10% match, which may be in-kind services
- Tetra Tech identified SAW Grant opportunity in 2013



## Funding (continued)

- Tetra Tech completed application in November 2013 at no cost to Northfield Township
- In November 2013, Northfield Board of Trustees unanimously approved grant application for \$595,383
- MDEQ awards grants to 100 communities/year
- Northfield will be awarded grant in October 2017





**TETRA TECH**

July 13, 2017

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

**Re: Northfield Township, Michigan  
Update of Wastewater Cost of Service "SmartRate" Study**

Dear Ms. Chockley:

Tetra Tech has appreciated the opportunity to serve Northfield Township since the 1960s. One of the many services we have completed is cost of service (i.e. rate studies) for the wastewater utility. A rate study was last completed in April 2014.

To Tetra Tech's understanding, the Township last raised sewer rates in 2014. It is prudent to periodically complete a rate study to confirm the utility's revenues are keeping pace with the utility's costs and adjust rates accordingly.

There are also growth requests occurring from areas within the Township planned for growth. These requests may necessitate capital improvements to the system. The rate study can be completed with alternative budgets to better understand the impact of potential capital improvements upon connection fees and rates.

Tetra Tech has prepared this proposal to update the 2014 rate study to account for current costs and to better understand the impact of potential improvements upon rates and fees.

## **INTRODUCTION**

The Wastewater Cost of Service Study will address the following items:

1. Calculate wastewater rates and new-customer connection fees to comply with the intent of the proportionality test guidance given in the December 1998 Michigan Supreme Court decision *Bolt v. City of Lansing* ("Bolt").
2. Develop a method to calculate an annual contribution to a dedicated equipment replacement fund to comply with Michigan Department of Environmental Quality (MDEQ) requirements.
3. Project rates and connection fees for a five-year period.

## **SCOPE OF SERVICES**

We propose to perform the following tasks for the Township:

### **Task 1: Data Collection**

We request that Township staff provide us with the following data. In some cases we will request that Township staff review tables of data we prepared previously for ease of update.



## TETRA TECH

- Audited end of year unrestricted and restricted wastewater fund balances for the last two fiscal years.
- Audited wastewater operation and maintenance (O&M) and capital budgets for the last two fiscal years.
- Audited wastewater system revenues for the last two fiscal years.
- Wastewater O&M and capital budgets for the upcoming fiscal year.
- Wastewater capital improvement plan (CIP) for the next five years.
- List of major equipment items in the wastewater collection, treatment and disposal systems. The list should include the year the item was installed and the cost of the item. The Township's estimate of the remaining useful life of the equipment will also be needed. Major equipment items include such things as:
  - Pumps
  - Chemical Feed Equipment
  - Emergency Generators
  - Vehicles
- Current wastewater bond principal and interest repayment schedules.
- Proposed wastewater bond principal and interest repayment schedules.
- Asset value tabulation (wastewater asset description, year of construction and useful life).
- Contributions to the wastewater fund from sources other than wastewater rates and charges.
- Number of REUs billed per year for the last two fiscal years.
- Projected REU growth rate.
- Billable wastewater flow of each metered customer for the last two fiscal years, by bill.
- Number and type (residential, commercial, institutional, or industrial) of non-metered wastewater customers.
- Wastewater treatment plant influent loadings, in pounds per month, for the last fiscal year for Biochemical Oxygen Demand, Suspended Solids, Phosphorus and Ammonia.

### **Task 2: Data Review and Clarification**

We will review the data collected under Task 1 and request additional data and clarification from Township staff as needed.

### **Task 3: Prepare Draft Wastewater Cost of Service Study**

Once all of the necessary data has been supplied as given in Tasks 1 and 2, Tetra Tech will prepare the Wastewater Cost of Service and System Development Charge (connection fee) Study. The study will include a hardcopy of the "SmartRate" linked financial spreadsheets.

We will include a maximum of four alternative rate and connection fee schedules based on four alternative capital improvement implementation scenarios that the Township may be considering.



## TETRA TECH

Our report will summarize sewer rates and connection fees in use by 5 to 10 peer communities in southeastern Michigan.

### **Task 4: Review Draft Wastewater Cost of Service Study with Township Staff**

We meet with Township staff to present our draft of the Wastewater Cost of Service Study. Comments will be discussed in order to address them in the final Wastewater Cost of Service Study.

### **Task 5: Revise Draft Study and Prepare Final Wastewater Cost of Service Study**

The draft study will be revised to incorporate the comments obtained in Task 4. We will then prepare the final Wastewater Cost of Service Study.

### **Task 6: Presentation to the Township Board**

Tetra Tech will present the results of the study in a PowerPoint and Excel presentation to the Township Board.

## **SCHEDULE**

We will deliver the draft Wastewater Cost of Service study within one month of our receipt of all required data.

## **TASKS NOT INCLUDED IN THIS PROPOSAL**

The following tasks are specifically not included in this proposal:

- Wastewater Ordinance Review.
- Preparation of a User Charge System for submittal to the MDEQ.
- Any meetings or presentations sessions beyond the number included in this proposal.
- Training in the use of the Excel spreadsheets.
- Additional rate and connection fee scenarios beyond the maximum of four such scenarios included in this proposal.

## **COMPENSATION**

Compensation for our personnel for the scope of work included in this proposal will be a lump sum of \$10,500.

It is Tetra Tech's opinion that this study can be reimbursed from the Stormwater – Asset Management-Wastewater (SAW) grant that is expected in November 2017 and was procured by Tetra Tech's efforts.

If you concur with our proposal, please sign in the space provided and return one original signed copy to indicate your authorization to proceed. Our Standard Terms and Conditions are attached and are considered an integral part of this proposal.



**TETRA TECH**

We appreciate this opportunity to be of continued service to Northfield Township, and look forward to helping you achieve your goals. Please contact me at (734) 213-4063 if you have any questions regarding this proposal.

Sincerely,

Brian Rubel, P.E.  
Vice President

Vic Cooperwasser, P.E.  
Senior Project Manager

**PROPOSAL ACCEPTED BY:** \_\_\_\_\_

**TITLE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_



## Tetra Tech of Michigan, PC

### Engineering Services Standard Terms & Conditions

**Services** Consultant will perform services for the Project as set forth in Attachment A and in accordance with these Terms & Conditions. Consultant has developed the Project scope of service, schedule, and compensation based on available information and various assumptions. The Client acknowledges that adjustments to the schedule and compensation may be necessary based on the actual circumstances encountered by Consultant in performing their services. Consultant is authorized to proceed with services upon receipt of an executed Agreement.

**Compensation** In consideration of the services performed by Consultant, the Client shall pay Consultant in the manner set forth above. The parties acknowledge that terms of compensation are based on an orderly and continuous progress of the Project. Compensation shall be equitably adjusted for delays or extensions of time beyond the control of Consultant. Where total project compensation has been separately identified for various tasks, Consultant may adjust the amounts allocated between tasks as the work progresses so long as the total compensation amount for the project is not exceeded.

**Fee Definitions** The following fee types shall apply to methods of payment:

- **Salary Cost** is defined as the individual's base salary plus customary and statutory benefits. Statutory benefits shall be as prescribed by law and customary benefits shall be as established by Consultant employment policy.
- **Cost Plus** is defined as the individual's base salary plus actual overhead plus professional fee. Overhead shall include customary and statutory benefits, administrative expense, and non-project operating costs.
- **Lump Sum** is defined as a fixed price amount for the scope of services described.
- **Standard Rates** is defined as individual time multiplied by standard billing rates for that individual.
- **Subcontracted Services** are defined as Project-related services provided by other parties to Consultant.
- **Reimbursable Expenses** are defined as actual expenses incurred in connection with the Project.

**Payment Terms** Consultant shall submit invoices at least once per month for services performed and Client shall pay the full invoice amount within 30 days of the invoice date. Invoices will be considered correct if not questioned in writing within 10 days of the invoice date. Client payment to Consultant is not contingent on arrangement of project financing or receipt of funds from a third party. In the event the Client disputes the invoice or any portion thereof, the undisputed portion shall be paid to Consultant based on terms of this Agreement. Invoices not in dispute and unpaid after 30 days shall accrue interest at the rate of one and one-half percent per month (or the maximum percentage allowed by law, whichever is the lesser). Invoice payment delayed beyond 60 days shall give Consultant the right to stop work until payments are current. Non-payment beyond 70 days shall be just cause for termination by Consultant.

**Additional Services** The Client and Consultant acknowledge that additional services may be necessary for the Project to address issues that may not be known at Project initiation or that may be required to address circumstances that were not foreseen. In that event, Consultant shall notify the Client of the need for additional services and the Client shall pay for such additional services in an amount and manner as the parties may subsequently agree.

**Site Access** The Client shall obtain all necessary approvals for Consultant to access the Project site(s).

**Underground Facilities** Consultant and/or its authorized subcontractor will conduct research and perform site reconnaissance in an effort to discover the location of existing underground facilities prior to developing boring plans, conducting borings, or undertaking invasive subsurface investigations. Client recognizes that accurate drawings or knowledge of the location of such facilities may not exist, or that research may reveal as-built drawings or other documents that may inaccurately show, or not show, the location of existing underground facilities. In such events, except for the sole negligence, willful misconduct, or practice not conforming to the Standard of Care cited in this Agreement, Client agrees to indemnify and hold Consultant and/or its Subcontractor harmless from any and all property damage, injury, or economic loss arising or allegedly arising from borings or other subsurface penetrations.

**Regulated Wastes** Client is responsible for the disposal of all regulated wastes generated as a result of services provided under this Agreement. Consultant and Client mutually agree that Consultant assumes no responsibility for the waste or disposal thereof.

**Contractor Selection** Consultant may make recommendations concerning award of construction contracts and products. The Client acknowledges that the final selection of construction contractors and products is the Client's sole responsibility.

**Ownership of Documents** Drawings, specifications, reports, programs, manuals, or other documents, including all documents on electronic media, prepared under this Agreement are instruments of service and are, and shall remain, the property of Consultant. Record documents of service shall be based on the printed copy. Consultant will retain all common law, statutory, and other reserved rights, including the copyright thereto. Consultant will furnish documents electronically; however, the Client releases Consultant from any liability that may result from documents used in this form. Consultant shall not be held liable for reuse of documents or modifications thereof by the Client or its representatives for any purpose other than the original intent of this Agreement, without written authorization of and appropriate compensation to Consultant.

**Standard of Care** Services provided by Consultant under this Agreement will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances. Consultant makes no warranty or guaranty, either express or implied. Consultant will not be liable for the cost of any omission that adds value to the Project.

**Period of Service** This Agreement shall remain in force until completion and acceptance of the services or until terminated by mutual agreement. Consultant shall perform the services for the Project in a timely manner consistent with sound professional practice. Consultant will strive to perform its services according to the Project schedule set forth in the provisions for Scope of Work/Fee/Schedule in Attachment A. The services of each task shall be considered complete when deliverables for the task have been presented to the Client. Consultant shall be entitled to an extension of time and compensation adjustment for any delay beyond Consultant control.

**Insurance and Liability** Consultant shall maintain the following insurance and coverage limits during the period of service. The Client will be named as an additional insured on the Commercial General Liability and Automobile Liability insurance policies.

Worker's Compensation – as required by applicable state statute

Commercial General Liability - \$1,000,000 per occurrence for bodily injury, including death and property damage, and \$2,000,000 in the aggregate

Automobile Liability - \$1,000,000 combined single limit for bodily injury and property damage

Professional Liability (E&O) - \$1,000,000 each claim and in the aggregate

The Client shall make arrangements for Builder's Risk, Protective Liability, Pollution Prevention, and other specific insurance coverage warranted for the Project in amounts appropriate to the Project value and risks. Consultant shall be a named insured on those policies where Consultant may be at risk. The Client shall obtain the counsel of others in setting insurance limits for construction contracts.

**Indemnification** Consultant shall indemnify and hold harmless the Client and its employees from any liability, settlements, loss, or costs (including reasonable attorneys' fees and costs of defense) to the extent caused solely by the negligent act, error, or omission of Consultant in the performance of services under this Agreement. If such damage results in part by the negligence of another party, Consultant shall be liable only to the extent of Consultant's proportional negligence.

**Dispute Resolution** The Client and Consultant agree that they shall diligently pursue resolution of all disagreements within 45 days of either party's written notice using a mutually acceptable form of mediated dispute resolution prior to exercising their rights under law. Consultant shall continue to perform services for the Project and the Client shall pay for such services during the dispute resolution process unless the Client issues a written notice to suspend work. Causes of action between the parties to this Agreement shall be deemed to have accrued and the applicable statutes of repose and/or limitation shall commence not later than the date of substantial completion.

**Suspension of Work** The Client may suspend services performed by Consultant with cause upon fourteen (14) days written notice. Consultant shall submit an invoice for services performed up to the effective date of the work suspension and the Client shall pay Consultant all outstanding invoices within fourteen (14) days. If the work suspension exceeds thirty (30) days from the effective work suspension date, Consultant shall be entitled to renegotiate the Project schedule and the compensation terms for the Project.

**Termination** The Client or Consultant may terminate services on the Project upon seven (7) days written notice without cause or in the event of substantial failure by the other party to fulfill its obligations of the terms hereunder. Consultant shall submit an invoice for services performed up to the effective date of termination and the Client shall pay Consultant all outstanding invoices, together with all costs arising out of such termination, within fourteen (14) days. The Client may withhold an amount for services that may be in dispute provided that the Client furnishes a written notice of the basis for their dispute and that the amount withheld represents a reasonable value.

**Authorized Representative** The Project Manager assigned to the Project by Consultant is authorized to make decisions or commitments related to the project on behalf of Consultant. Only authorized representatives of Consultant are authorized to execute contracts and/or work orders on behalf of Consultant. The Client shall designate a representative with similar authority. Email messages between Client and members of the project team shall not be construed as an actual or proposed contractual amendment of the services, compensation or payment terms of the Agreement.

**Project Requirements** The Client shall confirm the objectives, requirements, constraints, and criteria for the Project at its inception. If the Client has established design standards, they shall be furnished to Consultant at Project inception. Consultant will review the Client design standards and may recommend alternate standards considering the standard of care provision.

**Independent Consultant** Consultant is and shall be at all times during the term of this Agreement an independent consultant and not an employee or agent of the Client. Consultant shall retain control over the means and methods used in performing Consultant's services and may retain subconsultants to perform certain services as determined by Consultant.

**Compliance with Laws** Consultant shall perform its services consistent with sound professional practice and endeavor to incorporate laws, regulations, codes, and standards applicable at the time the work is performed. In the event that standards of practice change during the Project, Consultant shall be entitled to additional compensation where additional services are needed to conform to the standard of practice.

**Permits and Approvals** Consultant will assist the Client in preparing applications and supporting documents for the Client to secure permits and approvals from agencies having jurisdiction over the Project. The Client agrees to pay all application and review fees.

**Limitation of Liability** In recognition of the relative risks and benefits of the project to both the Client and Consultant, the risks have been allocated such that the Client agrees, to the fullest extent permitted by law, to limit the liability of Consultant and its subconsultants to the Client and to all construction contractors and subcontractors on the project for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, so that the total aggregate liability of Consultant and its subconsultants to all those named shall not exceed \$50,000 or the amount of Consultant's total fee paid by the Client for services under this Agreement, whichever is the greater. Such claims and causes include, but are not limited to negligence, professional errors or omissions, strict liability, breach of contract or warranty.

**Consequential Damages** Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, neither the Client nor Consultant, their respective officers, directors, partners, employees, contractors or subconsultants shall be liable to the other or shall make any claim for any incidental, indirect or consequential damages arising out of or connected in any way to the project or to this Agreement. This mutual waiver of consequential damages shall include, but is not limited to, loss of use, loss of profit, loss of business, loss of income, loss of reputation or any other consequential damages that either party may have incurred from any cause of action including negligence, strict liability, breach of contract and breach of strict or implied warranty. Both the Client and Consultant shall require similar waivers of consequential damages protecting all the entities or persons named herein in all contracts and subcontracts with others involved in this project or with this Agreement.

**Waiver of Subrogation** Consultant shall endeavor to obtain a waiver of subrogation against the Client, if requested in writing by the Client, provided that Consultant will not increase its exposure to risk and Client will pay the cost associated with any premium increase or special fees.

**Environmental Matters** The Client warrants that they have disclosed all potential hazardous materials that may be encountered on the Project. In the event unknown hazardous materials are encountered, Consultant shall be entitled to additional compensation for appropriate actions to protect the health and safety of its personnel, and for additional services required to comply with applicable laws. The Client shall indemnify Consultant from any claim related to hazardous materials encountered on the Project except for those events caused by negligent acts of Consultant.

**Cost Opinions** Consultant shall prepare cost opinions for the Project based on historical information that represents the judgment of a qualified professional. The Client and Consultant acknowledge that actual costs may vary from the cost opinions prepared and that Consultant offers no guarantee related to the Project cost.

**Contingency Fund** The Client acknowledges the potential for changes in the work during construction and the Client agrees to include a contingency fund in the Project budget appropriate to the potential risks and uncertainties associated with the Project. Consultant may offer advice concerning the value of the contingency fund; however, Consultant shall not be liable for additional costs that the Client may incur beyond the contingency fund they select unless such additional cost results from a negligent act, error, or omission related to services performed by Consultant.

**Safety** Consultant shall be responsible solely for the safety precautions or programs of its employees and no other party.

**Information from Other Parties** The Client and Consultant acknowledge that Consultant will rely on information furnished by other parties in performing its services under the Project. Consultant shall not be liable for any damages that may be incurred by the Client in the use of third party information.

**Force Majeure** Consultant shall not be liable for any damages caused by any delay that is beyond Consultant's reasonable control, including but not limited to unavoidable delays that may result from any acts of God, strikes, lockouts, wars, acts of terrorism, riots, acts of governmental authorities, extraordinary weather conditions or other natural catastrophes, or any other cause beyond the reasonable control or contemplation of either party.

**Waiver of Rights** The failure of either party to enforce any provision of these terms and conditions shall not constitute a waiver of such provision nor diminish the right of either party to the remedies of such provision.

**Warranty** Consultant warrants that it will deliver services under the Agreement within the standard of care. No other expressed or implied warranty is provided by Consultant.

**Severability** Any provision of these terms later held to be unenforceable shall be deemed void and all remaining provisions shall continue in full force and effect. In such event, the Client and Consultant will work in good faith to replace an invalid provision with one that is valid with as close to the original meaning as possible.

**Survival** All obligations arising prior to the termination of this Agreement and all provisions of these terms that allocate responsibility or liability between the Client and Consultant shall survive the completion or termination of services for the Project.

**Assignments** Neither party shall assign its rights, interests, or obligations under the Agreement without the express written consent of the other party.

**Governing Law** The terms of Agreement shall be governed by the laws of the state where the services are performed provided that nothing contained herein shall be interpreted in such a manner as to render it unenforceable under the laws of the state in which the Project resides.

**Collection Costs** In the event that legal action is necessary to enforce the payment provisions of this Agreement if Client fails to make payment within sixty (60) days of the invoice date, Consultant shall be entitled to collect from the Client any judgment or settlement sums due, reasonable attorneys' fees, court costs, and expenses incurred by Consultant in connection therewith and, in addition, the reasonable value of Consultant's time and expenses spent in connection with such collection action, computed at Consultant's prevailing fee schedule and expense policies.

**Equal Employment Opportunity** Consultant will comply with federal regulations pertaining to Equal Employment Opportunity. Consultant is in compliance with applicable local, state, and federal regulations concerning minority hiring. It is Consultant's policy to ensure that applicants and employees are treated equally without regard to race, creed, sex, color, religion, veteran status, ancestry, citizenship status, national origin, marital status, sexual orientation, or disability. Consultant expressly assures all employees, applicants for employment, and the community of its continuous commitment to equal opportunity and fair employment practices.

**Attorney Fees** Should there be any suit or action instituted to enforce any right granted in this contract, the substantially prevailing party shall be entitled to recover its costs, disbursements, and reasonable attorney fees from the other party. The party that is awarded a net recovery against the other party shall be deemed the substantially prevailing party unless such other party has previously made a bona fide offer of payment in settlement and the amount of recovery is the same or less than the amount offered in settlement. Reasonable attorney fees may be recovered regardless of the forum in which the dispute is heard, including an appeal.

**Third Party Beneficiaries** Nothing in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or the Consultant. The Consultant's services under this Agreement are being performed solely for the Client's benefit, and no other entity shall have any claim against the Consultant because of this Agreement or the performance or nonperformance of services hereunder. The Client agrees to include a provision in all contracts with contractors and other entities involved in this project to carry out the intent of this paragraph.

**Lien Rights** Consultant may file a lien against the Client's property in the event that the Client does not make payment within the time prescribed in this Agreement. The Client agrees that services by Consultant are considered property improvements and the Client waives the right to any legal defense to the contrary.

**Captions** The captions herein are for convenience only and are not to be construed as part of this Agreement, nor shall the same be construed as defining or limiting in any way the scope or intent of the provisions hereof.

# NORTHFIELD TOWNSHIP

---

## MEMO

**To:** Northfield Township Board  
**From:** Jennifer Carlisle  
**Date:** 10/5/2017  
**Re:** Snow Removal Bids

---

Dear Township Board,

We received 5 bids for snow removal services. In your packet, I have included a copy of the bid form as well as a spreadsheet of the bids received.

- Pages 1-5 are the bid form
- Page 6 is the first page of the spreadsheet. On this page are the bids for parking lot plowing and salting, referring back to page 1 of the bid form
- Page 7 is the second page of the spreadsheet. This page has the bids for sidewalk clearing and salting, referring to page 2 of the bid form.
- Page 8 is the Totals page. Per Occurrence Totals show the totals from pages 6 & 7 – what we would pay on a per push basis. Per Season Pricing option numbers are also provided. This would be one price to be paid up front, which would not change with more or less snowfall. At the bottom, I did include what we paid for snow removal last year, however please keep in mind that last year there was very little snow, and we had less sidewalks to be cleared.

The low bid is MMPW Services/Unique LLC. I did verify that these are the correct bid numbers. I have not had a chance to contact their references. I spoke to Chief, and he and I would recommend accepting the MMPW Services/Unique LLC bid pending acceptable references. The board also needs to decide if they would like to accept the Per Push bid or the Season Pricing, and if this would be a 1 year, 2 year or 3 year contract.

Sincerely,

Jennifer Carlisle  
Administrative Assistant

**BID FOR SNOW REMOVAL SERVICE**  
**NORTHFIELD TOWNSHIP 2017-2018**

**PARKING LOTS - SNOW PLOWING & SALTING\***

<b>PRICING FOR:</b>	<b>1 yr Contract</b>	<b>2 yr Contract</b>	<b>3yr Contract</b>
---------------------	----------------------	----------------------	---------------------

**Public Safety Building**

8350 Main St., Whitmore Lake (front and back parking lots, and fire department drive)

Plowing	\$_____ per push	\$_____ per push	\$_____ per push
Salt – per application	\$_____ per app.	\$_____ per app.	\$_____ per app.

**Community Center & Adjacent Lot**

9101 Main St., Whitmore Lake (parking lot & vacant lot (grass) immediately North of the Com Center - used for parking)

Plowing	\$_____ per push	\$_____ per push	\$_____ per push
Salt – per application	\$_____ per app.	\$_____ per app.	\$_____ per app.

**Old Township Hall**

75 Barker Rd., Whitmore Lake (parking lot)

Plowing	\$_____ per push	\$_____ per push	\$_____ per push
Salt – per application	\$_____ per app.	\$_____ per app.	\$_____ per app.

**Fire Station #2 - Front**

2727 N. Territorial Rd., Whitmore Lake (Apron in front of bay doors ONLY)

Plowing	\$_____ per push	\$_____ per push	\$_____ per push
Salt – per application	\$_____ per app.	\$_____ per app.	\$_____ per app.

**Fire Station #2 - Rear**

2727 N. Territorial Rd., Whitmore Lake (the rear will only need to be cleared on occasion, not every snowfall\*)

Plowing	\$_____ per push	\$_____ per push	\$_____ per push
Salt – per application	\$_____ per app.	\$_____ per app.	\$_____ per app.

**\*Plowing schedule To Be Determined by Public Safety Director/Township Manager on an as needed basis.  
To be billed monthly.**

# SIDEWALK CLEARING & SALTING

## PRICING FOR:

1 yr Contract

2 yr Contract

3yr Contract

### Public Safety Building

8350 Main St., Whitmore Lake

Shoveling/Clearing	\$_____ per clearing	\$_____ per clearing	\$_____ per clearing
Salt – per application	\$_____ per app.	\$_____ per app.	\$_____ per app.

### Community Center & Adjacent Lot

9101 Main St., Whitmore Lake

Shoveling/Clearing	\$_____ per clearing	\$_____ per clearing	\$_____ per clearing
Salt – per application	\$_____ per app.	\$_____ per app.	\$_____ per app.

### Community Garden

9129 Main St., Whitmore Lake

Shoveling/Clearing	\$_____ per clearing	\$_____ per clearing	\$_____ per clearing
Salt – per application	\$_____ per app.	\$_____ per app.	\$_____ per app.

### Non-Motorized Pathway (see attached Exhibit A)

Plowing/Clearing	\$_____ per clearing	\$_____ per clearing	\$_____ per clearing
Salt – per application	\$_____ per app.	\$_____ per app.	\$_____ per app.

(Bridges are not to be salted – must be blown or brushed)

### North Village/Park Property Sidewalks (see attached Exhibit B)

(between Post Office & Al Dente Pasta, and 3 vacant lot sections)

Shoveling/Clearing	\$_____ per clearing	\$_____ per clearing	\$_____ per clearing
Salt – per application	\$_____ per app.	\$_____ per app.	\$_____ per app.

## Season Price Option

Pricing for the whole season, to be paid up front, that wouldn't change with more or less snowfall – including salt application. (If there is a savings to paying the whole season up front, please indicate approximate percentage saved.)

1 year contract:	\$_____ per Season	_____ percentage saved (if applicable)
2 year contract:	\$_____ per Season	_____ percentage saved (if applicable)
3 year contract:	\$_____ per Season	_____ percentage saved (if applicable)

## Criteria

1. It is imperative that all parking lots be plowed as soon as possible. Emergency vehicles must be given priority. The winning bidder will meet with the Public Safety Director to determine how to best plow to accommodate the emergency vehicles.
2. Sidewalks must be cleaned thoroughly every time. Salt application must be sufficient, but not excessive.
3. There are areas to be cleared all around the Public Safety Building (8350 Main St.) – front, rear, and both sides. Please be sure to include them all in the pricing.
4. Once bids are received, there will be no adjustments allowed. Please provide best pricing at the time of submission.

## Requirements

1. Must own all equipment needed to accomplish the job.
2. Must provide proof of liability insurance showing property damage and public liability coverage in an amount not less than \$1,000,000, showing Northfield Township as additional insured.  
**The proof of insurance must be submitted with your sealed bid.**
3. No less than 3 references from people who have used your services **included with your bid.**
4. **Sealed** bids must be received by the Township Manager by 12:00 pm on **October 4, 2017**. Bids will be considered at the Township's Board of Trustees meeting on October 10, 2017.

=====

If you have any questions, please call (734) 449-2880

### **Send Sealed Bid to:**

Northfield Township Manager  
8350 Main St.  
Whitmore Lake, MI 48189

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

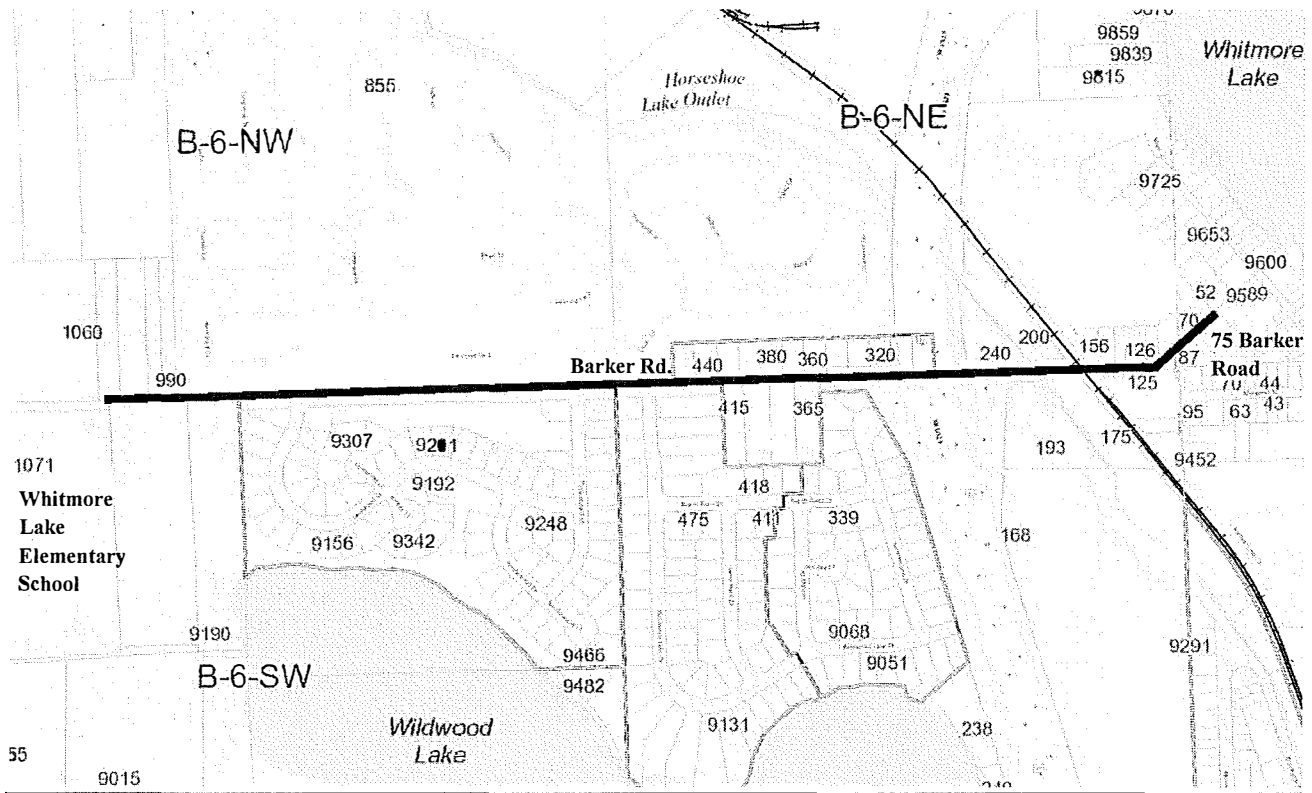
Contact Number: \_\_\_\_\_

Contact Person: \_\_\_\_\_

**DEADLINE: OCTOBER 4, 2017 @ 12:00PM**

## Exhibit A

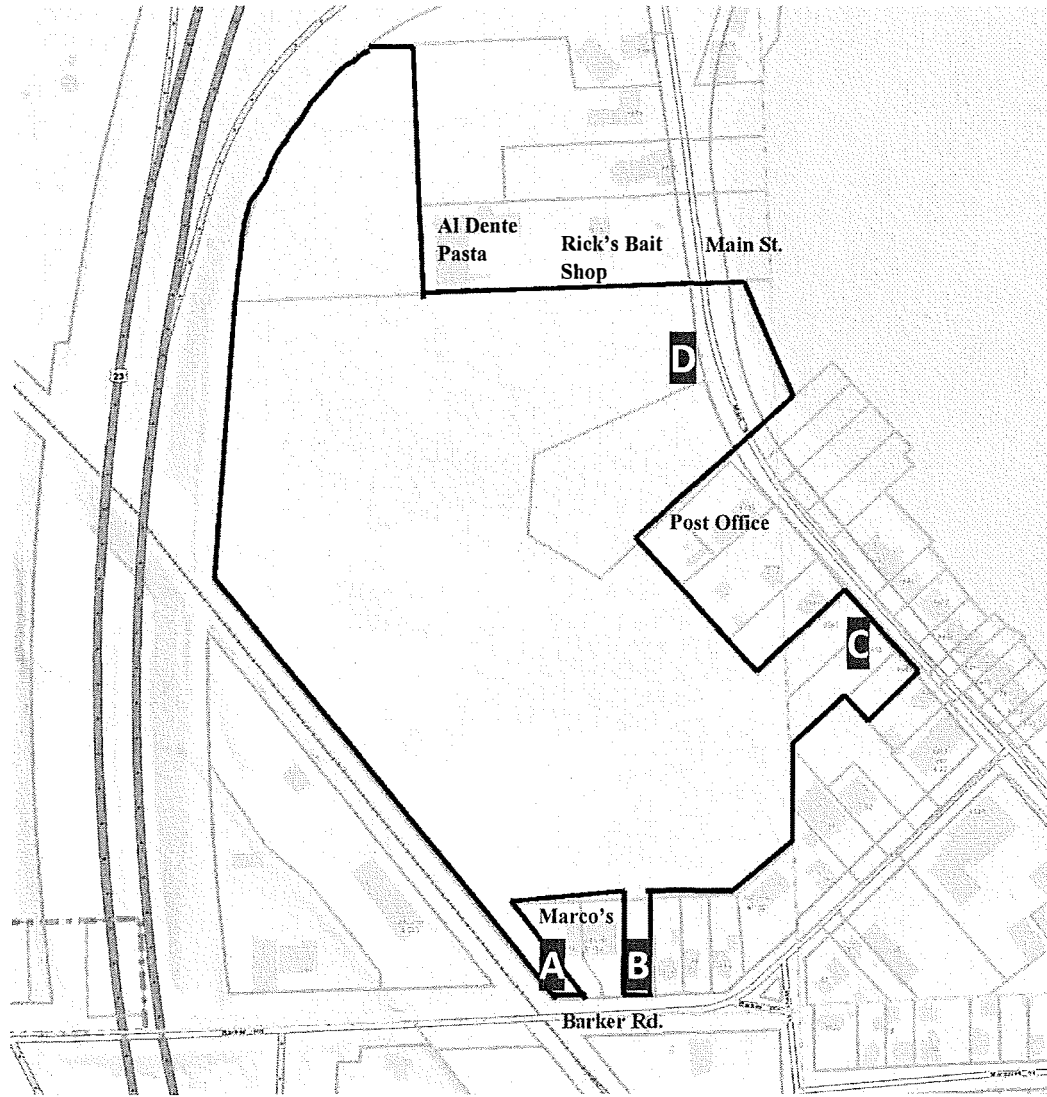
### Non-Motorized Path



10' wide paved path along Barker Rd. from 75 Barker Rd. to the Elementary School      ~1 mile

## Exhibit B

### North Village/Park Property Sidewalks



#### Sidewalk Sections to be cleared

- A – Vacant area between Railroad Tracks & parking lot at Marco's Pizza ~65 ft.
- B – 138 Barker Rd: vacant lot between Marco's Pizza and home at 132 Barker Rd. ~52 ft.
- C – From 9665 Main St. to 9641 Main St. (3 adjacent vacant lots) ~190 ft.
- D – From Post Office to Rick's Bait Shop (vacant lot) ~300 ft.

Snow Plow Bids 2017

Parking Lot Plowing & Salting

Company Name		8350 Main			Com. Ctr. & adjacent lot			75 Barker			Fire Station 2 - Front			Fire Station 2 - Rear		
		1yr	2yr	3yr	1yr	2yr	3yr	1yr	2yr	3yr	1yr	2yr	3yr	1yr	2yr	3yr
Salisbury Landscape Group	Plowing per push	\$310	\$320	\$330	\$65	\$70	\$75	\$65	\$70	\$75	\$50	\$50	\$50	\$100	\$100	\$100
	Salting per app	\$340	\$340	\$340	\$75	\$75	\$75	\$75	\$75	\$75	\$50	\$50	\$50	\$95	\$95	\$95
	TOTALS	\$650	\$660	\$670	\$140	\$145	\$150	\$140	\$145	\$150	\$100	\$100	\$100	\$195	\$195	\$195
Livingston Snow Removal	Plowing per push	\$225	\$225.00	\$225.00	\$60	\$60.00	\$60.00	\$70	\$70.00	\$70.00	\$60	\$60.00	\$60.00	\$80	\$80.00	\$80.00
	Salting per app	\$225	\$225.00	\$225.00	\$60	\$60.00	\$60.00	\$70	\$70.00	\$70.00	\$60	\$60.00	\$60.00	\$80	\$80.00	\$80.00
	TOTALS	\$450	\$450	\$450	\$120	\$120	\$120	\$140	\$140	\$140	\$120	\$120	\$120	\$160	\$160	\$160
Scenic Landscaping	Plowing per push	\$100	\$100	\$100	\$40	\$40	\$40	\$55	\$55	\$55	\$50	\$50	\$50	\$50	\$50	\$50
	Salting per app	\$200	\$200	\$200	\$40	\$40	\$40	\$75	\$75	\$75	\$50	\$50	\$50	\$60	\$60	\$60
	TOTALS	\$300	\$300	\$300	\$80	\$80	\$80	\$130	\$130	\$130	\$100	\$100	\$100	\$110	\$110	\$110
MMPW Services/ Unique LLC	Plowing per push	\$50	\$48.50	\$48.00	\$50	\$48.50	\$48.00	\$50	\$48.50	\$48.00	\$45	\$43.65	\$43.20	\$50	\$48.50	\$48.00
	Salting per app	\$60	\$58.20	\$57.60	\$60	\$58.20	\$57.60	\$60	\$58.20	\$57.60	\$50	\$48.50	\$48.00	\$50	\$48.50	\$48.00
	TOTALS	\$110	\$106.70	\$105.60	\$110	\$106.70	\$105.60	\$110	\$106.70	\$105.60	\$95	\$92.15	\$91.20	\$100	\$97.00	\$96.00
J&M Landscaping	Plowing per push	\$150	\$150	\$150	\$30	\$30	\$30	\$50	\$50	\$50	\$60	\$60	\$60	\$75	\$75	\$75
	Salting per app	\$220	\$220	\$220	\$50	\$50	\$50	\$70	\$70	\$70	\$60	\$60	\$60	\$75	\$75	\$75
	TOTALS	\$370	\$370	\$370	\$80	\$80	\$80	\$120	\$120	\$120	\$120	\$120	\$120	\$150	\$150	\$150

Snow Plow Bids 2017

Sidewalk Shovelling & Salting

Company Name		Public Safety Building			Community Center			Community Garden			Non-Motorized Path			North Village		
		1 yr	2 yr	3 yr	1 yr	2 yr	3 yr	1 yr	2 yr	3 yr	1 yr	2 yr	3 yr	1 yr	2 yr	3 yr
Salisbury Landscape Group	Per Shovel/Clear	\$165	\$170	\$175	\$50	\$50	\$50	\$120	\$125	\$130	\$300	\$315	\$330	\$165	\$165	\$165
	Salting per app	\$165	\$165	\$165	\$45	\$45	\$45	\$90	\$90	\$90	\$200	\$200	\$200	\$90	\$90	\$90
	TOTALS	\$330	\$335	\$340	\$95	\$95	\$95	\$210	\$215	\$220	\$500	\$515	\$530	\$255	\$255	\$255
Livingston Snow Removal	Per Shovel/Clear	\$100	\$100	\$100	\$20	\$20	\$20	\$20	\$20	\$20	\$300	\$300	\$300	\$60	\$60	\$60
	Salting per app	\$100	\$100	\$100	\$20	\$20	\$20	\$20	\$20	\$20	\$300	\$300	\$300	\$60	\$60	\$60
	TOTALS	\$200	\$200	\$200	\$40	\$40	\$40	\$40	\$40	\$40	\$600	\$600	\$600	\$120	\$120	\$120
Scenic Landscaping	Per Shovel/Clear	\$75	\$75	\$75	\$35	\$35	\$35	\$25	\$25	\$25	\$150	\$150	\$150	\$100	\$100	\$100
	Salting per app	\$75	\$75	\$75	\$35	\$35	\$35	\$25	\$25	\$25	\$150	\$150	\$150	\$100	\$100	\$100
	TOTALS	\$150	\$150	\$150	\$70	\$70	\$70	\$50	\$50	\$50	\$300	\$300	\$300	\$200	\$200	\$200
MMPW Services/ Unique LLC	Per Shovel/Clear	\$40	\$38.80	\$38.40	\$40	\$38.80	\$38.40	\$35	\$33.95	\$33.60	\$100	\$97.00	\$96.00	\$45	\$43.65	\$43.20
	Salting per app	\$50	\$48.50	\$48.00	\$50	\$48.50	\$48.00	\$35	\$33.95	\$33.60	\$65	\$63.05	\$62.40	\$40	\$38.80	\$38.40
	TOTALS	\$90	\$87.30	\$86.40	\$90	\$87.30	\$86.40	\$70	\$67.90	\$67.20	\$165	\$160.05	\$158.40	\$85	\$82.45	\$81.60
J&M Landscaping	Per Shovel/Clear	\$65	\$65	\$65	\$30	\$30	\$30	\$30	\$30	\$30	\$250	\$250	\$250	\$150	\$150	\$150
	Salting per app	\$75	\$75	\$75	\$30	\$30	\$30	\$30	\$30	\$30	\$250	\$250	\$250	\$150	\$150	\$150
	TOTALS	\$140	\$140	\$140	\$60	\$60	\$60	\$60	\$60	\$60	\$500	\$500	\$500	\$300	\$300	\$300

Snow Plow Bids 2017

Totals

	Per Occurence Totals		Per Season Pricing	
Salisbury Landscape Group	1yr	\$2,615.00	1yr	\$62,210.00
	2yr	\$2,660.00	2yr	\$64,075.00
	3yr	\$2,705.00	3yr	\$66,000.00
Livingston Snow Removal	1yr	\$1,990	1yr	\$19,900.00
	2yr	\$1,990	2yr	\$19,900.00
	3yr	\$1,990	3yr	\$19,900.00
Scenic Landscaping	1yr	\$1,490	1yr	\$24,000.00
	2yr	\$1,490	2yr	\$24,000.00
	3 yr	\$1,490	3yr	\$24,000.00
MMPW Services/ Unique LLC	1yr	\$1,025	1yr	\$16,613.00
	2yr	\$994	2yr	\$15,782.00
	3yr	\$984	3yr	\$14,993.00
J&M Landscaping	1yr	\$1,900	1yr	--
	2yr	\$1,900	2yr	--
	3yr	\$1,900	3yr	--

2016-17 Season\*      Approx. 15 snow events - 7 of which required plowing:  
Total Cost: \$16,895.33

\* The 2017-18 bid form has more sidewalk footage than last season due to completion of the Non-motorized Path and inclusion of all Township owned sidewalks surrounding North Village and at Community Garden. Also, it is predicted that this winter will have much more snow than winter 2016/17.

**Northfield Township  
Police Department**

# Memo

**To:** Township Board of Trustees

**From:** Bill Wagner

**cc:**

**Date:** October 10, 2017

**Re:** Hiring of Part Time Police Officer Richard Crooks

---

**I am requesting approval to hire Part Time Police Officer Richard Crooks. Richard has all the required basic MCOLES training required and can start immediately. The last two request for Part Time officers did not work out as they both had taken full time positions at other departments before we could get them into Northfield Township. Mr. Crooks has already been cleared on his background check.**

**Northfield Township  
Fire Department**

# Memo

**To:** Township Board of Trustees

**From:** Bill Wagner

**cc:**

**Date:** October 10, 2017

**Re:** Hiring of Paid on Call Fire Fighter Joseph Valentine

---

**I am requesting approval to hire Paid on Call Fire Fighter Joseph Valentine contingent on passing background check and physical. Joseph is a Township resident and already has the fire training required and is willing to take the EMT class.**

**Northfield Township  
Police Department**

# Memo

**To:** Township Board of Trustees

**From:** Bill Wagner

**cc:**

**Date:** October 10, 2017

**Re:** State Forfeiture Memorandum of Understanding

---

**For the past several years Northfield Township has been the State Forfeiture fiduciary. This memorandum of understanding will switch that responsibility to Canton Township. Mr. Burns has reviewed this and with his approval I would like approval of this memo.**

## **MEMORANDUM OF UNDERSTANDING**

### **Regarding State of Michigan Forfeitures**

This Memorandum of Understanding regarding State of Michigan forfeitures is hereby entered into between the Canton Township Public Safety Department (hereinafter referred to as "CPD") and the following participating policing agencies: Washtenaw County Sheriff and Northfield Township Police Departments. Collectively, all three agencies shall be referred to as the "Participating Agencies."

This Memorandum of Understanding (referred herein as "MOU") is intended by all parties to serve as the agreement to guide the CPD's handling of forfeiture proceeds on behalf of the Participating Agencies in cooperation with the county prosecutor's office handling the criminal prosecution by any of the assigned officers of the group.

#### **Tasks:**

The Participating Agencies hereby agree to operate a task force to identify, locate, and recover items taken in violation of state law, as well as other items, including currency, related to the commission of the crime. Assets seized for forfeiture will be processed pursuant to State law. These assets will be deemed proceeds of a crime and disposition of same shall be handled by a state prosecutor.

---

#### **PARTICIPATING AGENCIES:**

#### **CONTRIBUTION:**

Canton Police Department

(1) Detective with Police Canine assigned as a TFO,  
*Including Canton Township personnel for the administration of  
this memorandum*

Northfield TWP Police Department

(1) Detective assigned as a TFO

Washtenaw County Sheriff's Office

(1) Deputy Sheriff assigned as a TFO

---

#### **The Participating Agencies hereby agree as follows:**

1. Any United States currency seized by any officers of this task force under state forfeiture guidelines, shall be deposited and maintained in the care and custody of the CPD. These monies will be accounted for in the CPD evidence room until scheduled for disbursement by the state prosecutor and/or court of proper jurisdiction. Upon the order of the state prosecutor and/or court of proper jurisdiction, the monies will be distributed according to this agreement after all costs of prosecution have been paid. If at such time the civil forfeiture process is terminated by the state prosecutor, the monies shall be distributed back to the original holder upon their request. A termination of a state forfeiture action does not preclude any other prosecuting agency from taking civil action on the same monies, which would delay the distribution of the monies until final case resolution.
2. Any real or personal property seized by any officers of this task force under state forfeiture guidelines, shall be held in the care and custody of the CPD until such time the state prosecutor and/or court of proper jurisdiction schedules the property for disbursement. Upon the order of the state prosecutor and/or court of proper jurisdiction, the property will be distributed according to this agreement. If at such time the civil forfeiture process is terminated by the state prosecutor, the monies shall be distributed to the holder upon their request. A termination of a state forfeiture action does not preclude the other prosecuting agency to take action on the same property, which would suppress the distribution

## **MEMORANDUM OF UNDERSTANDING**

### **Regarding State of Michigan Forfeitures**

of the property. CPD retains the right to coordinate with the said partner agencies to auction named property. Each item submitted for auction and sold at auction shall be itemized to include criminal complaint number, serial number of item, and physical description of the item. After the auction, the monies shall be disbursed as stated in section 10 of this MOU.

3. Regarding real or personal property seized by any officers of this task force under state forfeiture guidelines, officers assigned as the officer in charge of the matter shall file formal proceedings with the state prosecutor as soon as possible when there is intent to commence a civil forfeiture proceeding against the property seized.
4. If there is no civil forfeiture proceeding initiated against the real or personal property seized by members of the task force, CPD shall be notified by the Officer in Charge ("OIC") and direction shall be given by this same OIC.
5. CPD shall provide for the secure storage of items seized from this task force activities. While seized items remain in CPD's custody, CPD shall provide monthly updates of monies, real property, and personal property to the Participating Agencies.
6. The Participating Agencies are solely responsible for any and all costs related to storage of property seized in a state forfeiture matter outside of the CPD building.
7. The Participating Agencies shall contribute equally to any and all costs related to the civil forfeiture costs outside the personnel costs from Canton Township, after the costs of prosecution have been deducted. Specifically, civil forfeiture costs will be taken from the civil forfeiture before distribution occurs with the participating agencies.
8. Further, the Participating Agencies agree that if a non-member agency participates in an investigation there may be an agreement by the Participating Agencies to assign an agreed upon sum or percentage of the civil forfeiture to the non-member agency. The Participating Agencies shall then divide the remaining assets in accordance with the shares set forth in this MOU.
9. If another agency joins this task force, the shares set forth in this MOU will be recalculated by a written amendment to this MOU.
10. The Participating Agencies acknowledge there is no guarantee that monies or property seized by this task force will be available for sharing as stated in this agreement. The Participating Agencies acknowledge some funds will be utilized for future criminal investigations by the task force. It is also understood and acknowledged by the Participating Agencies that civil forfeiture decisions are at the discretion of the state prosecutor and court of proper jurisdiction. It is further acknowledged by the Participating Agencies that victims may need to be compensated and the cost of forfeiture administration may need to be deducted from the proceeds of a state forfeiture case. If available, forfeited funds shall

**MEMORANDUM OF UNDERSTANDING**  
**Regarding State of Michigan Forfeitures**

be distributed every 6 months, specifically on the last day of April and on the last day of October. The sharing of forfeited funds shall otherwise be distributed in accordance with the following shares:

Canton Department of Public Safety – Police	1/3 share
Northfield Township Police Department	1/3 share
Washtenaw County Sheriff’s Office	1/3 share

With review of the state prosecutor, the Canton Department of Public Safety – Police will assign a 5% administration fee back to the Canton Police Department for either contested or non-contested forfeitures. This administrative fee will be taken prior to the distribution of any funds to the participating agencies.

**Northfield Township  
Police Department**

# Memo

**To:** Township Board of Trustees

**From:** Bill Wagner

**cc:**

**Date:** October 10, 2017

**Re:** Annual DEA Agreement approval

---

**I am requesting approval to sign the annual Agreement with the Department of Justice for the continued participation in the Detroit DEA Task Force.**

# Appendix C

## PROVISIONAL STATE AND LOCAL TASK FORCE AGREEMENT

This agreement is made this 1st day of October, 2017, between the United States Department of Justice, Drug Enforcement Administration (hereinafter "DEA"), and the Northfield Township Police Department (hereinafter "NTPD"). The DEA is authorized to enter into this cooperative agreement concerning the use and abuse of controlled substances under the provisions of 21 U.S.C. § 873.

WHEREAS there is evidence that trafficking in narcotics and dangerous drugs exists in the Greater Detroit Metropolitan area and that such illegal activity has a substantial and detrimental effect on the health and general welfare of the people of, the parties hereto agree to the following:

1. The Task Force Group (Detroit) will perform the activities and duties described below:

- a. disrupt the illicit drug traffic in the area by immobilizing targeted violators and trafficking organizations;
- b. gather and report intelligence data relating to trafficking in narcotics and dangerous drugs; and
- c. conduct undercover operations where appropriate and engage in other traditional methods of investigation in order that the Task Force's activities will result in effective prosecution before the courts of the United States and the State of Michigan.

2. To accomplish the objectives of the Task Force, the NTPD agrees to detail one (1) experienced officer to the Task Force for a period of not less than two years. During this period of assignment, the NTPD officer will be under the direct supervision and control of DEA supervisory personnel assigned to the Task Force.

3. The officers assigned to the Task Force shall adhere to DEA policies and procedures. Failure to adhere to DEA policies and procedures shall be grounds for dismissal from the Task Force.

3a. DEA policies and procedures require all personnel to provide full and truthful responses to questions when directed to do so by appropriate authority or during the scope of their official duties. This duty applies during administrative interviews and any other official agency or task force business and is applicable whether the task force officer is providing a statement about his or her own alleged misconduct, the misconduct of others, observed facts, past recollections, opinions, or is providing a written or oral communication. Any compelled statement made by a task force officer and any information derived from that involuntary statement may not be used against the TFO in a criminal proceeding.

3b. The DEA Office of Professional Responsibility or the Department of Justice Office of Inspector General will investigate any investigations of misconduct by DEA personnel and will assist NTPD by investigating any allegations of misconduct by a task force officer relating to his or her task force activities. Any finding of misconduct by a task force officer will be referred to NTPD for appropriate administrative action.

4. The NTPD officer assigned to the Task Force shall be deputized as Task Force Officers of DEA pursuant to 21 U.S.C. Section 878.

5. To accomplish the objectives of the Task Force, DEA will assign seven (7) Special Agents to the Task Force. DEA will also, subject to the availability of annually appropriated funds or any continuing resolution thereof, provide necessary funds and equipment to support the activities of the DEA Special Agents and officers assigned to the Task Force. This support will include: office space, office supplies, travel funds, funds for the purchase of evidence and information, investigative equipment, training, and other support items.

6. The NTPD shall comply with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, as amended, and all requirements imposed by or pursuant to the regulations of the United States Department of Justice implementing those laws, 28 C.F.R. Part 42, Subparts C, F, G, H and I.

7. The term of this agreement shall be effective from the date in paragraph number one until September 30, 2018. This agreement may be terminated by either party on thirty days' advance written notice. Billing for all outstanding obligations must be received by DEA within 90 days of the date of termination of this agreement. DEA will be responsible only for obligations incurred by NTPD during the term of this agreement.

For the Drug Enforcement Administration:

Timothy J. Plancon  
Name

Date: \_\_\_\_\_

Special Agent in Charge  
Title

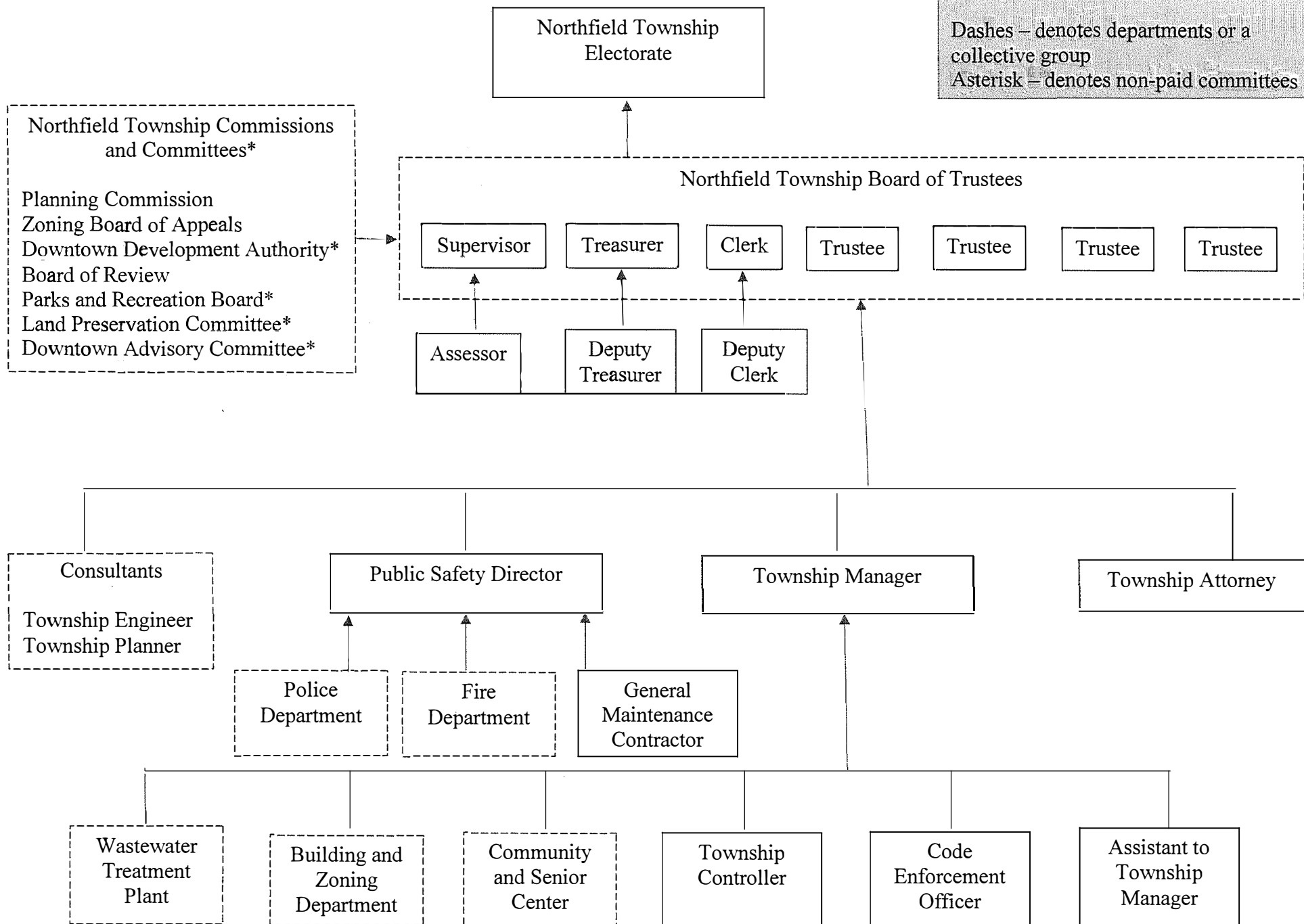
For the Northfield Township Police Department

William Wagner  
Name

Date: \_\_\_\_\_

Director  
Title

**Key:**  
Dashes – denotes departments or a collective group  
Asterisk – denotes non-paid committees



## RESOLUTION 17- 574

### **TOWNSHIP OF NORTHFIELD, MICHIGAN A RESOLUTION OF THE TOWNSHIP OF NORTHFIELD, WASHTENAW COUNTY, MICHIGAN, REGARDING RESIDENTIAL OPT-OUT OF SMART METERS**

At a regular meeting of the Northfield Township Board of Trustees held at the Northfield Township Public Safety building, 8350 Main Street, Whitmore Lake, Michigan, on the 10<sup>th</sup> day of October 2017 at 7:00p.m. there were:

PRESENT \_\_\_\_\_

ABSENT \_\_\_\_\_

The following resolution was offered by \_\_\_\_\_, and supported by \_\_\_\_\_

#### **RESOLUTION IN SUPPORT OF RESIDENTIAL OPT-OUT OF ADVANCED METER PROGRAMS COMMONLY REFERRED TO AS "SMART METERS"**

WHEREAS, Detroit Edison Company (DTE) has deployed within the Township of Northfield digital advanced meter infrastructure to be henceforth known in this resolution as "smart meters" and

WHEREAS, utility customers in most cases did not give their informed consent to such replacements, and

WHEREAS, many township residents have expressed concerns about the installation of these meters on their homes to Northfield Township officials and to the Northfield Township Board; and

WHEREAS, there has been concern expressed by some residential electric customers that smart meters are overly intrusive into their real-time and historical energy usage, and further question the security and usage of this information; and

WHEREAS, some residential electric customers have concerns that emissions from smart meters may actually be dangerous to their health; and

WHEREAS, Michigan House Bill 4220, written to address the above – mentioned concerns regarding smart meters, has been forwarded to the Committee on Energy Policy; and

NOW, THEREFORE, BE IT RESOLVED, that the of Northfield Township Board supports the ability of it's DTE customers to opt out of the smart meter program on their homes and to have the choice to retain or obtain an analog meter.

BE IT FURTHER RESOLVED, That the Northfield Township Board in recognition of the concerns expressed by residents, urges the Committee Chairs and members of the Energy and Technology in the Michigan House and Senate, respectively, to support the move of House Bill 4220 to the full legislature, for active debate, deliberation, and vote.

BE IT FURTHER RESOLVED, that a copy of this Resolution be forwarded to Attorney General Bill Schuette, Governor Rick Snyder, House Energy Committee Chairman Gary Glenn, Senate Energy and Technology Committee Chairman Mike Nofs, The Michigan Public Service Commission, Michigan Association of Counties, Congressman Tim Walberg, State Senator Joe Hune, State Senator Patrick Colbeck, and State Representative Donna Lasinski,

A vote on the foregoing resolution was taken and was as follows:

AYE: \_\_\_\_\_

NAY: \_\_\_\_\_

Resolution declared adopted:

ATTEST:

\_\_\_\_\_  
Marlene A. Chockley  
Northfield Township Supervisor

\_\_\_\_\_  
Kathleen Manley  
Northfield Township Clerk

# HOUSE BILL No. 4220

February 15, 2017, Introduced by Reps. Glenn, Lucido, Howrylak, McCready, Barrett, Liberati, Zemke, Runestad, Hernandez, Allor, Kelly, Canfield, Noble, Hornberger, Hoitenga, Wentworth, Garrett and Robinson and referred to the Committee on Energy Policy.

A bill to amend 1939 PA 3, entitled

"An act to provide for the regulation and control of public and certain private utilities and other services affected with a public interest within this state; to provide for alternative energy suppliers; to provide for licensing; to include municipally owned utilities and other providers of energy under certain provisions of this act; to create a public service commission and to prescribe and define its powers and duties; to abolish the Michigan public utilities commission and to confer the powers and duties vested by law on the public service commission; to provide for the continuance, transfer, and completion of certain matters and proceedings; to abolish automatic adjustment clauses; to prohibit certain rate increases without notice and hearing; to qualify residential energy conservation programs permitted under state law for certain federal exemption; to create a fund; to provide for a restructuring of the manner in which energy is provided in this state; to encourage the utilization of resource recovery facilities; to prohibit certain acts and practices of providers of energy; to allow for the securitization of stranded costs; to reduce rates; to provide for appeals; to provide appropriations; to declare the effect and purpose of this act; to prescribe remedies and penalties; and to repeal acts and parts of acts,"

(MCL 460.1 to 460.11) by adding section 10gg.

THE PEOPLE OF THE STATE OF MICHIGAN ENACT:

1        SEC. 10GG. (1) A UTILITY CUSTOMER MAY CHOOSE BETWEEN THE  
2        PLACEMENT OR USE OF A TRADITIONAL METER OR AN ADVANCED METER  
3        REGARDLESS OF THE UTILITY THAT PROVIDES SERVICE TO THAT CUSTOMER.

4        (2) A UTILITY SHALL NOT DO ANY OF THE FOLLOWING:

5        (A) MAKE THE PROVISION OF ANY PORTION OF UTILITY SERVICE TO A  
6        CUSTOMER CONTINGENT ON THE CUSTOMER RECEIVING SERVICE THROUGH ANY  
7        METER OR SIMILAR DEVICE OTHER THAN A TRADITIONAL METER. A UTILITY  
8        MAY PROHIBIT A CUSTOMER WITH A TRADITIONAL METER FROM PARTICIPATING  
9        IN CERTAIN TIME-OF-DAY TARIFF DISCOUNTS.

10       (B) EXCEPT AS OTHERWISE PROVIDED IN THIS SECTION, IMPOSE ANY  
11       FEE OR DISINCENTIVE ON A CUSTOMER FOR OPTING OUT OF OR NOT  
12       ACCEPTING THE INSTALLATION OF AN ADVANCED METER OR HUB METER OR THE  
13       USE OF AN ADVANCED METER FUNCTION.

14       (C) INSTALL AN ADVANCED METER OR UPGRADE THE FUNCTIONALITY OF  
15       THE ADVANCED METER AFTER THE EFFECTIVE DATE OF THE AMENDATORY ACT  
16       THAT ADDED THIS SECTION UNLESS THE CUSTOMER HAS BEEN PROPERLY  
17       NOTIFIED AND HAS NOT OPTED OUT OF THE INSTALLATION OR UPGRADE. IF A  
18       CUSTOMER HAS NOT OPTED OUT OF THE INSTALLATION OR UPGRADE, AN ON-  
19       SITE UTILITY WORKER OR HIS OR HER AGENT SHALL NEVERTHELESS NOT  
20       INSTALL AN ADVANCED METER OR UPGRADE THE FUNCTIONALITY OF THE  
21       ADVANCED METER IF THE CUSTOMER HAS POSTED A SIGN ON THE CURRENT  
22       METER FORBIDDING THE INSTALLATION OR UPGRADE OF AN ADVANCED METER  
23       OR THE CUSTOMER VERBALLY INFORMS THE WORKER AT THE TIME OF  
24       INSTALLATION NOT TO INSTALL OR UPGRADE THE ADVANCED METER.

25       (3) A UTILITY SHALL NOTIFY A CUSTOMER IN WRITING OF THE

1 UTILITY'S INTENTION TO INSTALL AN ADVANCED METER AT THE CUSTOMER'S  
2 ADDRESS OR TO UPGRADE THE FUNCTIONALITY OF A PREVIOUSLY INSTALLED  
3 ADVANCED METER. THE UTILITY SHALL SEND THE NOTICE BY FIRST-CLASS  
4 MAIL SEPARATE FROM ANY BILLING MAILING. THE UTILITY SHALL KEEP A  
5 COPY OF EACH MAILED NOTICE ON FILE FOR REVIEW BY THE CUSTOMER OR  
6 THE COMMISSION. EACH NOTICE MUST DO ALL OF THE FOLLOWING:

7 (A) INCLUDE THE CUSTOMER'S NAME, SERVICE ADDRESS, AND  
8 ANTICIPATED DATE OF INSTALLATION.

9 (B) STATE THE UTILITY'S DESIRE TO INSTALL AN ADVANCED METER AT  
10 THE CUSTOMER'S ADDRESS, AS WELL AS THE FUNCTIONALITY OF THE  
11 ADVANCED METER, ITS METHOD OF COMMUNICATION, AND FREQUENCY OF DATA  
12 COMMUNICATION.

13 (C) IF THE ADVANCED METER THE CUSTOMER WOULD BE RECEIVING IS A  
14 HUB METER, EXPLAIN HOW A HUB METER DIFFERS FROM OTHER METERS.

15 (D) STATE THE CUSTOMER'S ABILITY TO CHOOSE A TRADITIONAL METER  
16 OR NONHUB METER AND THE CUSTOMER'S RIGHTS UNDER THIS SECTION.

17 (E) CLEARLY EXPLAIN THE PROCESS FOR A CUSTOMER TO OPT OUT OF  
18 THE INSTALLATION OF AN ADVANCED METER OR HUB METER OR THE USE OF AN  
19 ADVANCED METER FUNCTION.

20 (4) THE COMMISSION MAY PROMULGATE OPT-OUT PROCEDURES THAT ARE  
21 COMPOSED OF SIMPLE, EASY-TO-UNDERSTAND STEPS THAT AN AVERAGE  
22 CUSTOMER CAN EASILY UNDERSTAND THAT DO NOT PLACE ANY UNDUE BURDEN  
23 ON THE CUSTOMER. AFTER BEING NOTIFIED THAT THEY CAN OPT OUT,  
24 CUSTOMERS MUST BE PROVIDED WITH AT LEAST 45 DAYS TO COMMUNICATE  
25 WITH THE UTILITY THEIR DESIRE TO OPT OUT, WITH A CLEAR DEADLINE  
26 LISTED ON THE NOTICE. OPT-OUT PROCEDURES MUST BE FREE OF CHARGE  
27 OTHER THAN THE COST OF REGULAR MAILING. AN OPT-OUT PROCEDURE OR

1 PROCESS MUST BE NARROW IN CONSTRUCTION SO AS TO INFORM THE UTILITY  
2 OF THE CUSTOMER'S INTENTIONS AND NOT BE MADE CONTINGENT UPON OR  
3 CONTAIN LANGUAGE THAT WOULD REQUIRE THE CUSTOMER'S GIVING UP ANY  
4 RIGHTS OR MAKING ANY OTHER ANCILLARY AGREEMENTS. A CUSTOMER THAT  
5 DOES NOT OPT OUT WHEN FIRST NOTIFIED DOES NOT GIVE UP ANY RIGHTS  
6 REGARDING HAVING AN ADVANCED METER REMOVED IN THE FUTURE.

7 (5) WITHIN 30 DAYS AFTER RECEIVING A CUSTOMER'S REQUEST THAT  
8 AN ADVANCED METER BE REMOVED FROM THE CUSTOMER'S RESIDENCE OR  
9 BUSINESS, A UTILITY SHALL REMOVE THE ADVANCED METER AND REPLACE IT  
10 WITH A TRADITIONAL METER THAT IS NOT AN ADVANCED METER. LIMITED TO  
11 ACTUAL COSTS, A UTILITY MAY CHARGE A 1-TIME ALL-INCLUSIVE FEE, NOT  
12 TO EXCEED \$150.00, TO REMOVE THE ADVANCED METER AND TO PROVIDE AND  
13 INSTALL A TRADITIONAL METER. HOWEVER, A UTILITY SHALL NOT CHARGE A  
14 FEE IF THE UTILITY INSTALLED THE ADVANCED METER IN VIOLATION OF THE  
15 NOTICE REQUIREMENTS IN THIS SECTION OR BEFORE THE EFFECTIVE DATE OF  
16 THE AMENDATORY ACT THAT ADDED THIS SECTION. A UTILITY SHALL NOT  
17 CHARGE A MONTHLY FEE FOR USING A TRADITIONAL METER UNLESS THE  
18 CUSTOMER IS OFFERED THE OPPORTUNITY, BUT IS UNWILLING, TO READ AND  
19 REPORT THE CUSTOMER'S USAGE UNDER SUBSECTION (6). ANY MONTHLY FEE  
20 FOR USING A TRADITIONAL METER SHALL NOT EXCEED \$5.00 PER MONTH.

21 (6) A UTILITY SHALL ALLOW EACH CUSTOMER TO READ AND REPORT  
22 THAT CUSTOMER'S SERVICE USAGE IF THE CUSTOMER REPORTS REASONABLY  
23 ACCURATE USAGE ON A REGULAR BASIS. A UTILITY SHALL PROVIDE A  
24 CUSTOMER WITH A PREADDRESSED ENVELOPE AND FORM UPON REQUEST OR  
25 PERMIT A CUSTOMER TO REPORT METER READINGS ON A SECURE WEBSITE, BY  
26 TELEPHONE, OR BY OTHER REASONABLE MEANS. AT LEAST ONCE EVERY 12  
27 MONTHS, THE UTILITY SHALL OBTAIN AN ACTUAL METER READING OF A

1 CUSTOMER'S ENERGY USAGE TO VERIFY THE ACCURACY OF READINGS REPORTED  
2 UNDER THIS SECTION. NOTWITHSTANDING THIS SUBSECTION, A  
3 REPRESENTATIVE OF A UTILITY MAY MANUALLY READ A CUSTOMER'S METER ON  
4 A REGULAR BASIS AS OTHERWISE PERMITTED BY LAW AND CORRECT A READING  
5 AS NECESSARY. IF A CUSTOMER FAILS TO REPORT USAGE OR THE UTILITY  
6 DOES NOT RECEIVE A CUSTOMER'S SERVICE USAGE ON TIME, THE UTILITY  
7 MAY MANUALLY READ A CUSTOMER'S METER OR CHARGE THAT CUSTOMER BASED  
8 ON AN ESTIMATE OF PRIOR ENERGY USE IN A MANNER APPROVED BY THE  
9 COMMISSION. A CUSTOMER THAT INTENTIONALLY REPORTS INACCURATE  
10 INFORMATION MAY BE ASSESSED A REASONABLE PENALTY UNDER RULES  
11 PROMULGATED BY THE COMMISSION AND MAY BE SUBJECT TO ANY OTHER  
12 PENALTIES PROVIDED BY LAW. AS USED IN THIS SUBSECTION:

13 (A) "INACCURATE INFORMATION" MEANS THE INTENTIONAL  
14 UNDERREPORTING OF METER DATA IN AN EFFORT TO NOT PAY FOR SERVICES.  
15 INACCURATE INFORMATION DOES NOT MEAN MINOR DIFFERENCES IN READINGS  
16 BY LESS THAN 5% TO ACCOUNT FOR VARIATIONS BASED ON THE TIME OF DAY  
17 THAT THE METER IS READ AND SIMILAR FACTORS.

18 (B) "REGULAR BASIS" MEANS ONCE PER BILLING CYCLE.

19 (7) SUBJECT TO SUBSECTION (2), THE COMMISSION SHALL NOT  
20 APPROVE A UTILITY TARIFF THAT ALTERS RATES FOR CUSTOMERS THAT DO  
21 NOT USE AN ADVANCED METER IF THE UTILITY'S COST ESTIMATES ARE BASED  
22 ON MORE THAN 1 MANUAL METER READING PER YEAR BY THE UTILITY. THE  
23 COMMISSION SHALL CONSIDER THE ABILITY TO SELF-READ METERS AS PART  
24 OF ANY PROCEEDING AND SHALL FULLY RECOGNIZE AND VALUE THAT  
25 CUSTOMERS HAVE A LEGITIMATE INTEREST IN CONTROLLING THIRD-PARTY  
26 EQUIPMENT PLACED ONTO THEIR PROPERTY THAT IS NOT INHERENTLY  
27 NECESSARY AS A CONDITION TO RECEIVING SERVICE.

(8) A CUSTOMER'S ENERGY USE DATA AND INTERNET USER INFORMATION ARE PRIVATE AND CONFIDENTIAL AND A UTILITY OR ITS AGENTS SHALL NOT SELL, RENT, OR SHARE THAT DATA OR INFORMATION EXCEPT AS PROVIDED BY COMPETENT COURT ORDER OR LAW. A UTILITY MAY REPORT DATA RELATING TO ELECTRIC OR COMPRESSED NATURAL GAS VEHICLE FUELING TO THE DEPARTMENT OF TREASURY. THE DEPARTMENT OF TREASURY SHALL USE THAT INFORMATION STRICTLY FOR TAXATION PURPOSES AND SHALL NOT SHARE THAT INFORMATION WITH LAW ENFORCEMENT WITHOUT A WARRANT, AND THAT INFORMATION IS NOT SUBJECT TO DISCLOSURE UNDER THE FREEDOM OF INFORMATION ACT, 1976 PA 442, MCL 15.231 TO 15.246, EXCEPT FOR AGGREGATE DATA USED FOR RESEARCH PURPOSES IN A NONIDENTIFYING MANNER.

(9) A UTILITY SHALL ENSURE THAT ANY DATA FROM AN ADVANCED METER COMMUNICATED BY NETWORKING TECHNOLOGY IS SUFFICIENTLY ENCRYPTED SO THAT THE DATA CANNOT BE INTERCEPTED BY A DEVICE OTHER THAN A DEVICE USED BY THE UTILITY. A UTILITY SHALL NOT COMMUNICATE BY NETWORKING TECHNOLOGY METER USE DATA THAT INCLUDE A RESIDENTIAL CUSTOMER'S NAME, SOCIAL SECURITY NUMBER, ADDRESS, OR OTHER IDENTIFYING INFORMATION EXCEPT FOR AN INDEPENDENT AND UNIQUE CUSTOMER IDENTIFICATION NUMBER THAT IS ASSIGNED BY THE UTILITY. THE UTILITY SHALL ASSIGN A CUSTOMER IDENTIFICATION NUMBER IN A MANNER THAT INCLUDES SAFEGUARDS TO PREVENT A DEVICE NOT OWNED BY THE UTILITY FROM ASSOCIATING THE NUMBER WITH A PARTICULAR CUSTOMER OR ADDRESS.

(10) A UTILITY SHALL NOT POST A CUSTOMER'S ENERGY USE DATA OR BILL ON THE INTERNET, EXCEPT OVER A SECURED TRANSFER PROTOCOL OR SIMILAR SECURED CONNECTION THAT USES 1 OR MORE ADDITIONAL SECURITY

1 MEASURES, SUCH AS A CUSTOMER-SELECTED PASSWORD, TO ENSURE THAT ONLY  
2 THE CUSTOMER CAN ACCESS THE INFORMATION.

3 (11) A UTILITY SHALL NOT WIRELESSLY OR OTHERWISE REMOTELY SHUT  
4 OFF SERVICE TO A CUSTOMER UNLESS BOTH OF THE FOLLOWING REQUIREMENTS  
5 ARE MET:

6 (A) AT LEAST 48 HOURS BEFORE SHUTOFF, A UTILITY REPRESENTATIVE  
7 VISITS THE PROPERTY TO WHICH THE SERVICE IS TO BE SHUT OFF,  
8 VERIFIES THAT IT IS THE CORRECT ADDRESS, AND FOLLOWS ALL OTHER  
9 SHUTOFF PROCEDURES REQUIRED BY LAW.

10 (B) THE UTILITY HAS A COMMISSION-APPROVED, COMPREHENSIVE  
11 SECURITY PROGRAM THAT REASONABLY ENSURES THAT A CUSTOMER'S SERVICE  
12 WILL BE SHUT OFF ONLY THROUGH AUTHORIZED ACCESS TO THE UTILITY'S  
13 COMPUTER SYSTEM, THAT IS OPEN TO INSPECTION AND AUDIT BY THE  
14 COMMISSION, AND THAT IS DESIGNED TO PREVENT UNINTENTIONAL SHUTOFF  
15 DUE TO NETWORK HACKING OR TERRORISM.

16 (12) AS USED IN THIS SECTION:

17 (A) "ADVANCED METER" MEANS A METER OR METERING DEVICE SYSTEM  
18 THAT IS OWNED OR LEASED BY A UTILITY OR ITS AGENT AND THAT MEETS 1  
19 OR MORE OF THE FOLLOWING REQUIREMENTS:

20 (i) IS A DEVICE THAT MEASURES, RECORDS, OR SENDS A CUSTOMER'S  
21 UTILITY USAGE OR OTHER DATA BY USE OF RADIO WAVES OR BROADBAND OVER  
22 POWER LINES.

23 (ii) ALLOWS FOR 2-WAY COMMUNICATION BETWEEN THE METER AND THE  
24 UTILITY OR ITS AGENT.

25 (iii) ALLOWS FOR A UTILITY OR ITS AGENT TO CONTROL A  
26 CUSTOMER'S THERMOSTAT, APPLIANCE, OR SERVICE.

27 (B) "HUB METER" MEANS AN ADVANCED METER THAT GENERATES

1 STRONGER RADIO WAVES AS A RESULT OF THE METER SERVING AS A HUB FOR  
2 OTHER ADVANCED METERS IT COMMUNICATES WITH IN A GIVEN AREA.

3 (C) "TRADITIONAL METER" MEANS AN ANALOG OR SIMILAR METER THAT  
4 IS UNABLE TO TRANSMIT USAGE INFORMATION AND IS ONLY INTENDED TO BE  
5 READ BY AN INDIVIDUAL THROUGH A VISUAL DISPLAY. A TRADITIONAL METER  
6 IS NOT DESIGNED TO BE AND IS NOT CAPABLE OF TRANSMITTING USAGE DATA  
7 BY USING RADIO WAVES OR BROADBAND OVER POWER LINES, ALLOWING 2-WAY  
8 COMMUNICATION BETWEEN THE METER AND THE UTILITY OR ITS AGENTS, OR  
9 ALLOWING A UTILITY OR ITS AGENTS TO CONTROL A CUSTOMER'S  
10 THERMOSTAT, APPLIANCE, OR SERVICE. A TRADITIONAL METER DOES NOT  
11 INCLUDE AN ADVANCED METER THAT HAS CERTAIN FUNCTIONALITY TURNED OFF  
12 OR DEACTIVATED.

13 (D) "UTILITY" MEANS A PERSON THAT SELLS NATURAL GAS,  
14 ELECTRICITY, OR WATER TO RETAIL CUSTOMERS IN THIS STATE AND THAT  
15 EITHER SELLS THE NATURAL GAS, ELECTRICITY, OR WATER AT RATES  
16 REGULATED BY THE COMMISSION OR IS OWNED BY A MUNICIPALITY.

# Memo

To: Northfield Township Board of Trustees

From: Marlene Chockley, Supervisor

RE: SEMCOG Appointments

Date: October 5, 2017

---

Trustees,

As a benefit of membership in the Southeastern Michigan Council of Governments, the Township may appoint a delegate and alternate to attend the three General Assembly meetings each year.

The General Assembly consists of all delegates and alternates from SEMCOG member communities and institutions. It is an opportunity for SEMCOG members to network and share best practices on a regional level. The General Assembly provides input and takes action on SEMCOG's major regional plans. All elected officials in each member community and other regional stakeholders are encouraged to attend the General Assembly; however, only the delegate or alternate, who have been appointed by their governing bodies, can vote. The General Assembly meets in the late afternoon three times a year at locations throughout the region.

Only elected officials may hold a delegate position. The previous township manager was an alternate to SEMCOG. As a county commissioner, I represented Washtenaw County and served on the DataCenter Advisory Committee, eventually becoming chair. I believe it will be important for Northfield Township to become more active with SEMCOG in the future.

I respectfully ask for your appointment of Steve Aynes and me to the SEMCOG General Assembly.

Thank you for your consideration.

Marlene Chockley

## SEMCOG Delegate/Alternate Designation Form

The following official representatives have been designated to the SEMCOG General Assembly which meets three times per year:

### **DELEGATE: (the delegate must be an elected official)**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Preferred E-mail: \_\_\_\_\_

**(Please note: E-mail is our primary form of communication)**

Preferred Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Phone: (include as many as you like)

Business/Office: \_\_\_\_\_

Home: \_\_\_\_\_

Mobile/Text: \_\_\_\_\_

### **ALTERNATE: (the alternate may be an elected official, staff, or individual selected by the member)**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Preferred E-mail: \_\_\_\_\_

**(Please note: E-mail is our primary form of communication)**

Preferred Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Phone: (include as many as you like)

Business/Office: \_\_\_\_\_

Home: \_\_\_\_\_

Mobile/Text: \_\_\_\_\_

Completed by: \_\_\_\_\_ Date: \_\_\_\_\_

**(Name and Title)**

To: Northfield Township Board  
From: Steve Aynes, Township Manager  
RE: Code Enforcement Position  
Date: October 5, 2017

Mike Rankin resigned as Code Enforcement Officer last Friday (September 29, 2017).

Mike had worked for the Township since last May. I reviewed his application. He was very experienced working on code enforcement and working with people in a variety of different situations. I am very impressed by his education and work history.

The prior Code Enforcement Officer also has an impressive work history. He stayed in the position for about 2 years I have been told.

The position paid \$ 25/hr. and the employee worked 1-2 days per week. The Amended Budget for FY 2017-18 was \$ 20,800 or 16 hours per week.

The Township could either seek another part time employee or send out Request for Proposals (RFPs).

I would expect the process would take 60-90 days assuming that qualified individuals or firms would be interested in providing this service.

I have talked to two firms which might be interested in providing this service.

How would the Board like to proceed?

10/05/2017 01:02 PM  
User: JEN  
DB: Northfield

INVOICE GL DISTRIBUTION REPORT FOR NORTHFIELD TOWNSHIP  
EXP CHECK RUN DATES 10/11/2017 - 10/11/2017  
BOTH JOURNALIZED AND UNJOURNALIZED OPEN  
BANK CODE: MIF

Page: 1/5

**OPEN**

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000					
101-000-671	REIMBURSEMENT/OTHER INCOME	OHM ADVISORS	MC GEE HORSE FARM PREAPPLICATION MEETI	300.00	
		Total For Dept 000		300.00	
Dept 101 TOWNSHIP BOARD					
101-101-807	MEMBERSHIP DUES	MICHIGAN MUNICIPAL LEAGU	MEMBER DUES 7/1/17-6/30/18	175.00	
		Total For Dept 101 TOWNSHIP BOARD		175.00	
Dept 171 SUPERVISOR					
101-171-957	TRAINING & DEVELOPMENT	MARLENE CHOCKLEY	MTA CONFERENCE ROOM CHARGE, PARKING F	163.13	
		Total For Dept 171 SUPERVISOR		163.13	
Dept 172 TOWNSHIP MANAGER					
101-172-850	COMMUNICATION	QUILL CORP	SCREEN PROTECTOR	3.09	
101-172-850	COMMUNICATION	VERIZON WIRELESS MESSAGI	TWP MGR CELL PHONE 8/24/17-9/23/17	94.76	
101-172-957	TRAINING & DEVELOPMENT	STEVEN AYNES	MTA ON THE ROAD 10/18/17 COST FOR TRA	131.00	
		Total For Dept 172 TOWNSHIP MANAGER		228.85	
Dept 215 CLERK					
101-215-723	RECORD SEC	LISA LEMBLE	RECORDING SECRETARY JULY-SEPTEMBER 20	1,740.00	
		Total For Dept 215 CLERK		1,740.00	
Dept 228 INFORMATION TECHNOLOGY					
101-228-936	SOFTWARE	MICRO TECH SERVICES INC	OFFICE ANITVIRUS MGMT 10/1/17-10/31/1	164.90	
		Total For Dept 228 INFORMATION TECHNOLOGY		164.90	
Dept 247 BOARD OF REVIEW					
101-247-723	RECORD SEC	LISA LEMBLE	RECORDING SECRETARY JULY-SEPTEMBER 20	195.00	
		Total For Dept 247 BOARD OF REVIEW		195.00	
Dept 253 TREASURER					
101-253-803	LEGAL	PAUL E BURNS	LEGAL SERVICES FOR SEPT 2017	500.00	
101-253-956	MISCELLANEOUS	CHRISTINA ROLLISON	MILEAGE FOR AUGUST & SEPTEMBER 2017 -	25.68	
		Total For Dept 253 TREASURER		525.68	
Dept 257 ASSESSING					
101-257-818	CONTRACTUAL SERVICES	ASSESSMENT ADMIN. SERVIC	ASSESSOR SERVICES MID SEPT-MID OCT 20	5,833.33	
		Total For Dept 257 ASSESSING		5,833.33	
Dept 265 HALL AND GROUNDS					
101-265-727		ARBOR SPRINGS WATER CO I	OFFICE 4 - 5 GAL ARTESIAN WATER & REN	26.00	
101-265-727	SUPPLIES	DES MOINES STAMP MFG CO	HEAVY DUTY DEPOSIT STAMPER	56.00	
101-265-816	GROUND/CLEANG/JANITORL SERVIC	J & M LANDSCAPING	LAWN CARE FOR AUGUST 2017	745.00	
101-265-850	COMMUNICATION	PNC BANK	WAGNER CHARGES 8/24/17-9/15/17	45.00	
101-265-940		ARBOR SPRINGS WATER CO I	OFFICE 4 - 5 GAL ARTESIAN WATER & REN	14.00	
		Total For Dept 265 HALL AND GROUNDS		886.00	
Dept 270 LEGAL/PROFESSIONAL					
101-270-803	LEGAL	MCGRAW MORRIS P.C.	LEGAL SERVICES 6/1/17-7/12/17	1,482.50	
101-270-803	LEGAL	PAUL E BURNS	LEGAL SERVICES FOR SEPT 2017	6,793.06	
101-270-927	ALLOCATE TO DEPARTMENTS	PAUL E BURNS	LEGAL SERVICES FOR SEPT 2017	(3,800.00)	
		Total For Dept 270 LEGAL/PROFESSIONAL		4,475.56	
Dept 412 PLANNING/ZONING DEPT					
101-412-608	VARIANCES/APPEALS	MCKENNA ASSOCIATES	PLANNING & ZONING SERVICES FOR AUGUST	30.00	

10/05/2017 01:02 PM  
User: JEN  
DB: Northfield

INVOICE GL DISTRIBUTION REPORT FOR NORTHFIELD TOWNSHIP  
EXP CHECK RUN DATES 10/11/2017 - 10/11/2017  
BOTH JOURNALIZED AND UNJOURNALIZED OPEN  
BANK CODE: MIF

Page: 2/5

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 412 PLANNING/ZONING DEPT					
101-412-637	SPLIT APPLICATIONS	MCKENNA ASSOCIATES	PLANNING & ZONING SERVICES FOR AUGUST	582.50	
101-412-671	REIMBURSEMENT/OTHER INCOME	MCKENNA ASSOCIATES	PLANNING & ZONING SERVICES FOR AUGUST	220.00	
101-412-723	RECORD SEC	LISA LEMBLE	RECORDING SECRETARY JULY-SEPTEMBER 20	1,170.00	
101-412-801	PLANNER FEES	MCKENNA ASSOCIATES	PLANNING & ZONING SERVICES FOR AUGUST	3,287.00	
101-412-823	ZONING ADMINISTRATION	MCKENNA ASSOCIATES	PLANNING & ZONING SERVICES FOR AUGUST	915.00	
101-412-860	FUEL & MILEAGE	MICHAEL A. RANKIN	CODE ENFORCEMENT MILEAGE FOR SEPTEMBE	65.59	
Total For Dept 412 PLANNING/ZONING DEPT				6,270.09	
Dept 448 STREET LIGHTS					
101-448-920	UTILITIES	DTE ENERGY	STREET LIGHTS 9/1/17-9/30-17	3,109.04	
Total For Dept 448 STREET LIGHTS				3,109.04	
Dept 449 ROAD WORK					
101-449-814	ROAD IMPROVEMENTS	WASHTENAW COUNTY TREASUR	SIX MILE CULVERT REPAIR	34,188.89	
Total For Dept 449 ROAD WORK				34,188.89	
Dept 666 COMMUNITY CENTER					
101-666-815	CC PROGRAMS	STARDUST THEATRE RENTALS	MOVIE SCREEN RENTAL 9/15/17	350.00	
101-666-816	GROUNDS/CLEANG/JANITORL SERVIC	J & M LANDSCAPING	LAWN CARE FOR AUGUST 2017	75.00	
101-666-920	UTILITIES	DTE ENERGY	9101 MAIN ST. 8/24/17-9/22/17	69.20	
101-666-930	REPAIRS & MAINTENANCE	MICRO TECH SERVICES INC	COM CTR ANIT-VIRUS 10/1/17-10/31/17	15.30	
101-666-930	REPAIRS & MAINTENANCE	PURE WINDOW WASHING	COM CTR WINDOWS 9/26/17	58.00	
Total For Dept 666 COMMUNITY CENTER				567.50	
Dept 753 RECREATION BOARD					
101-753-931	PARK MAINITENANCE	WASTE MANAGEMENT OF MI	DOG PARK WASTE REMOVAL 10/1/17-10/31/	16.29	
Total For Dept 753 RECREATION BOARD				16.29	
Total For Fund 101 GENERAL FUND				58,639.26	
Fund 207 LAW ENFORCEMENT FUND					
Dept 000					
207-000-214	DUE TO OTHERS	STATE OF MICHIGAN	LIVESCAN 8/22/17-8/31/17	546.00	
Total For Dept 000				546.00	
Dept 270 LEGAL/PROFESSIONAL					
207-270-803	LEGAL	MCGRW MORRIS P.C.	LEGAL SERVICES 8/1/17-8/22/17	1,075.00	
207-270-803	LEGAL	MCGRW MORRIS P.C.	LEGAL SERVICES 6/1/17-7/12/17	1,320.00	
207-270-803	LEGAL	PAUL E BURNS	LEGAL SERVICES FOR SEPT 2017	3,300.00	
Total For Dept 270 LEGAL/PROFESSIONAL				5,695.00	
Dept 301 OPERATING COSTS					
207-301-727		ARBOR SPRINGS WATER CO I	PD 4 - 5 GAL ARTESIAN WATER & RENTAL	40.00	
207-301-727	SUPPLIES	BATTERIES PLUS BULBS #38	AA, AAA & C BATTERIES	42.00	
207-301-727	SUPPLIES	PNC BANK	WAGNER CHARGES 8/24/17-9/15/17	268.95	
207-301-741	UNIFORMS/GEAR & ALLOWANCE	PRIORITY ONE EMERGENCY	NAMEPLATE, TACLITE TDU PANTS, SHIRT &	130.47	
207-301-741	UNIFORMS/GEAR & ALLOWANCE	PRIORITY ONE EMERGENCY	511 TACLITE TDU SHIORT & PATCH APPLIC	60.49	
207-301-820		WASHTENAW COUNTY TREASUR	PD DISPATCH SERVICES OCTOBER 2017	5,437.25	
207-301-850	COMMUNICATION	NEXTIVA INC.	PD & FD PHONES 11/1/17-11/30/17	712.64	
207-301-972	COMPUTER	DELL MARKETING L .P.	POLICE CAD - OPTIPLEX 5050 MT XCTO	1,796.00	
207-301-972	COMPUTER	MICRO TECH SERVICES INC	PD MTS MANAGED SERVICES	55.70	
207-301-972	COMPUTER	MICRO TECH SERVICES INC	W BOX 43 INCH 4K UHD TV	399.00	
Total For Dept 301 OPERATING COSTS				8,942.50	

10/05/2017 01:02 PM

User: JEN

DB: Northfield

## INVOICE GL DISTRIBUTION REPORT FOR NORTHFIELD TOWNSHIP

EXP CHECK RUN DATES 10/11/2017 - 10/11/2017

BOTH JOURNALIZED AND UNJOURNALIZED OPEN

BANK CODE: MIF

Page: 3/5

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 207 LAW ENFORCEMENT FUND					
Dept 333 TRANSPORTATION					
207-333-930	REPAIRS & MAINTENANCE	ADVANCE AUTO PARTS - PD	TIRE FOAM, GLASS WIPES, AF VENTSTCK,	16.48	
207-333-930		BRIGHTON FORD INC	2013 EXPLORER BRAKE WORK, ALIGNMENT &	2,605.60	
207-333-930		BRIGHTON FORD INC	2014 TAURUS OIL CHANGE, BRAKE REPAIR,	626.17	
207-333-930	REPAIRS & MAINTENANCE	LAFONTAINE CHEVROLET	2017 TAHOE 2940 OIL CHANGE	61.04	
207-333-930	REPAIRS & MAINTENANCE	VAL'S SERVICE STATION	TIRE REPAIR	25.00	
207-333-930	REPAIRS & MAINTENANCE	VAL'S SERVICE STATION	EXPLORER - 4 NEW TIRES, MOUNT & BALAN	1,159.96	
Total For Dept 333 TRANSPORTATION				4,494.25	
Total For Fund 207 LAW ENFORCEMENT FUND				19,677.75	
Fund 216 MEDICAL RESCUE FUND					
Dept 301 OPERATING COSTS					
216-301-727		ARBOR SPRINGS WATER CO I	FD 3 - 5 GAL ARTESIAN WATER	19.50	
216-301-727	SUPPLIES	ARBOR SPRINGS WATER CO I	FD 4 - 5 GAL ARTESIAN WATER	26.00	
216-301-727	SUPPLIES	BATTERIES PLUS BULBS #38	AA, AAA & C BATTERIES	42.00	
216-301-727	SUPPLIES	PNC BANK	WAGNER CHARGES 8/24/17-9/15/17	592.96	
216-301-820	DISPATCH SERVICES	EMERGENT HEALTH PARTNERS	FIRE DISPATCHING SERVICES OCTOBER 201	900.82	
216-301-850	COMMUNICATION	NEXTIVA INC.	PD & FD PHONES 11/1/17-11/30/17	290.00	
216-301-972	COMPUTER	MICRO TECH SERVICES INC	FD MTS MANAGES SERVICES	20.40	
Total For Dept 301 OPERATING COSTS				1,891.68	
Dept 333 TRANSPORTATION					
216-333-930	REPAIRS & MAINTENANCE	ADVANCE AUTO PARTS - FD	BATTERIES & CORE RETURN	203.66	
216-333-930	REPAIRS & MAINTENANCE	ADVANCE AUTO PARTS - FD	R8-2 BATTERY & CORE RETURN	203.66	
216-333-930	REPAIRS & MAINTENANCE	ADVANCE AUTO PARTS - FD	THREAD SEALING TAPE	2.93	
216-333-930	REPAIRS & MAINTENANCE	ADVANCE AUTO PARTS - FD	COMPRESSION FITTING & COUPLING	5.73	
216-333-930	REPAIRS & MAINTENANCE	ADVANCE AUTO PARTS - FD	BRK LUBE SIL-GLYDE, 50 PC RAZOR BLADE	35.01	
216-333-930	REPAIRS & MAINTENANCE	ADVANCE AUTO PARTS - FD	FUEL HOSE, CLAMP, FUEL FILTER	9.15	
216-333-930	REPAIRS & MAINTENANCE	ADVANCE AUTO PARTS - FD	PAINT MARKERS	7.94	
216-333-930	REPAIRS & MAINTENANCE	APOLLO FIRE APPARATUS RE	PSI GUAGES	189.91	
216-333-930	REPAIRS & MAINTENANCE	CHARLES SMITH	OCTO MINI LED BEACON	197.60	
Total For Dept 333 TRANSPORTATION				855.59	
Dept 900 CAPITAL OUTLAY					
216-900-970	EQUIPMENT	HOME DEPOT CREDIT SERVIC	GAS RANGE	382.00	
Total For Dept 900 CAPITAL OUTLAY				382.00	
Total For Fund 216 MEDICAL RESCUE FUND				3,129.27	
Fund 248 DOWNTOWN DEVELOPMENT AUTH					
Dept 301 OPERATING COSTS					
248-301-801	PLANNER FEES	MCKENNA ASSOCIATES	DOWNTOWN PLAN SERVICES FOR AUGUST 201	8,217.00	
Total For Dept 301 OPERATING COSTS				8,217.00	
Total For Fund 248 DOWNTOWN DEVELOPMENT AUTH				8,217.00	
Fund 370 PUBLIC SAFETY BLDG DEBT FD					
Dept 301 OPERATING COSTS					
370-301-727	SUPPLIES	PNC BANK	WAGNER CHARGES 8/24/17-9/15/17	296.33	
370-301-816	GROUNDS/CLEANG/JANITORL SERVIC	J & M LANDSCAPING	LAWN CARE FOR AUGUST 2017	150.00	
370-301-818	CONTRACTUAL SERVICES	MICHIGAN GENERATOR SERVI	MAINTENANCE AGREEMENT ANNUAL FEE	575.00	
370-301-920	UTILITIES	DTE ENERGY	8350 MAIN ST 8/24/17-9/22/17	1,407.71	
370-301-930	REPAIRS & MAINTENANCE	PURE WINDOW WASHING	PSB ENTRYWAY WINDOWS	10.00	

10/05/2017 01:02 PM

User: JEN

DB: Northfield

## INVOICE GL DISTRIBUTION REPORT FOR NORTHFIELD TOWNSHIP

EXP CHECK RUN DATES 10/11/2017 - 10/11/2017

BOTH JOURNALIZED AND UNJOURNALIZED OPEN

BANK CODE: MIF

Page: 4/5

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 370 PUBLIC SAFETY BLDG DEBT FD					
Dept 301 OPERATING COSTS					
Total For Dept 301 OPERATING COSTS				2,439.04	
Total For Fund 370 PUBLIC SAFETY BLDG DEBT FD				2,439.04	
Fund 571 WASTEWATER TREATMENT FUND					
Dept 301 OPERATING COSTS					
571-301-740		ALEXANDER CHEMICAL CORP	FERRIC CHLORIDE	5,418.18	
571-301-740	OPERATING SUPPLIES	NALCO CROSSBOW WATER	CARBON GUARD	102.55	
571-301-740	OPERATING SUPPLIES	USA BLUE BOOK	SULFURIC ACID	107.90	
571-301-740	OPERATING SUPPLIES	USA BLUE BOOK	SDS VISIT	1,617.63	
571-301-817	LAB & TESTING	BRIGHTON ANALYTICAL LLC	SELENIUM	15.00	
571-301-920		CONSUMERS ENERGY	11500 LEMEN RD #A 8/23/17-9/20/17	607.21	
571-301-920		CONSUMERS ENERGY	8076 WHITMORE LAKE RD 8/23/17-9/22/17	50.07	
571-301-920		CONSUMERS ENERGY	601 RAYMOND DR #GEN 8/23/17-9/22/17	50.07	
571-301-920		CONSUMERS ENERGY	7647 EDMUND ST. 8/23/17-9/22/17	48.55	
571-301-920		CONSUMERS ENERGY	11500 LEMEM RD #C 8/23/17-9/20/17	52.22	
571-301-920		CONSUMERS ENERGY	11500 LEMEN RD. #B 8/23/17-9/20/17	49.00	
571-301-920	UTILITIES	DTE ENERGY	7647 EDMUND ST. 8/24/17-9/22/17	28.59	
571-301-920	UTILITIES	DTE ENERGY	10201 ELMCREST RD 8/24/17-9/22/17	23.11	
571-301-920	UTILITIES	DTE ENERGY	8076 MAIN ST 8/24/17-9/22/17	38.97	
571-301-920	UTILITIES	DTE ENERGY	601 RAYMOND 8/24/17-9/22/17	24.83	
571-301-920	UTILITIES	DTE ENERGY	11380 N SHORE DR 8/24/17-9/22/17	35.19	
571-301-920	UTILITIES	DTE ENERGY	11591 N SHORE DR 8/24/17-9/22/17	21.78	
571-301-920	UTILITIES	DTE ENERGY	11800 N MAIN ST. 8/24/17-9/22/17	49.03	
571-301-920	UTILITIES	DTE ENERGY	7941 TURNBERRY DR. 8/24/17-9/22/17	24.47	
571-301-920	UTILITIES	DTE ENERGY	9457 LAKEPOINTE DR 8/24/17-9/22/17	14.21	
571-301-920	UTILITIES	DTE ENERGY	11502 LEMEN RD 8/24/17-9/22/17	13.77	
571-301-920	UTILITIES	DTE ENERGY	925 8 MILE RD BLDG PERM 8/24/17-9/22/17	366.30	
571-301-920	UTILITIES	DTE ENERGY	11615 E SHORE DR. 8/23/17-9/21/17	62.12	
571-301-920	UTILITIES	DTE ENERGY	10597 9 MILE RD 8/23/17-9/21/17	15.80	
571-301-920	UTILITIES	DTE ENERGY	427 E NORTH TERRITORIAL 8/22/17-9/20/17	56.14	
571-301-920	UTILITIES	DTE ENERGY	EC-PRIMARY SUPPLY RATE 8/22/17-9/20/17	1,390.70	
571-301-930	REPAIRS & MAINTENANCE	ARBOR SPRINGS WATER CO I	WWTP 6 - 5 GAL ARTESIAN WATER	39.00	
571-301-930	REPAIRS & MAINTENANCE	BEAVER RESEARCH CO	BRITE BLUE DISINF.BOWL CLEANER	82.59	
571-301-930	REPAIRS & MAINTENANCE	BOULLION SALES, INC.	EYELET, COVER & SPOOL INSERT	20.46	
Total For Dept 301 OPERATING COSTS				10,425.44	
Dept 528 O & M - BOND & INTEREST					
571-528-954	AGENT FEES	WASHTENAW COUNTY TREASUR	FUND 3350 WASHNOFLD07 SEMI-ANNUAL AGE	99.12	
571-528-989	INTEREST 1992 BOND	US BANK, N.A.	2004B LGLP-SRS-NORTHFIELD TWP #5 - BO	5,259.38	
Total For Dept 528 O & M - BOND & INTEREST				5,358.50	
Total For Fund 571 WASTEWATER TREATMENT FUND				15,783.94	
Fund 890 N.T. SEWER DISTRICT					
Dept 905 DEBT SERVICE					
890-905-954	AGENT FEES	WASHTENAW COUNTY TREASUR	FUND 3350 WASHNOFLD07 SEMI-ANNUAL AGE	63.38	
Total For Dept 905 DEBT SERVICE				63.38	
Total For Fund 890 N.T. SEWER DISTRICT				63.38	

10/05/2017 01:02 PM  
User: JEN  
DB: Northfield

INVOICE GL DISTRIBUTION REPORT FOR NORTHFIELD TOWNSHIP  
EXP CHECK RUN DATES 10/11/2017 - 10/11/2017  
BOTH JOURNALIZED AND UNJOURNALIZED OPEN  
BANK CODE: MIF

Page: 5/5

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
-----------	-------------------	--------	---------------------	--------	---------

Fund Totals:

Fund 101 GENERAL FUND	58,839.26
Fund 207 LAW ENFORCEME	19,677.75
Fund 216 MEDICAL RESCU	3,129.27
Fund 248 DOWNTOWN DEVE	8,217.00
Fund 370 PUBLIC SAFETY	2,439.04
Fund 571 WASTEWATER TR	15,783.94
Fund 890 N.T. SEWER DI	63.38

Total For All Funds:	<u>108,149.64</u>
----------------------	-------------------

10/05/2017 12:58 PM  
User: JEN  
DB: Northfield

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP  
CHECK DATE FROM 09/12/2017 - 10/05/2017  
Banks: MIF

**PAID**

Page 1/13

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND								
09/12/2017	MIF	42770	L0039316222	UNEMPLOYMENT INSURANCE AGENC	ACCOUNT 0802244 000 CALENDAR YEAR	721	265	12.75
09/13/2017	MIF	42774*#	1672854	ARBOR SPRINGS WATER CO INC	OFFICE 4 - 5 GAL ARTESIAN WATER &	727	265	26.00
			1672854		OFFICE 4 - 5 GAL ARTESIAN WATER &	940	265	14.00
				CHECK MIF 42774 TOTAL FOR FU				40.00
09/13/2017	MIF	42775	09052017	ASSESSMENT ADMIN. SERVICES,	ASSESSING SERVICES MID AUGUST-MID	818	257	5,833.33
09/13/2017	MIF	42776	CLASSES	BARBARA J. WHEELER	PRESENTATION OF LIVE REPTILES - 8/	815	666	50.00
09/13/2017	MIF	42777*#	007011521-0002	BLUE CROSS BLUE SHIELD OF MI	PREMIUMS FOR OCT 2017	716	257	1,077.16
09/13/2017	MIF	42778*#	007011521-0001	BLUE CROSS BLUE SHIELD OF MI	PREMIUMS FOR OCT. 2017	716	172	2,590.59
			007011521-0001		PREMIUMS FOR OCT. 2017	716	215	577.77
			007011521-0001		PREMIUMS FOR OCT. 2017	716	253	832.39
			007011521-0001		PREMIUMS FOR OCT. 2017	716	666	629.93
				CHECK MIF 42778 TOTAL FOR FU				4,630.68
09/13/2017	MIF	42782*#	0075124090117	CHARTER COMMUNICATIONS	PEG STATION & PSB CABLE BOXES 9/9/	850	265	9.76
09/13/2017	MIF	42783	CLASSES	CHRISTINE STEWART	LINE DANCE FOR BEGINNERS - AUGUST	815	666	270.00
09/13/2017	MIF	42786	MILEAGE	CRISTINA WILSON	DPTY CLERK MILEAGE FOR AUGUST 2017	860	215	92.39
09/13/2017	MIF	42787	MILEAGE	DAWN SAMFILIPPO	MILEAGE TO BANK & POST OFFICE 7/6/	860	253	51.36
09/13/2017	MIF	42792	CLASSES	LINDA HARTLEY	CHAIR YOGA & GENTLE YOGA - AUGUST	815	666	275.00
09/13/2017	MIF	42793#	MILEAGE	MARY BIRD	MILEAGE REIMBURSEMENT 7/18/17-8/21	860	257	31.03
			MILEAGE		MILEAGE REIMBURSEMENT 7/18/17-8/21	860	412	44.94
				CHECK MIF 42793 TOTAL FOR FU				75.97
09/13/2017	MIF	42795*	4362	MCGRAW MORRIS P.C.	LEGAL FEES JULY 2017	803	270	2,109.80
09/13/2017	MIF	42796	21601-7	MCKENNA ASSOCIATES	PLANNING SERVICES JULY 2017	801	412	3,862.50
			21601-7		PLANNING SERVICES JULY 2017	823	412	1,025.00
				CHECK MIF 42796 TOTAL FOR FU				4,887.50
09/13/2017	MIF	42798	MILEAGE	MICHAEL A. RANKIN	CODE ENFORCEMENT MILEAGE AUGUST 20	860	412	122.99

10/05/2017 12:58 PM

User: JEN

DB: Northfield

## CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

Page 2/13

CHECK DATE FROM 09/12/2017 - 10/05/2017

Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND								
09/13/2017	MIF	42800*#	31492	MICRO TECH SERVICES INC	OFFICE MTS MANAGED ANTIVIRUS 9/1/1	936	228	164.90
			31493		CM CTR MTS MANAGED ANTI-VIRUS 9/1/	930	666	15.30
				CHECK MIF 42800 TOTAL FOR FU				180.20
09/13/2017	MIF	42801	0002079368	MLIVE MEDIA GROUP	ADS AUGUST 2017	900	101	229.67
09/13/2017	MIF	42804*#	7900 0440 8028 914	NEOFUNDS BY NEOPOST	POSTAGE 8/14/17-9/12/17	851	257	67.74
			7900 0440 8028 914		POSTAGE 8/14/17-9/12/17	851	265	156.41
			7900 0440 8028 914		POSTAGE 8/14/17-9/12/17	851	412	38.54
				CHECK MIF 42804 TOTAL FOR FU				262.69
09/13/2017	MIF	42806*#	AUGUST 2017	PAUL E BURNS	LEGAL SERVICES FOR AUGUST 2017	803	253	500.00
			AUGUST 2017		LEGAL SERVICES FOR AUGUST 2017	803	270	7,940.00
			AUGUST 2017		LEGAL SERVICES FOR AUGUST 2017	927	270	(3,800.00)
				CHECK MIF 42806 TOTAL FOR FU				4,640.00
09/13/2017	MIF	42807	XXXX XXXX XXXX 133	PNC BANK	AVERILL CHARGES 7/20/17-8/14/17	727	666	21.46
			XXXX XXXX XXXX 133		AVERILL CHARGES 7/20/17-8/14/17	812	666	(26.00)
			XXXX XXXX XXXX 133		AVERILL CHARGES 7/20/17-8/14/17	815	666	188.30
			XXXX XXXX XXXX 133		AVERILL CHARGES 7/20/17-8/14/17	822	666	101.35
				CHECK MIF 42807 TOTAL FOR FU				285.11
09/13/2017	MIF	42809	9507703	QUILL CORP	OFFICE SUPPLIES	727	265	109.76
			9538788		OFFICE SUPPLIES	727	265	6.99
			8673016		BINDER	727	265	15.29
				CHECK MIF 42809 TOTAL FOR FU				132.04
09/13/2017	MIF	42812*#	51206634	TETRA TECH INC	NON-MOTORIZED PATH TRAIL DESIGN TH	805	449	3,600.00
			51216645		NON-MOTORIZED TRAIL DESIGN SERVICE	805	449	1,000.00
				CHECK MIF 42812 TOTAL FOR FU				4,600.00
09/13/2017	MIF	42815*#	338536956	U.S. BANK EQUIPMENT FINANCE	COPIER LEASES SEPT 2017	940	265	191.02
			338536956		COPIER LEASES SEPT 2017	940	666	179.57
				CHECK MIF 42815 TOTAL FOR FU				370.59
09/13/2017	MIF	42818	8017425-1717-1	WASTE MANAGEMENT OF MI	DOG PARK WASTE REMOVAL 9/1/17-9/30	931	753	15.75

10/05/2017 12:58 PM

User: JEN

DB: Northfield

## CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

CHECK DATE FROM 09/12/2017 - 10/05/2017

Banks: MIF

Page 3/13

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND								
09/14/2017	MIF	42819	2017 SUMMER TAX	NORTHFIELD TOWNSHIP	B-02-05-380-008 SUMMER 2017 TAX	959	247	73.08
09/21/2017	MIF	42827*#	TM05946124 0001	METLIFE - GROUP BENEFITS	PREMIUMS FOR OCTOBER 2017	717	172	152.30
			TM05946124 0001		PREMIUMS FOR OCTOBER 2017	717	215	47.78
			TM05946124 0001		PREMIUMS FOR OCTOBER 2017	717	253	45.87
			TM05946124 0001		PREMIUMS FOR OCTOBER 2017	717	257	48.85
			TM05946124 0001		PREMIUMS FOR OCTOBER 2017	717	666	51.28
			CHECK MIF 42827 TOTAL FOR FU					346.08
09/25/2017	MIF	370 (E) *#		PAYROLL	SUPERVISOR WAGES	701	171	480.77
					SUPERVISOR FICA	715	171	36.78
					TOWNSHIP MANAGER WAGES	701	172	2,884.62
					ASST TO TOWNSHIP MANAGER-CLERICAL	704	172	1,006.88
					TOWNSHIP MANAGER DEPT. FICA	715	172	416.47
					CONTROLLER WAGES	722	172	1,552.50
					CLERK WAGES	701	215	480.77
					DEPUTY CLERK WAGES	703	215	1,611.20
					CLERK DEPT. FICA	715	215	160.03
					DEPUTY CLERK PENSION	718	215	161.12
					TREASURER WAGES	701	253	480.77
					DEPUTY TREASURER WAGES	703	253	1,507.32
					CLERICAL WAGES	704	253	810.00
					TREASURER DEPT. FICA	715	253	201.91
					DEPUTY TREASURER PENSION	718	253	150.73
					ASST ASSESSOR	709	257	1,659.20
					ASST ASSESSOR FICA	715	257	126.93
					ASST ASSESSOR PENSION	718	257	165.92
					PAYROLL FEES	727	265	28.85
					ZBA WAGES	707	412	637.50
					ZBA / PLANNING FICA	715	412	87.02
					PLANN COMM WAGES	726	412	500.00
					COMM. CENTER DIRECTOR WAGES	701	666	1,768.93
					COMM. CENTER FICA	715	666	131.12
					COMM CENTER DIRECTOR-PENSION	718	666	176.88
			CHECK MIF 370 (E) TOTAL FOR F					17,224.22
09/27/2017	MIF	42833*#	1000 0973 9812	CONSUMERS ENERGY	9101 MAIN ST. 8/22/17-9/20/17	920	666	16.32
09/27/2017	MIF	42835	N6737105	MAILFINANCE	MAIL MACHINE LEASE 7/12/17-10/11/1	940	265	420.36

10/05/2017 12:58 PM

User: JEN

DB: Northfield

## CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

Page 4/13

CHECK DATE FROM 09/12/2017 - 10/05/2017

Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND								
09/27/2017	MIF	42839#	XXXX XXXX XXXX 589	PNC BANK	WILSON CHARGES 8/30/17-9/6/17	214	000	10.00
			XXXX XXXX XXXX 589		WILSON CHARGES 8/30/17-9/6/17	727	265	14.95
			CHECK MIF 42839 TOTAL FOR FU					24.95
09/27/2017	MIF	42841*#	9757421	QUILL CORP	PHONE CASE	850	172	34.95
			9733667		TOILET BOWL CLEANER & MULTI-SURFAC	727	265	53.98
			8644682		OFFICE SUPPLIES AND MEETING TABLES	727	265	29.34
			8670706		8 TAB DIVIDERS	727	265	34.18
			CHECK MIF 42841 TOTAL FOR FU					152.45
09/27/2017	MIF	42842*#	XXXX XXXX XXXX 354	STAPLES CREDIT PLAN	CHARGES 8/15/17-8/31/17	727	265	502.86
09/27/2017	MIF	42843	339972499	U.S. BANK EQUIPMENT FINANCE	OFFICE SMALL COPIER LEASE SEPT 201	940	265	65.23
10/04/2017	MIF	42853*#	1000308	APPLIED IMAGING	OFFICE & PD MAINT AGREEMENT 9/22/1	727	265	17.16
			1000308		OFFICE & PD MAINT AGREEMENT 9/22/1	727	265	40.67
			999334		WWTP & COM CTR MAINT AGREEMENT 9/2	727	666	22.78
			CHECK MIF 42853 TOTAL FOR FU					80.61
10/04/2017	MIF	42855*#	0083771092717	CHARTER COMMUNICATIONS	PSB & OFFICE PHONES & INTERNET 10/	850	265	159.96
			0083763092417		COM CTR PHONES, INTERNET & TV 10/4	850	666	227.78
			CHECK MIF 42855 TOTAL FOR FU					387.74
10/04/2017	MIF	42860	REFUND	MARK & SHELLY LECRONE REV FA	REFUND OF DUPLICATE NSF FEE	671	000	15.00
10/04/2017	MIF	42861	NOV 9 2017	OPC	14 TICKETS FOR "A MUSICAL JOURNEY	812	666	238.00
			Total for fund 101 GENERAL FUND					49,801.64

10/05/2017 12:58 PM  
User: JEN  
DB: Northfield

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP  
CHECK DATE FROM 09/12/2017 - 10/05/2017  
Banks: MIF

Page 5/13

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 207 LAW ENFORCEMENT FUND								
09/13/2017	MIF	42774*#	1672852	ARBOR SPRINGS WATER CO INC	PD 4 - 5 GAL ARTESIAN WATER & RENT	727	301	40.00
09/13/2017	MIF	42777*#	007011521-0002	BLUE CROSS BLUE SHIELD OF MI	PREMIUMS FOR OCT 2017	716	226	5,147.61
09/13/2017	MIF	42778*#	007011521-0001	BLUE CROSS BLUE SHIELD OF MI	PREMIUMS FOR OCT. 2017	716	226	1,741.23
09/13/2017	MIF	42782*#	0075124090117	CHARTER COMMUNICATIONS	PEG STATION & PSB CABLE BOXES 9/9/	850	301	28.00
09/13/2017	MIF	42795*	4362	MCGRAW MORRIS P.C.	LEGAL FEES JULY 2017	803	270	50.00
09/13/2017	MIF	42797	IN830186	MFASCO	GLOVES, SANITIZER & SOAP	727	301	115.82
09/13/2017	MIF	42800*#	31494	MICRO TECH SERVICES INC	PD MTS MANAGED SVS 9/1/17-9/30/17	930	301	55.70
			31464		W BOX 43 INCH - 4K UHD TV	972	301	399.00
			CHECK MIF 42800 TOTAL FOR FU					
09/13/2017	MIF	42804*#	7900 0440 8028 914	NEOFUNDS BY NEOPOST	POSTAGE 8/14/17-9/12/17	851	301	5.00
09/13/2017	MIF	42806*#	AUGUST 2017	PAUL E BURNS	LEGAL SERVICES FOR AUGUST 2017	803	270	3,300.00
09/13/2017	MIF	42808	70032798	PRIORITY ONE EMERGENCY	PATCH APPLICATION	741	301	12.50
09/13/2017	MIF	42811	551-494256	STATE OF MICHIGAN	LIVE SCAN JULY 2017	214	000	126.00
09/13/2017	MIF	42815*#	338536956	U.S. BANK EQUIPMENT FINANCE	COPIER LEASES SEPT 2017	940	301	217.38
09/13/2017	MIF	42817	702	WASHTENAW COUNTY TREASURER	PD DISPATCH SERVICES SEPTEMBER 201	820	301	5,437.25
09/21/2017	MIF	42820	17-3929	14A-4 DISTRICT COURT	BURKE, DONALD JOSEPH COMPLAINT #17	214	000	55.00
09/21/2017	MIF	42823	115582	ALPHAGRAPHS	SERVICE FEE RECEIPTS	900	301	240.79
09/21/2017	MIF	42824*	79168089	DELL FINANCIAL SERVICES	PD & FD COMPUTER LEASES 9/26/17-10	972	301	318.63
09/21/2017	MIF	42826	PETTY CASH	MARTIN SMITH	PD PETTY CASH REPLENISHMENT	004	000	100.00
09/21/2017	MIF	42827*#	TM05946124 0001	METLIFE - GROUP BENEFITS	PREMIUMS FOR OCTOBER 2017	717	226	749.00
09/21/2017	MIF	42828	9792190776	VERIZON WIRELESS MESSAGING S	PD SERVICE 8/05/17-9/04/17	850	301	186.84

10/05/2017 12:58 PM

User: JEN

DB: Northfield

## CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

Page 6/13

CHECK DATE FROM 09/12/2017 - 10/05/2017

Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 207 LAW ENFORCEMENT FUND								
09/21/2017	MIF	42829	29967	WASHTENAW COUNTY TREASURER	PD DISPATCH SERVICES MAY 2017	820	301	5,278.91
09/25/2017	MIF	370(E)*#		PAYROLL	LAW ENFORCEMENT SUPERVISORS WAGES	701	226	8,554.83
					LAW ENFORCEMENT FULL-TIME WAGES	702	226	18,101.90
					LAW ENFORCEMENT CLERICAL WAGES	704	226	2,668.14
					LAW ENFORCEMENT PART-TIME WAGES	708	226	1,228.42
					LAW ENFORCEMENT OVER-TIME WAGES	711	226	3,685.92
					LAW ENFORCEMENT FICA	715	226	2,603.36
					LAW ENFORCEMENT PENSION	718	226	2,748.16
					PAYROLL FEE	727	301	32.53
				CHECK MIF 370(E) TOTAL FOR F				39,623.26
09/27/2017	MIF	42837*	ARR0009542	NEXTIVA INC.	PD & FD PHONES 9/1/17-9/30/17	850	301	704.09
09/27/2017	MIF	42842*#	XXXX XXXX XXXX 354	STAPLES CREDIT PLAN	CHARGES 8/15/17-8/31/17	727	301	(106.98)
09/27/2017	MIF	42846	5004235485	WELLS FARGO FINANCIAL LEASIN	PD PRINTER LEASES 9/8/17-10/07/17	972	301	196.30
10/04/2017	MIF	42853*#	1000308	APPLIED IMAGING	OFFICE & PD MAINT AGREEMENT 9/22/17	727	301	18.32
10/04/2017	MIF	42864	509877	VIPERSPACE INC.	SYMANTEC ENDPOINT .CLOUD PROTECTIO	972	301	450.00
10/04/2017	MIF	42865	51371881	WEX BANK	PD FUEL CHARGES SEPT 2017	860	333	1,657.09
				Total for fund 207 LAW ENFORCEMENT FUND				66,146.74

10/05/2017 12:58 PM  
User: JEN  
DB: Northfield

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP  
CHECK DATE FROM 09/12/2017 - 10/05/2017  
Banks: MIF

Page 7/13

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 216 MEDICAL RESCUE FUND								
09/13/2017	MIF	42771	2716-254957	ADVANCE AUTO PARTS - FD	MULTI-USE PUMP AND FLEET CHARGES	930	333	44.62
			2716-254821		CHLORINATED BRK CLNR, BAND WRENCHES	930	333	34.19
				CHECK MIF 42771 TOTAL FOR FU				78.81
09/13/2017	MIF	42778*#	007011521-0001	BLUE CROSS BLUE SHIELD OF MI	PREMIUMS FOR OCT. 2017	716	226	1,337.45
			007011521-0001		PREMIUMS FOR OCT. 2017	716	226	(260.64)
				CHECK MIF 42778 TOTAL FOR FU				1,076.81
09/13/2017	MIF	42779	0022721-IN	BREATHING AIR SYSTEMS	MAIN PROGRAM RENEWAL, AIR TEST & C	930	333	636.50
09/13/2017	MIF	42781	REIMBURSE	CHARLES SMITH	Z-3 LINEAR LED SURFACE MOUNTS	930	333	140.22
09/13/2017	MIF	42782*#	0075124090117	CHARTER COMMUNICATIONS	PEG STATION & PSB CABLE BOXES 9/9/	850	301	14.00
09/13/2017	MIF	42784	EMW-2016-FR-00273	CITY OF YPSILANTI - FIRE DEP	AED LIFE PACK 1000	970	900	2,705.38
09/13/2017	MIF	42788	013407	EMERGENCY VEHICLES PLUS	ENGINE 82 REPAIR - BURNT MOTOR AND	930	333	2,072.25
			013405		TANKER 82 REPAIR - LOSS OF ELECTRI	930	333	452.59
				CHECK MIF 42788 TOTAL FOR FU				2,524.84
09/13/2017	MIF	42789	INV05771	EMERGENT HEALTH PARTNERS	FIRE DISPATCHING SERVICES SEPT 201	820	301	900.82
09/13/2017	MIF	42794	20343	MASTERCRAFT PLUMBING, INC.	RESET 2 TOILETS	930	301	883.00
09/13/2017	MIF	42800*#	31495	MICRO TECH SERVICES INC	FD MTS MANAGED SVS 9/1/17-9/30/17	930	301	20.40
09/13/2017	MIF	42805	7362	NORTH EASTERN UNIFORMS & EQU	SHIRTS & TROUSERS	741	301	178.49
09/13/2017	MIF	42813	16270	THE ACCUMED GROUP	FD SERVICE FEE 5/1/17-5/31/17	818	301	49.69
09/21/2017	MIF	42821	2716-255554	ADVANCE AUTO PARTS - FD	BACK-UP ALARM HEAVY	930	333	27.59
09/21/2017	MIF	42824*	79168089	DELL FINANCIAL SERVICES	PD & FD COMPUTER LEASES 9/26/17-10	972	301	318.63
09/21/2017	MIF	42827*#	TM05946124 0001	METLIFE - GROUP BENEFITS	PREMIUMS FOR OCTOBER 2017	717	226	83.13
09/25/2017	MIF	370 (E) *#		PAYROLL	FIRE - CHIEF WAGES	701	226	3,346.77
					FIRE - PART-TIME WAGES	702	226	5,851.25
					ADMINISTRATIVE ASSISTANT	705	226	74.66
					SALARIES-PART TIME	708	226	927.32

10/05/2017 12:59 PM  
User: JEN  
DB: Northfield

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP  
CHECK DATE FROM 09/12/2017 - 10/05/2017  
Banks: MIF

Page 8/13

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount	
Fund: 216 MEDICAL RESCUE FUND									
					SOCIAL SECURITY	715	226	785.34	
					PENSION	718	226	334.66	
					TRAINING WAGES	958	226	174.00	
					PAYROLL FEE	727	301	48.50	
				CHECK MIF 370(E) TOTAL FOR F					11,542.50
09/27/2017	MIF	42832	0080645091317	CHARTER COMMUNICATIONS	2727 N TERRITORIAL PHONES & INTERN	850	301	89.98	
09/27/2017	MIF	42836*	INVESTMENT	MORGAN STANLEY FBO NORTHFIEL	CD INVESTMENT			** VOIDED **	
			INVESTMENT		CD INVESTMENT			** VOIDED **	
09/27/2017	MIF	42837*	ARR0009542	NEXTIVA INC.	PD & FD PHONES 9/1/17-9/30/17	850	301	290.00	
09/27/2017	MIF	42842*#	XXXX XXXX XXXX 354	STAPLES CREDIT PLAN	CHARGES 8/15/17-8/31/17	727	301	36.99	
09/27/2017	MIF	42845	9792316175	VERIZON WIRELESS MESSAGING S	FD CELL SERVICE 8/8/17-9/7/17	850	301	169.01	
09/27/2017	MIF	42847	51236092	WEX BANK	FD FUEL CHARGES AUGUST 2017	860	333	564.32	
09/27/2017	MIF	42850*	INVESTMENT	MORGAN STANLEY FBO NORTHFIEL	CD INVESTMENT	014	000	228,000.00	
09/27/2017	MIF	42851	INVESTMENT	MORGAN STANLEY FBO NORTHFIEL	CD INVESTMENT	014	000	250,000.00	
10/04/2017	MIF	42852	VR0000387241	ADVANCED DISPOSAL	STATION 2 TRASH REMOVAL 9/1/17-9/3	930	301	1.92	
				Total for fund 216 MEDICAL RESCUE FUND				500,333.03	

10/05/2017 12:59 PM

User: JEN

DB: Northfield

## CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

Page 9/13

CHECK DATE FROM 09/12/2017 - 10/05/2017

Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 287 BUILDING DEPARTMENT FUND								
09/13/2017	MIF	42782*#	0083748090117	CHARTER COMMUNICATIONS	BLDG DEPT PHONE & PSB PHONE & INTE	850	301	39.99
09/21/2017	MIF	42825	REFUND	JMB MECHANICAL	CANCELLED PERMIT PH170090	488	000	37.50
09/27/2017	MIF	42831	REFUND	BRANT KETTLEWELL	CANCELLED MECHANICAL PERMIT	488	000	100.00
10/04/2017	MIF	42857	INSPECTIONS	DINO BONA	ELECTRICAL INSPECTIONS FOR SEPT 20	725	301	495.00
10/04/2017	MIF	42858	INSPECTIONS	ELECTRICAL CODE SERVICES LLC	ELECTRICAL INSPECTIONS FOR SEPT 20	725	301	585.00
10/04/2017	MIF	42859	INSPECTIONS	LEONARD DONALD CZINSKI	PLUMBING & HEATING INSPECTIONS FOR	725	301	1,395.00
10/04/2017	MIF	42863	0000003742	PITTSFIELD TOWNSHIP	BUILDING INSPECTIONS FOR JULY 2017	725	261	1,923.00
			0000003747		BUILDING INSPECTIONS FOR AUGUST 20	725	261	1,747.00
				CHECK MIF 42863 TOTAL FOR FU				<u>3,670.00</u>
				Total for fund 287 BUILDING DEPARTMENT FUND				6,322.49

10/05/2017 12:59 PM

User: JEN

DB: Northfield

## CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

Page 10/13

CHECK DATE FROM 09/12/2017 - 10/05/2017

Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 370 PUBLIC SAFETY BLDG DEBT FD								
09/13/2017	MIF	42773	21920	ALLIANCE WINDOW CLEANING	PSB ENTRANCEWAY 8/21/17	930	301	10.00
09/13/2017	MIF	42782*#	0083748090117	CHARTER COMMUNICATIONS	BLDG DEPT PHONE & PSB PHONE & INTE	850	301	224.94
09/21/2017	MIF	42822	VR0000387251	ADVANCED DISPOSAL	PSB TRASH REMOVAL 9/1/17-9/30/17	930	301	23.00
09/27/2017	MIF	42833*#	1000 0012 0517	CONSUMERS ENERGY	8350 MAIN ST. 8/22/17-9/21/17	920	301	92.12
09/27/2017	MIF	42840	0104	PURE WINDOW WASHING	PSB ENTRYWAY 9/14/17	930	301	10.00
09/27/2017	MIF	42841*#	8644682	QUILL CORP	OFFICE SUPPLIES AND MEETING TABLES	727	301	279.96
10/04/2017	MIF	42854	734449030609	AT&T	ELEVATOR PHONE 9/25/17-10/24/17	850	301	78.87
10/04/2017	MIF	42855*#	0083771092717	CHARTER COMMUNICATIONS	PSB & OFFICE PHONES & INTERNET 10/	850	301	119.97
Total for fund 370 PUBLIC SAFETY BLDG DEBT FD								838.86

10/05/2017 12:59 PM

User: JEN

DB: Northfield

## CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

CHECK DATE FROM 09/12/2017 - 10/05/2017

Banks: MIF

Page 11/13

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 571 WASTEWATER TREATMENT FUND								
09/13/2017	MIF	42772	2716-255366	ADVANCE AUTO PARTS - WWTP	CUSTOMER 352920 - SILICONE, GASKET	930	301	48.74
09/13/2017	MIF	42777*#	007011521-0002	BLUE CROSS BLUE SHIELD OF MI	PREMIUMS FOR OCT 2017	716	226	5,659.11
09/13/2017	MIF	42778*#	007011521-0001	BLUE CROSS BLUE SHIELD OF MI	PREMIUMS FOR OCT. 2017	716	226	1,254.81
09/13/2017	MIF	42780	0817-99095	BRIGHTON ANALYTICAL LLC	NORTHFIELD YEARLY TESTING	817	301	395.00
09/13/2017	MIF	42785	6471562	CORRIGAN OIL CO	ETHANOL DELIVERY 515 GALLONS	860	333	1,046.45
09/13/2017	MIF	42790	4109	GLOBAL ENVIRONMENTAL CONSULT	CHRONIC TOXICITY TEST	817	301	700.00
09/13/2017	MIF	42791	9536082853	GRAINGER, INC.	COOLER/FREEZER STRIP DOOR	930	301	134.20
09/13/2017	MIF	42799	E20001-7	MICHIGAN WATER ENVIRONMENT	MEMBERSHIP	957	226	1,490.00
09/13/2017	MIF	42802	2224248	NALCO CROSSBOW WATER	IT SERVICE EXCHANGER & FILTER	740	301	194.38
09/13/2017	MIF	42803	394660	NCL OF WISCONSIN, INC.	NITRILE GLOVES, BEAKER, EYE DROPPE	740	301	872.37
09/13/2017	MIF	42810	106-17	RUSSELL J. SPEIGELBERG	EMERGENCY SEWER REPAIR	819	301	2,150.00
09/13/2017	MIF	42812*#	51206611	TETRA TECH INC	INTERCEPTOR FLOW MONITORING THRU 7	806	270	6,736.08
			51216646		INTERCEPTOR FLOW MONITORING THROUG	806	270	572.48
				CHECK MIF 42812 TOTAL FOR FU				7,308.56
09/13/2017	MIF	42815*#	338536956	U.S. BANK EQUIPMENT FINANCE	COPIER LEASES SEPT 2017	940	301	131.23
09/13/2017	MIF	42816	344046	USA BLUE BOOK	NITRILE DISPOSABLE GLOVES, INVERTE	819	301	237.03
09/21/2017	MIF	42827*#	TM05946124 0001	METLIFE - GROUP BENEFITS	PREMIUMS FOR OCTOBER 2017	717	226	264.35
09/25/2017	MIF	370 (E) *#		PAYROLL	SEWER SUPERINTENDENT WAGES	701	226	2,495.77
					SEWER FULL-TIME WAGES	702	226	7,126.22
					SALARIES-OVERTIME	711	226	334.20
					SEWER FICA	715	226	770.84
					SEWER - PENSION	718	226	920.18
					PAYROLL FEE	727	301	12.89
					COMMUNICATION	850	301	175.00
				CHECK MIF 370(E) TOTAL FOR F				11,835.10
09/27/2017	MIF	42830	VR0000387742	ADVANCED DISPOSAL	WWTP TRASH REMOVAL 9/1/17-9/30/17	920	301	5.04

10/05/2017 12:59 PM

User: JEN

DB: Northfield

## CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

CHECK DATE FROM 09/12/2017 - 10/05/2017

Banks: MIF

Page 12/13

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 571 WASTEWATER TREATMENT FUND								
09/27/2017	MIF	42833*#	1000 6159 0814	CONSUMERS ENERGY	11615 E SHORE DR 8/22/17-9/21/17	920	301	16.07
			1000 0950 4497		427 E NORTH TERRITORIAL 8/19/17-9/	920	301	17.48
			CHECK MIF 42833 TOTAL FOR FU					33.55
09/27/2017	MIF	42834	9100 116 3078 7	DTE ENERGY	9081 LAKE PINE DR. 8/22/17-9/20/17	920	301	23.00
			9100 116 3105 8		9225 LAKE PINE DR. 8/22/17-9/20/17	920	301	161.39
			9100 113 1384 8		10201 ELMCREST 8/22/17-9/20/17	920	301	16.89
			CHECK MIF 42834 TOTAL FOR FU					201.28
09/27/2017	MIF	42836*	INVESTMENT	MORGAN STANLEY FBO NORTHFIEL	CD INVESTMENT			** VOIDED **
			INVESTMENT		CD INVESTMENT			** VOIDED **
			INVESTMENT		CD INVESTMENT			** VOIDED **
09/27/2017	MIF	42838#	XXXX XXXX XXXX 588	PNC BANK	WILLIS CHARGES 9/5/17-9/14/17	957	226	570.00
			XXXX XXXX XXXX 588		WILLIS CHARGES 9/5/17-9/14/17	741	301	192.16
			CHECK MIF 42838 TOTAL FOR FU					762.16
09/27/2017	MIF	42844	INV200380	UNITED LABORATORIES	POLYMERGE	740	301	231.60
09/27/2017	MIF	42848	INVESTMENT	MORGAN STANLEY FBO NORTHFIEL	CD INVESTMENT	014	000	250,000.00
09/27/2017	MIF	42849	INVESTMENT	MORGAN STANLEY FBO NORTHFIEL	CD INVESTMENT	014	000	250,000.00
09/27/2017	MIF	42850*	INVESTMENT	MORGAN STANLEY FBO NORTHFIEL	CD INVESTMENT	014	000	22,000.00
10/04/2017	MIF	42853*#	999334	APPLIED IMAGING	WWTP & COM CTR MAINT AGREEMENT 9/2	727	301	13.12
10/04/2017	MIF	42855*#	0077545092617	CHARTER COMMUNICATIONS	WWTP PHONES & INTERNET 10/6/17-11/	850	301	264.93
10/04/2017	MIF	42856	9599983901	CONSTELLATION NEW ENERGY, IN	9081 & 9225 LAKE PINE DR 8/22/17-9	920	301	183.94
10/04/2017	MIF	42862	500026	PETER'S HARDWARE HAMBURG - W	CHARGES 9/13/17-9/26/17	930	301	191.80
			Total for fund 571 WASTEWATER TREATMENT FUND					557,608.75

10/05/2017 12:59 PM

User: JEN

DB: Northfield

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

CHECK DATE FROM 09/12/2017 - 10/05/2017

Page 13/13

Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 825 WHITMORE LAKE SEWER DISTRICT								
09/13/2017	MIF	42814	3584154102	THE HUNTINGTON NATIONAL BANK	2016 SPECIAL ASSESSMENT BOND (LIMI	986	905	11,196.89
Total for fund 825 WHITMORE LAKE SEWER DISTRIC								11,196.89
TOTAL - ALL FUNDS								1,192,248.40

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

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