

**NORTHFIELD TOWNSHIP BOARD AGENDA**  
**\*\*\* NOTICE OF SPECIAL MEETING \*\*\***  
**March 14, 2017 – 6:15 PM**  
**8350 Main Street**

CALL TO ORDER  
PLEDGE/INVOCATION  
ROLL CALL  
ADOPT BALANCE OF AGENDA  
CALL TO THE PUBLIC  
BOARD MEMBER COMMENTS  
CORRESPONDENCE and ANNOUNCEMENTS

AGENDA ITEMS:

1. Closed Session to receive written attorney client communication, pursuant to MCL 15.268(8)(h) +
2. Closed Session to discuss pending litigation, pursuant to MCL 15.268(8)(e) +
3. Closed Session to consider the purchase of real property, pursuant to MCL 15.268(8)(d) +
4. Possible action as a result of Closed Session +

2<sup>nd</sup> CALL TO THE PUBLIC  
BOARD MEMBER COMMENTS  
ADJOURNMENT

# NORTHFIELD TOWNSHIP BOARD AGENDA

March 14, 2017 - 7:00 PM  
8350 Main Street, 2<sup>nd</sup> Floor

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

## REPORTS/UPDATES

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

## PRESENTATION

1. Sewer Service Policy – review capital improvement needs and funding mechanisms for potentially serving development in areas of the township that are master-planned for more density

## AGENDA ITEMS

1. Fireworks Committee Request regarding parking +
2. Fiber Technologies Networks request for approval to modify Exhibit A of the Bilateral METRO Act Permit to expand its network
3. Hiring of Auxiliary Firefighter Fred Anstead
4. Receipt and discussion of recommendation of controller candidate and authorization to extend offer pending legal review of contract
5. Fee Schedule Revision to reflect McKenna Associates contracted rates
6. Emergent Health Partners Dispatch Contract Renewal
7. Metro Dispatch Contract Renewal
8. Update from the personnel committee +
9. Letter of Understanding to the POAM contract allowing the Director of Public Safety latitude in determining starting wages for newly hired part-time police officers.
10. Temporary change of status of Police Officer Corey Johnston from Part-time to Full-time

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  
February 14, 2017**

**CALL TO ORDER**

The meeting was called to order at 7:01 P.M. by Supervisor Chockley at 8350 Main Street.

**PLEDGE**

Supervisor Chockley gave 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	Absent with notice
Janet Chick, Trustee	Present
Wayne Dockett, Trustee	Present
Jacki Otto, Trustee	Present

Also present:

Wastewater Treatment Plant Superintendent  
Tim Hardesty  
Public Safety Director William Wagner  
Township Attorney Paul Burns  
Township Engineer Brian Rubel, TetraTech  
Community Center Director Tammy Averill  
Recording Secretary Lisa Lemble  
Members of the community

**CONSENT AGENDA:**

- Minutes
- Bills

The minutes and bills were pulled for discussion.

**ADOPT BALANCE OF AGENDA**

Chockley added the Retirement of Tim Hardesty as item 3a, and moved items 1 and 2 ahead of Reports.

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

**FIRST CALL TO THE PUBLIC**

Mary Devlin, 9211 Brookside, Sam Iaquinto, 9876 Main Street, Marilyn Harrington, 66525 Earhart Road, Tim Saville, 7705 Whitmore Lake Road, David Perry, 9411 Earhart Road, and Mike Cicchella, 7789 Sutton Road, made comments about the hiring of a Township Manager. Jenny Olney, 9315 Lakewood Court, commented on the Board retreat and objected to postings by a Trustee on her social media sites. Margaret Riddell, 65141 W. Eight Mile Road, commented on the Barker Road non-motorized pathway and the hiring of a Township Manager.

**BOARD MEMBER COMMENTS**

Several Board members responded to comments from the public regarding the pros and cons of hiring a Township Manager.

**CORRESPONDENCE AND ANNOUNCEMENTS**

Chockley referenced letters, emails, and phone calls from residents, noted that property assessments will be mailed later in the month, and called attention to a school fundraiser.

**AGENDA ITEMS**

1.

**Proclamation Celebrating the Life and Honoring the Memory of Debra Mozurkewich and naming in her honor the Barker Road Non-Motorized Pathway**

Chockley read the proclamation honoring Debra Mozurkewich and presented it to Debra's sister and brother-in-law, Elaine and Bob McDaniel.

- ▶ **Motion:** Chockley moved, that the *Proclamation Celebrating the Life and Honoring the Memory of Debra Mozurkewich and naming in her honor the Barker Road Non-Motorized Pathway* be adopted as presented. **Motion carried 5—1 on a voice vote, Dockett opposed. Resolution adopted.**

2.

**Recommendation of a Construction Firm for the Debra Mozurkewich Memorial Path Construction**

Brian Rubel of TetraTech reported six bids were received and recommended Fonson Company, Inc. of Brighton at a cost of either \$359,583 for concrete or \$329,039 for asphalt. In answer to questions, Chockley said \$221,633 is available for the project, and if the grant funds are not used half of them will be forfeited. Other issues including lack of some easements, Board policy regarding the fund balance, and contingency funds.

- ▶ **Motion:** Chockley moved, Otto supported, to award the bid to Fonson Company for completion of the Barker Road Non-Motorized Path with a concrete surface for the cost of \$359,583.25, to authorize the Township Supervisor to approve contract changes with the additional 5%-10% contingency amount, to amend the Township budget for a contingency of 5%-10% of the bid amount, and to recommend that the Township Supervisor, in lieu of a Township Manager, be granted an authority to approve contract changes within this contingency amount so any necessary changes can occur without delaying progress, pending completion of the two outstanding easement agreements on February 28<sup>th</sup>. **Dockett called for a roll call vote. Motion carried 4—2 on a roll call vote, Dockett and Zelenock opposed.**

[Dockett left the room].

## REPORTS

### Department Heads

*Fire and Police.* Board members asked questions, noted staff accomplishments, complimented the Fire Department on business inspections, said there is a need for rental housing inspections, and asked about a staffing matter.

*Wastewater Treatment Plant.* No questions.

- ▶ **Motion:** Chockley moved, Zelenock supported, to approve the use of Fonson Company, pending the third quote not presenting a lower price, for the water pollution control facility. **Motion carried 5—0-1 on a voice vote, Docket absent.**

*Senior Center.* Averill answered questions about the Meals on Wheels program.

[Docket returned to the meeting].

*Zoning Board of Appeals.* Otto reported that on January 23<sup>rd</sup> permission was granted for renovation and enlargement of a house on Main Street in the General Commercial zoning district.

*Planning Commission.* Chick reported that the Commission approved changes to their recommendations for zoning ordinance text amendments and discussed work on the community survey for the Master Plan update.

*Parks and Recreation.* No comments.

*Financial.* The Board briefly discussed the format and content of reports, and suggested that the investment policy be reviewed at a meeting in the near future.

*Supervisor.* Chockley reviewed her report and Board members discussed several items briefly including staff interviewing guidelines, reviewing employment applications, development projects, and the maintenance of and access to Township properties.

### AGENDA ITEMS continued

#### 3.

##### Resignation of Controller

- ▶ **Motion:** Otto moved, Chick supported, to accept Rick Yaeger's resignation as Controller with regret, and to authorize Jennifer Carlisle to post for the position. **Motion carried 6—0 on a voice vote.**

#### 3a.

##### Retirement of Wastewater Treatment Plant Superintendent

- ▶ **Motion:** Otto moved, Chick supported, to accept the resignation of Tim Hardesty from his position as Wastewater Treatment Plant Superintendent with regret, to investigate whether an existing Plant employee can serve as interim Superintendent, and to authorize Jennifer Carlisle to post for the position.

Dockett noted Plant employee Dan Willis is well qualified for the position. The Board briefly discussed hiring for the Superintendent and other positions.

- ▶ **Amended motion:** Otto moved, Chick supported, to accept the resignation of Tim Hardesty from his position as Wastewater Treatment Plant Superintendent with regret, and to consider Hardesty's personnel recommendations at the next Board meeting. **Amended motion carried 6—0 on a voice vote.**

#### 4.

##### Clarify Board Meeting Schedule

The Board discussed the pros and cons of holding some meetings as workshops.

- ▶ **Motion:** Chockley moved, Zelenock supported, to amend the Board meeting calendar to clarify that all meetings will be classified as regular meetings. **Motion carried 6—0 on a voice vote.**

#### 5.

##### Ordinance #17-53 Zoning Ordinance Amendments

- ▶ **Motion:** Chick moved, Otto supported, to approve ordinance, 17-53, An Ordinance of the Board of Trustees of Northfield Township, Michigan, Repealing the HC-Highway Commercial District, Repealing the ES-Enterprise Service District, Rezoning all Existing Parcels Zoned HC and ES to the GC-General Commercial District, Amending the Permitted Uses and Conditional Uses of the GC District, Repealing the Floor Area Ratio Standards of the GC District, Revising Use Standards in the LC-Local Commercial District and RO-Residential/Office Districts, Removing References to the HC District and ES District from the General Provisions and Sign Regulations, Revising the Standards for Storage of Materials, and Revising the Standards for Outdoor Seating and/or Service. **Motion carried 5—1 on a voice vote, Dockett opposed.**

#### 6.

##### Hire Auxiliary Firefighter

- ▶ **Motion:** Chockley moved, Chick supported, that Brion Cooley be hired as Auxiliary Firefighter contingent on passing background and physical. **Motion carried 6—0 on a voice vote.**

#### 7.

##### Waive Fees Related to US-23 Construction

- ▶ **Motion:** Chockley moved, Chick supported, to waive the fees associated with establishing addresses for temporary signals as part of the US-23 MDOT project. **Motion carried 6—0 on a voice vote.**

#### 8.

##### Purchase of Summer Homes Subdivision Parcels for the 7 Mile Preserve

- ▶ **Motion:** Chockley moved, Manley supported, to authorize the Township attorney to complete the



**Northfield Township Board Meeting  
Minutes of Regular Meeting  
Public Safety Building; 8350 Main Street  
February 14, 2017**

purchase of the Parcels 02-08-204-031, 02-08-204-32, and 02-08-204-34. **Motion carried 5—1 on a voice vote, Dockett opposed.**

**9.  
Construction Access to 8 Mile Bridge Area  
for US-23 Construction**

Chockley reported the contractor for this project indicated to her they are willing to construct a temporary parking lot (containing about 20 parking spaces) in the park for public use while they are building this access. The Board discussed construction details and traffic concerns.

- ▶ **Motion:** Chockley moved, Chick supported, to authorize use of the Community Park to access US-23 bridges over the railroad bridge in exchange for the development of a gravel parking lot on Main Street next to the Post Office, and to authorize the Township attorney to prepare a temporary construction easement with conditions. **Motion carried 6—0 on a voice vote.**

**10.  
Duties in Township Manager Job Description**

- ▶ **Motion:** Chockley moved, Otto supported, to authorize the release of the letter dated February 9, 2017, from Township attorney Paul Burns to the Township Board regarding Township Supervisor statutory duties and to waive the attorney/client privilege. **Motion carried 5—0—1 on a voice vote, Dockett not voting.**

Attorney Burns reviewed his letter and explained that his conclusion is that the Supervisor can perform duties in addition to those assigned by statute without creating a conflict of interest, subject to certain provisions. The Board briefly discussed this.

**11.  
Assignment of Non-Statutory Duties  
to Supervisor**

The Board discussed the non-statutory duties the Supervisor has been performing for the last two months and whether she should be compensated for that work.

- ▶ **Motion:** Chick moved, Dockett supported, to table item 11 to the next meeting where the Board will be provided with a list of duties the Supervisor is interested in performing. **Motion carried 6—0 on a voice vote.**

**12.  
Hiring of Township Manager**

Not discussed.

**13.  
Minutes and Bills**

Board members commented on Police overtime, the cost of running the Township, and personal time off (PTO) accrual and payouts.

Zelenock made two minor corrections to the January 10<sup>th</sup> closed and open session minutes.

- ▶ **Motion:** Chockley moved, Zelenock supported, that the bills be paid, and that the minutes of January 10, 21, and 24, 2017, be approved as amended, and to dispense with the reading. **Motion carried 6—0 on a voice vote.**

**SECOND CALL TO THE PUBLIC**

Margaret Riddell made comments about the issue of hiring a Township Manager, the Debra Mozurkewich Memorial Path, and effects of the temporary construction easement.

Adam Olney, 9315 Lakewood Court, commented on the Debra Mozurkewich Memorial Path. Tim Saville made comments about the Path and construction of the US-23 access. Patrick Kelley, 8210 Main, commented on the length of the meeting. Craig Warburton, 450 W. Joy Road, commented on the hiring of a Township Manager and conduct of the meeting. Jim Nelson, 7777 Sutton Road, commented on a proposal for a housing subdivision. Christina Wilson, Deputy Clerk, commented on the hiring of a Township Manager and the need for additional staff.

**BOARD MEMBER COMMENTS**

Board members made comments including the need to provide staff with the support they need, [Dockett check 10:09 pm], and the Township Manager position.

**ADJOURNMENT**

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

The meeting adjourned at 10:13 P.M.

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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/)

03/09/2017 03:16 PM  
User: JEN  
DB: Northfield

INVOICE GL DISTRIBUTION REPORT FOR NORTHFIELD TOWNSHIP  
EXP CHECK RUN DATES 03/15/2017 - 03/15/2017  
BOTH JOURNALIZED AND UNJOURNALIZED OPEN  
BANK CODE: MIF

OPEN

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 101 TOWNSHIP BOARD					
101-101-900	PRINTING & PUBLICATIONS	KENT COMMUNICATIONS INC	ASSESSMENT NOTICES FEB. 2017	94.50	
101-101-900	PRINTING & PUBLICATIONS	MTA	CLASSIFIED AD - CONTROLLER	70.00	
Total For Dept 101 TOWNSHIP BOARD				164.50	
Dept 171 SUPERVISOR					
101-171-957	TRAINING & DEVELOPMENT	MARLENE CHOCKLEY	2017 MTA CONFERENCE - PERSONAL CARD C	434.00	
Total For Dept 171 SUPERVISOR				434.00	
Dept 215 CLERK					
101-215-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES OCTOBER 2014	85.00	
101-215-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES NOVEMBER 2014	170.00	
101-215-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES DECEMBER 2014	85.00	
101-215-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES JANUARY 2015	170.00	
101-215-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES FEBRUARY 2015	170.00	
101-215-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES MARCH 2015	170.00	
101-215-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES APRIL 2015	170.00	
101-215-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES MAY 2015	170.00	
101-215-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES JUNE 2015	170.00	
101-215-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES JULY 2015	170.00	
101-215-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES AUGUST 2015	85.00	
101-215-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES SEPTEMBER 2015	170.00	
101-215-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES OCTOBER 2015	170.00	
101-215-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES NOVEMBER 2015	170.00	
101-215-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES DECEMBER 2015	85.00	
101-215-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES JANUARY 2016	170.00	
101-215-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES FEBRUARY 2016	170.00	
101-215-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES MARCH 2016	255.00	
101-215-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES APRIL 2016	255.00	
101-215-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES MAY 2016	255.00	
101-215-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES JUNE 2016	170.00	
Total For Dept 215 CLERK				3,485.00	
Dept 253 TREASURER					
101-253-860	FUEL & MILEAGE	DAWN SAMFILIPPO	MILEAGE JAN-FEB 2017 - BANK & POST OF	57.78	
Total For Dept 253 TREASURER				57.78	
Dept 257 ASSESSING					
101-257-818	CONTRACTUAL SERVICES	ASSESSMENT ADMIN. SERVIC	ASSESSING SERVICES MID-FEB 2017 TO MI	5,833.33	
101-257-851	POSTAGE	KENT COMMUNICATIONS INC	ASSESSMENT NOTICES FEB. 2017	(21.97)	
101-257-900	PRINTING & PUBLICATIONS	KENT COMMUNICATIONS INC	ASSESSMENT NOTICES FEB. 2017	956.70	
Total For Dept 257 ASSESSING				6,768.06	
Dept 265 HALL AND GROUNDS					
101-265-727	SUPPLIES	DES MOINES STAMP MFG CO	NSF AND DEPOSIT ONLY STAMPERS	65.95	
101-265-816	GROUND/CLEANG/JANITORL SERVIC	AJ'S MAINTENANCE AND SER	SALT APPLICATION 2/15/17	286.19	
101-265-920	UTILITIES	DTE ENERGY	66 6 MILE RD #SIREN 2/1/17-3/1/17	16.39	
101-265-930		MICRO TECH SERVICES INC	BOARD ROOM ANTIVIRUS 3/1/17-3/31/17	18.00	
101-265-930		MICRO TECH SERVICES INC	OFFICE ANTIVIRUS 3/1/17-3/31/17	164.90	
101-265-940	RENTAL EQUIPMENT	U.S. BANK EQUIPMENT FINA	COPIER LEASES - OFFICE, PD, WWTP & CO	204.20	
Total For Dept 265 HALL AND GROUNDS				755.63	
Dept 412 PLANNING/ZONING DEPT					
101-412-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES OCTOBER 2014	85.00	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 412 PLANNING/ZONING DEPT					
101-412-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES NOVEMBER 2014	85.00	
101-412-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES DECEMBER 2014	85.00	
101-412-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES JANUARY 2015	170.00	
101-412-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES FEBRUARY 2015	170.00	
101-412-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES MARCH 2015	255.00	
101-412-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES APRIL 2015	170.00	
101-412-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES MAY 2015	170.00	
101-412-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES JUNE 2015	170.00	
101-412-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES JULY 2015	255.00	
101-412-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES AUGUST 2015	255.00	
101-412-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES SEPTEMBER 2015	170.00	
101-412-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES OCTOBER 2015	170.00	
101-412-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES NOVEMBER 2015	85.00	
101-412-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES DECEMBER 2015	170.00	
101-412-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES JANUARY 2016	85.00	
101-412-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES FEBRUARY 2016	255.00	
101-412-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES MARCH 2016	255.00	
101-412-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES APRIL 2016	170.00	
101-412-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES MAY 2016	255.00	
101-412-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES JUNE 2016	85.00	
Total For Dept 412 PLANNING/ZONING DEPT				3,570.00	
Dept 666 COMMUNITY CENTER					
101-666-815	CC PROGRAMS	CATHY MYERS	PAPER CRAFTING	45.00	
101-666-815	CC PROGRAMS	DARRYL MICKENS	TAI CHI JAN-MARCH 2017	60.80	
101-666-816	GROUNDS/CLEANG/JANITORL SERVIC	AJ'S MAINTENANCE AND SER	SALT APPLICATION 2/15/17	29.00	
101-666-836	COMMUNITY EXPENSE	DARRYL MICKENS	TAI CHI JAN-MARCH 2017	60.80	
101-666-940	RENTAL EQUIPMENT	U.S. BANK EQUIPMENT FINA	COPIER LEASES - OFFICE, PD, WWTP & CO	155.40	
Total For Dept 666 COMMUNITY CENTER				351.00	
Total For Fund 101 GENERAL FUND				15,585.97	
Fund 207 LAW ENFORCEMENT FUND					
Dept 000					
207-000-214	DUE TO OTHERS	MICHIGAN STATE POLICE	SEX OFFENDER REGISTRATION - CHILCOTE	30.00	
Total For Dept 000				30.00	
Dept 301 OPERATING COSTS					
207-301-727		ARBOR SPRINGS WATER CO I	PD 8 - 5 GAL ARTESIAN WATER & RENTAL	66.00	
207-301-727	SUPPLIES	DES MOINES STAMP MFG CO	PUREMARK STAMP FOR PD	35.80	
207-301-818	CONTRACTUAL SERVICES	LAWNET	LAWNET CONTRIBUTION 1/1/17-12/31/17	3,000.00	
207-301-820	DISPATCH SERVICES	WASHTENAW COUNTY TREASUR	PD DISPATCH SERVICES MARCH 2017	5,278.91	
207-301-930	REPAIRS & MAINTENANCE	MICHIGAN DEPT OF AGRICUL	WLW17-87 CALIBRATION	145.00	
207-301-940	RENTAL EQUIPMENT	U.S. BANK EQUIPMENT FINA	COPIER LEASES - OFFICE, PD, WWTP & CO	204.20	
Total For Dept 301 OPERATING COSTS				8,729.91	
Dept 333 TRANSPORTATION					
207-333-930		BRIGHTON FORD INC	2013 EXPLORER OIL CHANGE	56.84	
Total For Dept 333 TRANSPORTATION				56.84	
Total For Fund 207 LAW ENFORCEMENT FUND				8,816.75	
Fund 216 MEDICAL RESCUE FUND					

03/09/2017 03:16 PM  
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 DB: Northfield

INVOICE GL DISTRIBUTION REPORT FOR NORTHFIELD TOWNSHIP  
 EXP CHECK RUN DATES 03/15/2017 - 03/15/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN  
 BANK CODE: MIF

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 216 MEDICAL RESCUE FUND					
Dept 226 PERSONNEL					
216-226-730	MEDICAL TESTING	OCCUPATIONAL HEALTH CENT	FIRE FIGHTER PHYSICAL - COOLEY	178.50	
Total For Dept 226 PERSONNEL				178.50	
Dept 265 HALL AND GROUNDS					
216-265-816	GROUNDS/CLEANG/JANITORL SERVIC	AJ'S MAINTENANCE AND SER	SALT APPLICATION 2/15/17	20.00	
Total For Dept 265 HALL AND GROUNDS				20.00	
Dept 301 OPERATING COSTS					
216-301-727	SUPPLIES	ARBOR SPRINGS WATER CO I	FD 1 - 5 GAL ARTESIAN WATER	6.50	
216-301-807	MEMBERSHIP DUES	WASHTENAW AREA MUTUAL AI	ANNUAL DUES FOR WAMAA 2017	1,000.00	
216-301-818	CONTRACTUAL SERVICES	THE ACCUMED GROUP	BILLING SERVICE FEE - FIRE 2/1/17-2/2	589.95	
216-301-820	DISPATCH SERVICES	EMERGENT HEALTH PARTNERS	FIRE DISPATCHING SERVICES MARCH 2017	1,002.17	
216-301-972	COMPUTER	DELL FINANCIAL SERVICES	LEASE 3/26/17-4/25/17	318.63	
Total For Dept 301 OPERATING COSTS				2,917.25	
Dept 333 TRANSPORTATION					
216-333-860	FUEL & MILEAGE	FIRE SUPPRESSION PRODUCT	55 GAL FIRE CAP PLUS FIRE SUPPRESSION	1,375.00	
216-333-930	REPAIRS & MAINTENANCE	DON'S BODY SHOP	2004 FREIGHTLINER - WINCHING	120.00	
216-333-930	REPAIRS & MAINTENANCE	EMERGENCY VEHICLES PLUS	ENGINE 81 SERVICE - PUMP SHIFT NOT FU	1,209.85	
216-333-930	REPAIRS & MAINTENANCE	EMERGENCY VEHICLES PLUS	ENGINE 81 REPAIRS - WATER LEAK	1,034.82	
216-333-930	REPAIRS & MAINTENANCE	EMERGENCY VEHICLES PLUS	ENGINE 81 REPAIR - ON-BOARD CHARGER N	1,733.47	
216-333-930	REPAIRS & MAINTENANCE	SUPREME DETAILING & ACCE	INSTALL EMERGENCY EQUIPMENT ON NEW PD	1,994.90	
Total For Dept 333 TRANSPORTATION				7,468.04	
Dept 900 CAPITAL OUTLAY					
216-900-974	VEHICLE	SUPREME DETAILING & ACCE	INSTALL EMERGENCY EQUIPMENT ON NEW PD	2,500.00	
Total For Dept 900 CAPITAL OUTLAY				2,500.00	
Total For Fund 216 MEDICAL RESCUE FUND				13,083.79	
Fund 230 DONATION FUND					
Dept 301 OPERATING COSTS					
230-301-905	BARK PARK	WASTE MANAGEMENT OF MI	DOG PARK WASTE REMOVAL 3/1/17-3/31/17	24.62	
Total For Dept 301 OPERATING COSTS				24.62	
Total For Fund 230 DONATION FUND				24.62	
Fund 287 BUILDING DEPARTMENT FUND					
Dept 261 GOVERNMENT SHARED SERVICES					
287-261-725	BUILDING INSPECTIONS	PITTSFIELD TOWNSHIP	BLDG INSPECTIONS JANUARY 2017	910.00	
Total For Dept 261 GOVERNMENT SHARED SERVICES				910.00	
Total For Fund 287 BUILDING DEPARTMENT FUND				910.00	
Fund 370 PUBLIC SAFETY BLDG DEBT FD					
Dept 301 OPERATING COSTS					
370-301-816	GROUNDS/CLEANG/JANITORL SERVIC	AJ'S MAINTENANCE AND SER	SALT APPLICATION 2/15/17	193.33	
370-301-930	REPAIRS & MAINTENANCE	ALISON MECHANICAL	REPAIRS TO 2 HVAC UNITS	1,498.88	
370-301-930	REPAIRS & MAINTENANCE	ALLIANCE WINDOW CLEANING	PSB ENTRANCEWAY 3/9/17	10.00	
370-301-930	REPAIRS & MAINTENANCE	ALLIANCE WINDOW CLEANING	PSB ENTRANCEWAY 2/23/17	10.00	
370-301-930	REPAIRS & MAINTENANCE	STATE OF MICHIGAN	PSB BOILER INSPECTIONS	250.00	
370-301-930	REPAIRS & MAINTENANCE	TRACTOR SUPPLY CREDIT PL	CHARGES 2/4/17	4.99	
Total For Dept 301 OPERATING COSTS				1,967.20	

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 DB: Northfield

INVOICE GL DISTRIBUTION REPORT FOR NORTHFIELD TOWNSHIP  
 EXP CHECK RUN DATES 03/15/2017 - 03/15/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN  
 BANK CODE: MIF

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 370 PUBLIC SAFETY BLDG DEBT FD					
Total For Fund 370 PUBLIC SAFETY BLDG DEBT FD				1,967.20	
Fund 571 WASTEWATER TREATMENT FUND					
Dept 301 OPERATING COSTS					
571-301-740	OPERATING SUPPLIES	ALEXANDER CHEMICAL CORP	DEPOSIT REFUNDS	(900.00)	
571-301-740	OPERATING SUPPLIES	ALEXANDER CHEMICAL CORP	FERRIC CHLORIDE	5,168.93	
571-301-741	UNIFORMS/GEAR & ALLOWANCE	RED WING SHOE STORE	WORK BOOTS	195.49	
571-301-817	LAB & TESTING	BRIGHTON ANALYTICAL LLC	SELENIUM	15.00	
571-301-819	COLLECTION SYS ANNUAL MAINT	JACK DOHENY SUPPLIES, IN	REPAIR TO ARIES CAMERA	518.38	
571-301-819	COLLECTION SYS ANNUAL MAINT	KENNEDY INDUSTRIES INC	FLYGT, WEAR RING, BRASS	532.33	
571-301-930	REPAIRS & MAINTENANCE	BEAVER RESEARCH CO	BOLT BUSTER-RELEASING AGENT	152.44	
571-301-930	REPAIRS & MAINTENANCE	PB PLUMBING	CERTIFIED 5 BACKFLOW DEVICES	625.00	
571-301-930	REPAIRS & MAINTENANCE	POWER VAC OF MICHIGAN, I	VACTOR TRUCK, FLEX HOSE AND FUEL SURC	2,135.00	
571-301-930	REPAIRS & MAINTENANCE	STATE OF MICHIGAN	BIOSOLIDS LAND APPLICATION FEE & DRY	1,384.20	
571-301-940	RENTAL EQUIPMENT	U.S. BANK EQUIPMENT FINA	COPIER LEASES - OFFICE, PD, WWTP & CO	155.40	
Total For Dept 301 OPERATING COSTS				9,982.17	
Total For Fund 571 WASTEWATER TREATMENT FUND				9,982.17	

INVOICE GL DISTRIBUTION REPORT FOR NORTHFIELD TOWNSHIP

EXP CHECK RUN DATES 03/15/2017 - 03/15/2017

BOTH JOURNALIZED AND UNJOURNALIZED OPEN

BANK CODE: MIF

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

Fund 101 GENERAL FUND	15,585.97
Fund 207 LAW ENFORCEME	8,816.75
Fund 216 MEDICAL RESCU	13,083.79
Fund 230 DONATION FUND	24.62
Fund 287 BUILDING DEPA	910.00
Fund 370 PUBLIC SAFETY	1,967.20
Fund 571 WASTEWATER TR	9,982.17

Total For All Funds:	50,370.50
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CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP  
 CHECK DATE FROM 02/14/2017 - 03/09/2017  
 Banks: MIF

PAID

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount		
Fund: 101 GENERAL FUND										
02/15/2017	MIF	41996*#	2016 WINTER TAX	NORTHFIELD TOWNSHIP	PARCEL B-02-06-105-009			** VOIDED **		
			2016 WINTER TAX		PARCEL B-02-06-105-013			** VOIDED **		
			2016 WINTER TAX		PARCEL B-02-06-105-022			** VOIDED **		
			2016 WINTER TAX		PARCEL B-02-05-253-001			** VOIDED **		
			2016 WINTER TAX		PARCEL B-02-05-253-002			** VOIDED **		
			2016 WINTER TAX		PARCEL B-02-05-253-003			** VOIDED **		
			2016 WINTER TAX		PARCEL B-02-06-105-004			** VOIDED **		
			670023		COM CTR SEWER BILL 11/1/16-1/31/17			** VOIDED **		
02/15/2017	MIF	41998	2016 WINTER TAX	NORTHFIELD TOWNSHIP	PARCEL B-02-06-105-009	959	247	10,912.89		
			2016 WINTER TAX		PARCEL B-02-06-105-013	959	247	1,768.65		
			2016 WINTER TAX		PARCEL B-02-06-105-022	959	247	2,159.25		
			2016 WINTER TAX		PARCEL B-02-05-253-001	959	247	1,080.04		
			2016 WINTER TAX		PARCEL B-02-05-253-002	959	247	1,503.00		
			2016 WINTER TAX		PARCEL B-02-05-253-003	959	247	1,733.73		
			2016 WINTER TAX		PARCEL B-02-06-105-004	959	247	922.58		
			CHECK MIF 41998 TOTAL FOR FU							20,080.14
02/15/2017	MIF	41999*#	3081	AJ'S MAINTENANCE AND SERVICE	SALT APPLICATION 1/17/17	816	265	218.19		
			3085		SALT APPLICATION 1/27/17	816	265	37.38		
			3085		SALT APPLICATION 1/27/17	816	265	248.81		
			3100		SALT APPLICATION AND CLEAR WALKS 1	816	265	37.38		
			3100		SALT APPLICATION AND CLEAR WALKS 1	816	265	456.58		
			3106		SALT APPLICATION 1/30/17	816	265	248.81		
			3106		SALT APPLICATION 1/30/17	816	265	37.38		
			3119		PLOWING & SALT APP 1/31/17	816	265	93.45		
			3119		PLOWING & SALT APP 1/31/17	816	265	654.69		
			3126		CLEAR WALKS & SALT APP 2/1/17	816	265	37.38		
			3126		CLEAR WALKS & SALT APP 2/1/17	816	265	654.69		
			2876		SALT APPLICATION 12/7/16	816	265	37.28		
			3173		SALT APPLICATION 2/9/17	816	265	37.38		
			3173		SALT APPLICATION 2/9/17	816	265	248.81		
			2915		SALT APPLICATION & CLEAR WALKS 12/	816	265	493.95		
			2876		SALT APPLICATION 12/7/16	816	265	37.28		
			2916		SALT APPLICATION & CLEAR WALKS 12/	816	265	493.95		
			3081		SALT APPLICATION 1/17/17	816	666	29.00		

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

CHECK DATE FROM 02/14/2017 - 03/09/2017

Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount	
Fund: 101 GENERAL FUND									
			3085		SALT APPLICATION 1/27/17	816	666	29.00	
			3100		SALT APPLICATION AND CLEAR WALKS 1	816	666	43.32	
			3106		SALT APPLICATION 1/30/17	816	666	29.00	
			3119		PLOWING & SALT APP 1/31/17	816	666	73.32	
			3126		CLEAR WALKS & SALT APP 2/1/17	816	666	43.32	
			2876		SALT APPLICATION 12/7/16	816	666	20.00	
			3173		SALT APPLICATION 2/9/17	816	666	29.00	
			2915		SALT APPLICATION & CLEAR WALKS 12/	816	666	43.32	
			2876		SALT APPLICATION 12/7/16	816	666	20.00	
			2916		SALT APPLICATION & CLEAR WALKS 12/	816	666	43.32	
			CHECK MIF 41999 TOTAL FOR FU						<u>4,475.99</u>
02/15/2017	MIF	42004*#	20303	ALLIANCE WINDOW CLEANING	COM CTR WINDOWS INSIDE & OUTSIDE 2	930	666	58.00	
02/15/2017	MIF	42005*#	1644356	ARBOR SPRINGS WATER CO INC	OFFICE 4 - 5 GAL ARTESIAN WATER &	727	265	26.00	
			1647486		OFFICE 3 - 5 GAL ARTESIAN WATER &	727	265	19.50	
			1644356		OFFICE 4 - 5 GAL ARTESIAN WATER &	940	265	14.00	
			1647486		OFFICE 3 - 5 GAL ARTESIAN WATER &	940	265	14.00	
			CHECK MIF 42005 TOTAL FOR FU						<u>73.50</u>
02/15/2017	MIF	42006	2022017	ASSESSMENT ADMIN. SERVICES,	SERVICES 1/15/17-2/15/17 (NEW RATE	818	257	5,833.33	
02/15/2017	MIF	42008*#	007011521-0002	BLUE CROSS BLUE SHIELD OF MI	BRONZE PREMIUMS FOR MARCH 2017	716	257	1,077.16	
02/15/2017	MIF	42009*#	007011521-0001	BLUE CROSS BLUE SHIELD OF MI	SILVER PREMIUMS FOR MARCH 2017	716	215	577.77	
			007011521-0001		SILVER PREMIUMS FOR MARCH 2017	716	253	832.39	
			007011521-0001		SILVER PREMIUMS FOR MARCH 2017	716	666	629.93	
			CHECK MIF 42009 TOTAL FOR FU						<u>2,040.09</u>
02/15/2017	MIF	42015*#	8245 12 485 007512	CHARTER COMMUNICATIONS	PEG STATION & DIGITAL RECEIVERS 2/	850	265	51.74	
			8245 12 485 008376		COM CTR PHONE, CABLE & INTERNET 2/	850	666	220.97	
			CHECK MIF 42015 TOTAL FOR FU						<u>272.71</u>
02/15/2017	MIF	42017*#	74486487	CONSTELLATION ENERGY SERVICE	ELECTRIC SUPPLY 12/18/16-1/23/17			** VOIDED **	
02/15/2017	MIF	42022	REIMBURSE	DAMON DOTSON	COM CTR FLUORESCENT BULBS	930	666	73.40	
02/15/2017	MIF	42026	REIMBURSE	KATHLEEN MANLEY	LAPTOP CASE & MOUSE	972	900	45.36	



CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP  
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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount	
Fund: 101 GENERAL FUND									
02/15/2017	MIF	42028	338	LUCAS LAW, PC	LEGAL SERVICES JULY 2016-JAN 2017	803	270	540.00	
02/15/2017	MIF	42029	MILEAGE	MARY BIRD	MILEAGE FOR JAN 2017	860	257	29.96	
02/15/2017	MIF	42030#	21601	MCKENNA ASSOCIATES	PLANNING SERVICES FOR DEC. 2016	637	412	625.00	
			21601-1		PLANNING SERVICES JAN 2017	637	412	1,900.00	
			21601		PLANNING SERVICES FOR DEC. 2016	801	412	2,763.00	
			21601-1		PLANNING SERVICES JAN 2017	801	412	2,702.50	
			21601		PLANNING SERVICES FOR DEC. 2016	823	412	1,095.00	
			21601-1		PLANNING SERVICES JAN 2017	823	412	660.00	
			21652		COM PARK MASTER PLAN SERVICES DEC	801	757	1,936.08	
			21652-2		COM PARK MASTER PLAN SERVICES JAN	801	757	6,765.00	
			CHECK MIF 42030 TOTAL FOR FU						18,446.58
02/15/2017	MIF	42032	14909	MICHIGAN MUNICIPAL LEAGUE	CODE ENFORCEMENT ADVERTISEMENT	900	101	101.80	
02/15/2017	MIF	42033#	31080	MICRO TECH SERVICES INC	ANTIVIRUS 2/1/17-2/28/17	930	265	164.90	
			31081		BOARD RM ANTIVIRUS 2/1/17-2/28/17	930	265	18.00	
			31038		COUNTER COMPUTER	972	900	652.45	
			CHECK MIF 42033 TOTAL FOR FU						835.35
02/15/2017	MIF	42034	319350	MTA	SEMINAR SWITCHING FEE - ZELENOCK	957	253	25.00	
02/15/2017	MIF	42035	INV01148	MTA	BOOKS: CLERK'S GUIDE & INTRODUCTI	957	215	54.00	
02/15/2017	MIF	42037*#	7900 0440	8028 91	NEOFUNDS BY NEOPOST	POSTAGE 1/24/17-2/15/17	851	265	224.07
			7900 0440	8028 91		POSTAGE 1/24/17-2/15/17	851	412	9.41
			7900 0440	8028 91		POSTAGE 1/24/17-2/15/17	851	666	106.72
			CHECK MIF 42037 TOTAL FOR FU						340.20
02/15/2017	MIF	42039*#	670023	NORTHFIELD TOWNSHIP	COM CTR SEWER BILL 11/1/16-1/31/17	920	666	84.00	
02/15/2017	MIF	42042	182615	OHM ADVISORS	GENERAL ENG SERVICES THRU 12/24/16	806	270	1,105.50	
02/15/2017	MIF	42043*#	LEGAL SERVICES	PAUL E BURNS	LEGAL SERVICES FOR JAN 2017	803	253	500.00	
			LEGAL SERVICES		LEGAL SERVICES FOR JAN 2017	803	270	18,800.46	
			LEGAL SERVICES		LEGAL SERVICES FOR JAN 2017	927	270	(3,800.00)	
			CHECK MIF 42043 TOTAL FOR FU						15,500.46

## CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

CHECK DATE FROM 02/14/2017 - 03/09/2017

Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND								
02/15/2017	MIF	42044	4436 0370 3800 13	PNC BANK	AVERILL CHARGES 12/21/16-1/19/17	727	666	21.66
			4436 0370 3800 13		AVERILL CHARGES 12/21/16-1/19/17	815	666	21.98
			4436 0370 3800 13		AVERILL CHARGES 12/21/16-1/19/17	822	666	37.46
				CHECK MIF 42044 TOTAL FOR FU				81.10
02/15/2017	MIF	42045	3946539	QUILL CORP	OFFICE SUPPLIES	727	265	191.92
			3980746		PROJECTOR CORD ADAPTER	727	265	14.66
			4020308		SERVING TRAY	727	265	13.74
				CHECK MIF 42045 TOTAL FOR FU				220.32
02/15/2017	MIF	42050*#	51146025	TETRA TECH INC	ENGINEER SERVICES THROUGH 1/27/17	806	270	679.22
02/15/2017	MIF	42053	257543	TRI-COUNTY CLEANING SUPPLY C	COM CTR SUPPLIES	727	666	153.74
02/15/2017	MIF	42054*#	323015313	U.S. BANK EQUIPMENT FINANCE	OFFICE & PD COPIER LEASE FEB 2017	940	265	204.20
			323435982		WWTP & COM CTR COPIER LEASE FEB 20	940	666	137.52
				CHECK MIF 42054 TOTAL FOR FU				341.72
02/15/2017	MIF	42058	J1770-74A79-8M1	VISTAPRINT NETHERLANDS B.V.	BUSINESS CARDS FOR DEPTY TREASURER	727	265	24.37
02/15/2017	MIF	42060	512619	WASHTENAW COUNTY ROAD COMMI	DEC. 2016 NM PATH PHASE 3 WORK	814	449	233.72
02/15/2017	MIF	42061	29622	WASHTENAW COUNTY TREASURER	2017 TREASURUER ASSOCIATION DUES	807	253	10.00
02/21/2017	MIF	42063*#	74486487	CONSTELLATION ENERGY SERVICE	ELECTRIC SUPPLY 12/18/16-1/23/17	920	666	86.66
02/22/2017	MIF	42064	16-29030	GBS, INC.	ACCU CARD CODING-NOVEMBER 8, 2016	727	191	600.00
02/23/2017	MIF	42065	307922C	APPLIED IMAGING	WWTP COPIER RETURN FEE	940	265	385.00
02/23/2017	MIF	42074	4436 0370 3907 85	PNC BANK	SUBSCRIPTION - INTELIUS (PEOPLE SE	727	265	29.95
02/23/2017	MIF	42076*#	4436 0370 3002 32	PNC BANK	WAGNER CHARGES 1/20/17-2/15/17	850	265	45.00
02/23/2017	MIF	42077*#	00 751981 0001	STANDARD INSURANCE CO.	PREMIUMS FOR MARCH 2017	717	172	81.29
			00 751981 0001		PREMIUMS FOR MARCH 2017	717	215	41.19
			00 751981 0001		PREMIUMS FOR MARCH 2017	717	253	45.44
			00 751981 0001		PREMIUMS FOR MARCH 2017	717	257	45.44
			00 751981 0001		PREMIUMS FOR MARCH 2017	717	666	43.68
				CHECK MIF 42077 TOTAL FOR FU				257.04

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP  
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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount	
Fund: 101 GENERAL FUND									
02/23/2017	MIF	42078*#	6035 5178 2024 35	STAPLES CREDIT PLAN	CHARGES 1/19/17-2/2/17	727	265	340.38	
02/23/2017	MIF	42080*#	29749	WASHTENAW COUNTY TREASURER	01/17 MTT/STC INVOICE	938	265	70.40	
02/27/2017	MIF	42083	132	BENCHMARK OUTDOOR SERVICES	TREE REMOVAL AT COMMUNITY PARK	727	753	500.00	
02/27/2017	MIF	42084	2016 SUMMER TAX	NORTHFIELD TOWNSHIP	PARCEL B-02-08-204-031	959	247	1.27	
			2016 WINTER TAX		PARCEL B-02-08-204-031	959	247	9.18	
			2016 SUMMER TAX		PARCEL B-02-08-204-032	959	247	2.68	
			2016 WINTER TAX		PARCEL B-02-08-204-032	959	247	15.39	
			2016 SUMMER TAX		PARCEL B-02-08-204-034	959	247	1.27	
			2016 WINTER TAX		PARCEL B-02-08-204-034	959	247	9.18	
			CHECK MIF 42084 TOTAL FOR FU						<u>38.97</u>
02/27/2017	MIF	42085	RECORDING FEE	WASHTENAW COUNTY CLERK/REGIS	PARCEL B-02-08-204-031	959	247	30.00	
			RECORDING FEE		PARCEL B-02-08-204-032	959	247	30.00	
			RECORDING FEE		PARCEL B-02-08-204-034	959	247	30.00	
			CHECK MIF 42085 TOTAL FOR FU						<u>90.00</u>
02/27/2017	MIF	42086	2014 & 2015 TAXES	WASHTENAW COUNTY TREASURER	PARCEL B-02-08-204-031	959	247	339.20	
			2014 & 2015 TAXES		PARCEL B-02-08-204-032	959	247	361.36	
			2014 & 2015 TAXES		PARCEL B-02-08-204-034	959	247	344.15	
			CHECK MIF 42086 TOTAL FOR FU						<u>1,044.71</u>
02/28/2017	MIF	353 (E) *#		PAYROLL	SUPERVISOR WAGES	701	171	480.77	
					SUPERVISOR FICA	715	171	36.78	
					ASST TO TOWNSHIP MANAGER-CLERICAL	704	172	1,133.77	
					TOWNSHIP MANAGER FICA	715	172	229.79	
					CONTROLLER WAGES	722	172	1,870.09	
					CLERK WAGES	701	215	480.77	
					DEPUTY CLERK WAGES	703	215	1,520.00	
					CLERK FICA	715	215	153.06	
					DEPUTY CLERK PENSION	718	215	152.00	
					TREASURER WAGES	701	253	480.77	
					DEPUTY TREASURER WAGES	703	253	1,440.00	
					CLERICAL WAGES	704	253	999.75	
					TREASURER FICA	715	253	211.28	
					ASST ASSESSOR	709	257	1,565.60	

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount	
Fund: 101 GENERAL FUND									
					ASST ASSESSOR FICA	715	257	119.77	
					ASST ASSESSOR PENSION	718	257	156.56	
					PAYROLL FEES	727	265	32.86	
					ZBA / PLANNING FICA	715	412	53.55	
					PLANN COMM WAGES	726	412	700.00	
					COMM. CENTER DIRECTOR WAGES	701	666	1,668.80	
					COMM. CENTER FICA	715	666	123.45	
					COMM CENTER DIRECTOR-PENSION	718	666	166.88	
				CHECK MIF 353(E) TOTAL FOR F					13,776.30
03/02/2017	MIF	42087	110719	BS&A SOFTWARE	ANNUAL SERVICE/SUPPORT FEE 2/1/17-	930	265	1,852.00	
03/02/2017	MIF	42088*#	8245 12 485 008376	CHARTER COMMUNICATIONS	COM CTR INTERNET, PHONES,CABLE 3/4	850	666	220.97	
03/02/2017	MIF	42089*#	1000 0973 9812	CONSUMERS ENERGY	9101 MAIN ST. 1/25/17-2/21/17	920	666	102.68	
03/02/2017	MIF	42092*#	2689 463 0005 3	DTE ENERGY	9101 MAIN ST. 1/25/17-2/22/17	920	666	65.28	
03/02/2017	MIF	42095*#	0000-7608-3	DTE ENERGY	OVERHEADS & ORNAMENTALS 1/1/17-1/3	920	448	3,220.46	
03/02/2017	MIF	42100	1657	TECH TEAM NATION	ANNUAL RENEWAL MICROSOFT 365	930	265	3,400.00	
03/02/2017	MIF	42101	324827690	U.S. BANK EQUIPMENT FINANCE	OFFICE PRINTER LEASE	940	265	57.73	
03/02/2017	MIF	42103	2016 DUES	WASHTENAW AREA TRANSPORTA-	FY 2016-17 MEMBERSHIP DUES	807	101	1,000.00	
03/09/2017	MIF	42104*#	907350	APPLIED IMAGING	OFFICE & PD COPIER MAINT. AGREEMEN	727	265	42.49	
			907351		WWTP & COM CTR MAINT. AGREEMENTS 2	727	666	14.81	
				CHECK MIF 42104 TOTAL FOR FU					57.30
03/09/2017	MIF	42105	907171	APPLIED IMAGING	COLOR PRINTER MAINT AGREEMENT 2/22	727	265	37.08	
03/09/2017	MIF	42107*#	8245 12 485 008377	CHARTER COMMUNICATIONS	OFFICE & PSB PHONES 3/7/17-4/6/17	850	265	119.96	
			8245 12 485 007512		PEG STATION 3/9/17-4/8/17	850	265	51.76	
				CHECK MIF 42107 TOTAL FOR FU					171.72
03/09/2017	MIF	42109*#	75523165	CONSTELLATION ENERGY SERVICE	ELECTRIC SUPPLY 1/25/17-2/22/17	920	666	73.04	
03/09/2017	MIF	42112	4436 0370 3800 13	PNC BANK	AVERILL CHARGES 1/27/17-2/16/17	727	666	14.62	

Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount	
Fund: 101 GENERAL FUND									
			4436 0370 3800	13	AVERILL CHARGES 1/27/17-2/16/17	815	666	54.67	
			4436 0370 3800	13	AVERILL CHARGES 1/27/17-2/16/17	822	666	175.08	
			CHECK MIF 42112 TOTAL FOR FU						244.37
03/09/2017	MIF	42114	39	SEMCOG	2016 DESIGNATED MGMT AGENCY SERVIC	807	101	240.00	
Total for fund 101 GENERAL FUND								100,843.76	

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

CHECK DATE FROM 02/14/2017 - 03/09/2017

Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 207 LAW ENFORCEMENT FUND								
02/15/2017	MIF	42007	126641	AUTO ONE	INTERIOR DETAILING	930	333	99.95
02/15/2017	MIF	42008*#	007011521-0002	BLUE CROSS BLUE SHIELD OF MI	BRONZE PREMIUMS FOR MARCH 2017	716	226	5,147.61
02/15/2017	MIF	42009*#	007011521-0001	BLUE CROSS BLUE SHIELD OF MI	SILVER PREMIUMS FOR MARCH 2017	716	226	1,741.23
02/15/2017	MIF	42013	438092	BRIGHTON FORD INC	2014 EXPLORER REPLACE BATTERY	930	333	164.70
			438912		2014 EXPLORER OIL CHANGE	930	333	47.48
			440028		2013 EXPLORER OIL CHANGE	930	333	270.86
				CHECK MIF 42013 TOTAL FOR FU				<u>483.04</u>
02/15/2017	MIF	42031	WLW17-87	MICHIGAN DEPT OF AGRICULTURE	WHEEL LOAD WEIGHER CALIBRATION	727	301	145.00
02/15/2017	MIF	42037*#	7900 0440 8028 91	NEOFUNDS BY NEOPOST	POSTAGE 1/24/17-2/15/17	851	301	11.47
02/15/2017	MIF	42040	CLM0008098	OAKLAND COUNTY	CLEMIS MEMBERSHIP & SERVICE JAN-MA	818	301	2,661.50
			CLM0008098		CLEMIS MEMBERSHIP & SERVICE JAN-MA	850	301	1,906.24
				CHECK MIF 42040 TOTAL FOR FU				<u>4,567.74</u>
02/15/2017	MIF	42043*#	LEGAL SERVICES	PAUL E BURNS	LEGAL SERVICES FOR JAN 2017	803	270	3,300.00
02/15/2017	MIF	42054*#	323015313	U.S. BANK EQUIPMENT FINANCE	OFFICE & PD COPIER LEASE FEB 2017	940	301	204.20
02/15/2017	MIF	42057	33290	VAL'S SERVICE STATION	2015 TAHOE - REPLACE TIRES	930	333	899.91
02/23/2017	MIF	42071	IN825753	MFASCO	PD SUPPLIES	727	301	98.17
02/23/2017	MIF	42077*#	00 751981 0001	STANDARD INSURANCE CO.	PREMIUMS FOR MARCH 2017	717	226	652.37
02/23/2017	MIF	42078*#	6035 5178 2024 35	STAPLES CREDIT PLAN	CHARGES 1/19/17-2/2/17	727	301	129.26
02/23/2017	MIF	42079*	9779829494	VERIZON WIRELESS MESSAGING S	PD SERVICE 1/5/17-2/4/17	850	301	186.55
02/23/2017	MIF	42080*#	29706	WASHTENAW COUNTY TREASURER	PD DISPATCH SERVICES FEB 2017	820	301	5,278.91
			29749		01/17 MTT/STC INVOICE	938	301	264.45
				CHECK MIF 42080 TOTAL FOR FU				<u>5,543.36</u>

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 207 LAW ENFORCEMENT FUND								
02/23/2017	MIF	42081	5003731161	WELLS FARGO FINANCIAL LEASIN	PD PRINTER LEASES 2/8/17-3/7/17	727	301	87.50
			5003731161		PD PRINTER LEASES 2/8/17-3/7/17	930	301	96.66
				CHECK MIF 42081 TOTAL FOR FU				<u>184.16</u>
02/28/2017	MIF	353(E)*#		PAYROLL	LAW ENFORCEMENT SUPERVISORS WAGES	701	226	7,787.10
					LAW ENFORCEMENT FULL-TIME WAGES	702	226	15,704.00
					LAW ENFORCEMENT CLERICAL WAGES	704	226	2,632.40
					LAW ENFORCEMENT PART-TIME WAGES	708	226	1,272.76
					LAW ENFORCEMENT OVER-TIME WAGES	711	226	1,645.66
					LAW ENFORCEMENT FICA	715	226	2,192.75
					LAW ENFORCEMENT PENSION	718	226	2,503.76
					PAYROLL FEE	727	301	37.07
				CHECK MIF 353(E) TOTAL FOR F				<u>33,775.50</u>
03/09/2017	MIF	42104*#	907350	APPLIED IMAGING	OFFICE & PD COPIER MAINT. AGREEMEN	727	301	13.97
03/09/2017	MIF	42113*	26007	RW FIRE & SAFETY CO.	FIRE EXTINGUISHER INSPECTIONS	930	301	250.00
03/09/2017	MIF	42116	29585	WASHTENAW COUNTY TREASURER	PD DISPATCH SERVICES JAN 2017	820	301	5,278.91
03/09/2017	MIF	42117	48801934	WEX BANK	PD FUEL CHARGES FEB 2017	860	333	2,921.55
				Total for fund 207 LAW ENFORCEMENT FUND				<u>65,633.95</u>

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Fund: 216 MEDICAL RESCUE FUND								
02/15/2017	MIF	41999*#	3106	AJ'S MAINTENANCE AND SERVICE	SALT APPLICATION 1/30/17	816	265	20.00
			3119		PLOWING & SALT APP 1/31/17	816	265	50.00
			3126		CLEAR WALKS & SALT APP 2/1/17	816	265	20.00
			2876		SALT APPLICATION 12/7/16	816	265	81.00
			3173		SALT APPLICATION 2/9/17	816	265	20.00
			2876		SALT APPLICATION 12/7/16	816	265	81.00
				CHECK MIF 41999 TOTAL FOR FU				<u>272.00</u>
02/15/2017	MIF	42005*#	1644357	ARBOR SPRINGS WATER CO INC	FD 3 - 5 GAL ARTESIAN WATER	727	301	19.50
02/15/2017	MIF	42009*#	007011521-0001	BLUE CROSS BLUE SHIELD OF MI	SILVER PREMIUMS FOR MARCH 2017	716	226	1,638.19
02/15/2017	MIF	42010	192250	BOUND TREE MEDICAL LLC	DOC # 82351596	727	301	124.08
02/15/2017	MIF	42011	1055425-IN	BREATHING AIR SYSTEMS	INTAKE FILTER & BLEEDER	930	333	40.00
02/15/2017	MIF	42017*#	74486487	CONSTELLATION ENERGY SERVICE	ELECTRIC SUPPLY 12/18/16-1/23/17			** VOIDED **
			74820504		CORRECTION STATION 2			** VOIDED **
02/15/2017	MIF	42023	INV05361	EMERGENT HEALTH PARTNERS	FIRE DISPATCHING SERVICES FEB. 201	820	301	1,002.17
02/15/2017	MIF	42025	329-29420	FAST SIGNS	FIRE TRUCK GRAPHICS UNITS U8-1 & U	974	900	1,538.90
02/15/2017	MIF	42038	6565	NORTH EASTERN UNIFORMS & EQU	DENTEL - PANTS & BELT	741	301	90.94
02/15/2017	MIF	42041	711279231	OCCUPATIONAL HEALTH CENTERS	PRE-PLACEMENT PHYSICALS: BURNS & V	730	226	172.50
02/15/2017	MIF	42051	15421	THE ACCUMED GROUP	BILLING SERVICE FEE - FIRE 1/1/17-	818	301	3.30
02/21/2017	MIF	42063*#	74486487	CONSTELLATION ENERGY SERVICE	ELECTRIC SUPPLY 12/18/16-1/23/17	920	301	104.11
			74820504		CORRECTION STATION 2	920	301	(12.47)
				CHECK MIF 42063 TOTAL FOR FU				<u>91.64</u>
02/23/2017	MIF	42066	2716-244919	CARQUEST AUTO PARTS - FD	OIL ABSORBENT	930	333	125.40
02/23/2017	MIF	42067	8245 12 485 008064	CHARTER COMMUNICATIONS	STATION 2 INTERNET & PHONES 2/23/1	850	301	69.98
02/23/2017	MIF	42068	78889303	DELL FINANCIAL SERVICES	LEASE 2/26/17-3/25/17	972	301	318.63
02/23/2017	MIF	42072	83210002 I	MOORE MEDICAL LLC	FD SUPPLIES - GLOVES	727	301	144.51
02/23/2017	MIF	42073	6586	NORTH EASTERN UNIFORMS & EQU	FD PANTS & SHIRTS	741	301	137.49



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Fund: 216 MEDICAL RESCUE FUND								
02/23/2017	MIF	42076*#	4436 0370 3002 32	PNC BANK	WAGNER CHARGES 1/20/17-2/15/17	727	301	51.56
			4436 0370 3002 32		WAGNER CHARGES 1/20/17-2/15/17	930	333	3,946.07
				CHECK MIF 42076 TOTAL FOR FU				<u>3,997.63</u>
02/23/2017	MIF	42077*#	00 751981 0001	STANDARD INSURANCE CO.	PREMIUMS FOR MARCH 2017	717	226	70.41
02/23/2017	MIF	42078*#	6035 5178 2024 35	STAPLES CREDIT PLAN	CHARGES 1/19/17-2/2/17	727	301	205.04
02/23/2017	MIF	42079*	9779946556	VERIZON WIRELESS MESSAGING S	SERVICE 1/8/17-2/7/17	850	301	157.27
02/23/2017	MIF	42080*#	29749	WASHTENAW COUNTY TREASURER	01/17 MTT/STC INVOICE	938	301	118.27
02/23/2017	MIF	42082	48655139	WEX BANK	FD FUEL CHARGES JAN 2017	860	333	664.64
02/28/2017	MIF	353(E)*#		PAYROLL	FIRE - CHIEF WAGES	701	226	3,281.15
					FIRE - PART-TIME WAGES	702	226	6,201.25
					ADMINISTRATIVE ASSISTANT	705	226	108.73
					FIRE - PAID-ON-CALL WAGES	708	226	1,182.63
					FIRE - FICA	715	226	830.01
					FIRE - PENSION	718	226	328.10
					FIRE - TRAINING WAGES	958	226	183.00
					PAYROLL FEE	727	301	55.24
				CHECK MIF 353(E) TOTAL FOR F				<u>12,170.11</u>
03/02/2017	MIF	42092*#	3147 035 0001 2	DTE ENERGY	2727 E NORTH TERRITORIAL 12/16/16-	920	301	41.90
03/09/2017	MIF	42109*#	75523165	CONSTELLATION ENERGY SERVICE	ELECTRIC SUPPLY 1/25/17-2/22/17	920	301	77.48
03/09/2017	MIF	42113*	26007	RW FIRE & SAFETY CO.	FIRE EXTINGUISHER INSPECTIONS	930	301	250.00
03/09/2017	MIF	42115	8035	SOUTHEASTERN MI. FIRE CHIEFS	VENDOR SHOW ADMISSION 3/1/17	957	226	20.00
				Total for fund 216 MEDICAL RESCUE FUND				<u>23,561.98</u>

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Fund: 230 DONATION FUND								
02/15/2017	MIF	42062	7927822-1717-0	WASTE MANAGEMENT OF MI	DOG PARK WASTE REMOVAL 2/1/17-2/28	905	301	24.62
Total for fund 230 DONATION FUND								24.62

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Fund: 287 BUILDING DEPARTMENT FUND								
02/15/2017	MIF	42015*#	8245 12 485 008374	CHARTER COMMUNICATIONS	BLDG DEPT PHONE, PSB PHONES & INTE	850	301	39.99
02/23/2017	MIF	42069	REFUND	FIRE CLASS LLC	PH160132 - NO LONGER INSTALLING FI	488	000	115.00
02/23/2017	MIF	42070	REFUND	G&J HEATING & COOLING CO.	INSPECTION NOT NEEDED	488	000	50.00
03/02/2017	MIF	42091	PAYCHECK	DINO BONA	ELECTRICAL INSPECTIONS FEBRUARY 20	725	301	90.00
03/02/2017	MIF	42096	PAYCHECK	ELECTRICAL CODE SERVICES LLC	ELECTRICAL INSPECTIONS FEBRUARY 20	725	301	270.00
03/09/2017	MIF	42107*#	8245 12 485 008374	CHARTER COMMUNICATIONS	BLDG DEPT & PSB PHONES & INTERNET	850	301	39.99
03/09/2017	MIF	42111	PAYCHECK	LEONARD DONALD CZINSKI	INSPECTIONS FEB 2017	725	301	1,260.00
Total for fund 287 BUILDING DEPARTMENT FUND								1,864.98

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Fund: 370 PUBLIC SAFETY BLDG DEBT FD								
02/15/2017	MIF	41996*#	671508	NORTHFIELD TOWNSHIP	PSB SEWER BILL 11/1/16-1/31/17			** VOIDED **
02/15/2017	MIF	41999*#	3081	AJ'S MAINTENANCE AND SERVICE	SALT APPLICATION 1/17/17	816	301	193.33
			3085		SALT APPLICATION 1/27/17	816	301	193.33
			3100		SALT APPLICATION AND CLEAR WALKS 1	816	301	283.80
			3106		SALT APPLICATION 1/30/17	816	301	193.33
			3119		PLOWING & SALT APP 1/31/17	816	301	510.09
			3126		CLEAR WALKS & SALT APP 2/1/17	816	301	283.80
			2876		SALT APPLICATION 12/7/16	816	301	138.29
			3173		SALT APPLICATION 2/9/17	816	301	193.33
			2915		SALT APPLICATION & CLEAR WALKS 12/	816	301	283.80
			2876		SALT APPLICATION 12/7/16	816	301	138.29
			2916		SALT APPLICATION & CLEAR WALKS 12/	816	301	283.80
				CHECK MIF 41999 TOTAL FOR FU				<u>2,695.19</u>
02/15/2017	MIF	42004*#	20086	ALLIANCE WINDOW CLEANING	PSB ENTRANCEWAY 1/12/17	930	301	10.00
			20190		PSB ENTRANCEWAY 1/26/17	930	301	10.00
			20301		PSB ENTRANCEWAY 2/9/17	930	301	10.00
				CHECK MIF 42004 TOTAL FOR FU				<u>30.00</u>
02/15/2017	MIF	42015*#	8245 12 485 008374	CHARTER COMMUNICATIONS	BLDG DEPT PHONE, PSB PHONES & INTE	850	301	224.94
02/15/2017	MIF	42017*#	74486487	CONSTELLATION ENERGY SERVICE	ELECTRIC SUPPLY 12/18/16-1/23/17			** VOIDED **
02/15/2017	MIF	42039*#	671508	NORTHFIELD TOWNSHIP	PSB SEWER BILL 11/1/16-1/31/17	920	301	1,428.00
02/15/2017	MIF	42048	32878	SECURITY LOCK SERVICE	3 KEYS BY CODE	930	301	45.00
02/15/2017	MIF	42052	37630063	TRANE U.S. INC.	SERVICE ON AIR HANDLER CONTROL UNI	930	301	1,477.50
02/15/2017	MIF	42059	2016-234	WASHTENAW CNTY ENVIRONMENTAL	TESTING 12/8/16	930	301	27.00
02/21/2017	MIF	42063*#	74486487	CONSTELLATION ENERGY SERVICE	ELECTRIC SUPPLY 12/18/16-1/23/17	920	301	2,056.85
02/23/2017	MIF	42076*#	4436 0370 3002 32	PNC BANK	WAGNER CHARGES 1/20/17-2/15/17	930	301	176.47
02/23/2017	MIF	42080*#	29749	WASHTENAW COUNTY TREASURER	01/17 MTT/STC INVOICE	938	301	51.38

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Fund: 370 PUBLIC SAFETY BLDG DEBT FD								
03/02/2017	MIF	42088*#	8245 12 485 004952	CHARTER COMMUNICATIONS	PSB INTERNET & 1 PHONE LINE	850	301	159.97
03/02/2017	MIF	42089*#	1000 0012 0517	CONSUMERS ENERGY	8350 MAIN ST. 1/25/17-2/21/17	920	301	1,911.22
03/02/2017	MIF	42092*#	4693 635 0002 3	DTE ENERGY	8350 MAIN 1/23/17-2/22/17	920	301	1,281.19
03/09/2017	MIF	42106	734449030602	AT&T	ELEVATOR PHONE 1/26/17-2/25/17	850	301	66.36
03/09/2017	MIF	42107*#	8245 12 485 008377	CHARTER COMMUNICATIONS	OFFICE & PSB PHONES 3/7/17-4/6/17	850	301	89.97
			8245 12 485 008374		BLDG DEPT & PSB PHONES & INTERNET	850	301	224.94
				CHECK MIF 42107 TOTAL FOR FU				<u>314.91</u>
03/09/2017	MIF	42108	118-590	CLEARWATER SYSTEMS KINETICO	SOFTENER SALT DELIVERY 2/2/17	930	301	422.50
03/09/2017	MIF	42109*#	75523165	CONSTELLATION ENERGY SERVICE	ELECTRIC SUPPLY 1/25/17-2/22/17	920	301	127.42
03/09/2017	MIF	42113*	26007	RW FIRE & SAFETY CO.	FIRE EXTINGUISHER INSPECTIONS	930	301	204.35
					Total for fund 370 PUBLIC SAFETY BLDG DEBT FD			12,700.25

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Fund: 571 WASTEWATER TREATMENT FUND								
02/15/2017	MIF	42003	SLS 10055378	ALEXANDER CHEMICAL CORP	FERRIC CHLORIDE	740	301	5,142.16
			SLS 10055953		CHLORINE & FRTCLGAS	740	301	1,930.00
				CHECK MIF 42003 TOTAL FOR FU				<u>7,072.16</u>
02/15/2017	MIF	42005*#	1647475	ARBOR SPRINGS WATER CO INC	WWTP 9 - 5 GAL ARTESIAN WATER	930	301	58.50
02/15/2017	MIF	42008*#	007011521-0002	BLUE CROSS BLUE SHIELD OF MI	BRONZE PREMIUMS FOR MARCH 2017	716	226	4,846.20
02/15/2017	MIF	42009*#	007011521-0001	BLUE CROSS BLUE SHIELD OF MI	SILVER PREMIUMS FOR MARCH 2017	716	226	1,254.81
02/15/2017	MIF	42012	0117-96556	BRIGHTON ANALYTICAL LLC	WWTP QUARTERLY SAMPLING	817	301	915.00
			0117-96686		TESTING - FECAL COLIFORM	817	301	40.00
				CHECK MIF 42012 TOTAL FOR FU				<u>955.00</u>
02/15/2017	MIF	42014	2716-244204	CARQUEST AUTO PARTS - WWTP	WWTP - OIL & FILTER	930	333	42.44
02/15/2017	MIF	42016	185307	CHEMCO PRODUCTS INC	ORDER 2/7/17	740	301	2,970.00
02/15/2017	MIF	42017*#	74486487	CONSTELLATION ENERGY SERVICE	ELECTRIC SUPPLY 12/18/16-1/23/17			** VOIDED **
			74886679		9225 LAKE PINE ENERGY CREDIT			** VOIDED **
02/15/2017	MIF	42018	1000 0012 4642	CONSUMERS ENERGY	11500 LEMEN RD #A 12/27/16-1/24/17	920	301	1,359.03
			1000 0950 4273		8076 WHITMORE LAKE RD. 12/24/16-1/	920	301	22.75
			1000 0950 4356		601 RAYMOND DR. GEN 12/24/16-1/24/	920	301	27.71
			1000 0950 4588		7647 EDMUND ST. 12/24/16-1/24/17	920	301	24.41
			1000 1171 7061		11500 LEMEN RD #C 12/27/16-1/24/17	920	301	76.18
			1000 1171 6543		11500 LEMEN RD #B 12/27/16-1/24/17	920	301	311.93
				CHECK MIF 42018 TOTAL FOR FU				<u>1,822.01</u>
02/15/2017	MIF	42019	135	CORRIGAN OIL CO	SALES ORDER 6373266 - 425 GALLONS	860	333	769.55
02/15/2017	MIF	42020	006-32700	CUMMINS BRIDGEWAY LLC	REPLACE HEATER	819	301	136.58
			006-32715		ANNUAL MAINT. GENERATOR L990029189	930	301	617.86
			006-32716		ANNUAL MAINT. GENERATOR G08019749	930	301	617.86
			006-32717		ANNUAL MAINT. GENERATOR H110237620	930	301	377.05
			006-32718		ANNUAL MAINT. GENERATOR C070040331	930	301	499.38
			006-32719		ANNUAL MAINT. GENERATOR A040587941	930	301	280.79

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Fund: 571 WASTEWATER TREATMENT FUND									
			006-32720		ANNUAL MAINT. GENERATOR A040591329	930	301	280.79	
			006-32721		ANNUAL MAINT. GENERATOR A040591328	930	301	280.79	
			006-32722		ANNUAL MAINT. GENERATOR C040614901	930	301	418.99	
			006-32723		ANNUAL MAINT. GENERATOR 8656	930	301	546.34	
			006-32724		ANNUAL MAINT. GENERATOR G900332245	930	301	461.13	
			CHECK MIF 42020 TOTAL FOR FU						4,517.56
02/15/2017	MIF	42024	4652	ETNA SUPPLY CO	INVOICES S102011090.002 & S1020812	930	301	735.99	
02/15/2017	MIF	42027	575022	KENNEDY INDUSTRIES INC	PART NO R712000000000021553	930	301	2,862.00	
02/15/2017	MIF	42036	384730	NCL OF WISCONSIN, INC.	DIGITAL THERMOMETER	740	301	414.05	
			384999		FOLIN-WU DIGESTION TUBES	740	301	91.97	
			384810		CHEMICALS & SUPPLIES	740	301	717.02	
			CHECK MIF 42036 TOTAL FOR FU						1,223.04
02/15/2017	MIF	42037*#	7900 0440 8028 91	NEOFUNDS BY NEOPOST	POSTAGE 1/24/17-2/15/17	851	301	869.72	
02/15/2017	MIF	42046	47796	ROOTX	ROOTX 40# CASES	819	301	3,846.00	
02/15/2017	MIF	42047	19798	RS TECHNICAL SERVICES, INC.	DUAL BOOSTER PUMP SYSTEM	970	900	31,172.00	
02/15/2017	MIF	42049	618894510-179	SPRINT/NEXTEL COMMUNICATIONS	WWTP SERVICE 12/24/16-1/23/17	850	301	40.03	
02/15/2017	MIF	42054*#	323435982	U.S. BANK EQUIPMENT FINANCE	WWTP & COM CTR COPIER LEASE FEB 20	940	301	137.53	
02/15/2017	MIF	42055	27032880	UPS FREIGHT	PRO NUMBER 676322382	819	301	95.00	
02/15/2017	MIF	42056	156887	USA BLUE BOOK	10X14 DANGER SIGN & 2-DRUM DRUM D	930	301	73.34	
			159302		2-DRUM DRUM DECK	930	301	227.70	
			CHECK MIF 42056 TOTAL FOR FU						301.04
02/21/2017	MIF	42063*#	74486487	CONSTELLATION ENERGY SERVICE	ELECTRIC SUPPLY 12/18/16-1/23/17	920	301	6,174.36	
			74886679		CORRECTION AT 9225 LAKE PINE	920	301	5.89	
			CHECK MIF 42063 TOTAL FOR FU						6,180.25
02/23/2017	MIF	42075	4436 0370 3004 07	PNC BANK	HARDESTY CHARGES 1/28/17-2/6/17	930	301	301.61	
02/23/2017	MIF	42077*#	00 751981 0001	STANDARD INSURANCE CO.	PREMIUMS FOR MARCH 2017	717	226	251.77	

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount	
Fund: 571 WASTEWATER TREATMENT FUND									
02/28/2017	MIF	353(E)*#		PAYROLL	SEWER - SUPERINTENDENT WAGES	701	226	2,519.23	
					SEWER - FULL-TIME WAGES	702	226	7,676.71	
					SEWER -FICA	715	226	775.89	
					SEWER - PENSION	718	226	977.56	
					PAYROLL FEE	727	301	14.68	
					COMMUNICATION	850	301	140.00	
				CHECK MIF 353(E) TOTAL FOR F					12,104.07
03/02/2017	MIF	42089*#	1000 0012 4642	CONSUMERS ENERGY	11500 LEMEN RD. #A 1/25/17-2/22/17	920	301	1,387.96	
			1000 1171 6543		11500 LEMEN RD. #B 1/25/17-2/22/17	920	301	294.91	
			1000 1171 7061		11500 LEMEN RD #C 1/25/17-2/22/17	920	301	73.87	
			1000 0950 4588		7647 EDMUND ST. 1/25/17-2/23/17	920	301	22.76	
			1000 0950 4356		601 RAYMOND DR. #GEN 1/25/17-2/23/	920	301	22.76	
			1000 0950 4273		8076 WHITMORE LAKE RD. 1/25/17-2/2	920	301	22.76	
			1000 6159 0814		11615 E SHORE DR. 1/24/17-2/21/17	920	301	16.88	
			1000 0950 4497		427 E NORTH TERRITORIAL 1/22/17-2/	920	301	16.49	
				CHECK MIF 42089 TOTAL FOR FU					1,858.39
03/02/2017	MIF	42092*#	2689 562 0001 1	DTE ENERGY	427 E. NORTH TERRITORIAL 1/20/17-2	920	301	66.55	
			2689 463 0015 2		9081 LAKE PINE DR. 1/23/17-2/20/17	920	301	22.36	
			2689 463 0017 8		9225 LAKE PINE DR. 12/15/16-2/20/1	920	301	192.14	
			2689 055 0001 6		10201 ELMCREST LAMPS 12/19/16-2/30	920	301	30.69	
			3146 792 0001 9		10597 9 MILE RD. 1/24/17-2/21/17	920	301	15.02	
			2689 463 0011 1		11615 E SHORE DR. 1/24/17-2/21/17	920	301	85.72	
			2689 056 0001 4		11502 LEMEN RD. 1/25/17-2/22/17	920	301	13.31	
			2689 463 0007 9		11380 N SHORE DR. 1/23/17-2/22/17	920	301	36.86	
			2689 463 0006 1		601 RAYMOND 1/25/17-2/22/17	920	301	30.00	
			2689 463 0004 6		8076 MAIN ST. 1/25/17-2/22/17	920	301	59.66	
			2689 463 0003 8		10201 ELMCREST RD. 1/25/17-2/22/17	920	301	23.90	
			2689 463 0001 2		7647 EDMUND ST. 1/25/17-2/22/17	920	301	36.71	
			2689 463 0012 9		11800 N. MAIN ST. 1/25/17-2/22/17	920	301	35.95	
			2689 463 0016 0		7941 TURNBERRY DR. 1/25/17-2/22/17	920	301	34.25	
			2689 463 0010 3		11591 N SHORE DR. 1/23/17-2/22/17	920	301	22.11	
			2689 562 0003 7		9457 LAKEPOINTE DR. 1/25/17-2/22/1	920	301	13.07	
			2689 463 0014 5		925 8 MILE RD. 1/23/17-2/22/17	920	301	473.32	
				CHECK MIF 42092 TOTAL FOR FU					1,191.62
03/02/2017	MIF	42095*#	0000-3319-1	DTE ENERGY	EC-PRIMARY SUPPLY RATE 1/20/17-2/1	920	301	1,321.62	



## CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

CHECK DATE FROM 02/14/2017 - 03/09/2017

Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 571 WASTEWATER TREATMENT FUND								
03/02/2017	MIF	42098	REFUND	NORTHFIELD ESTATES	SEWER REFUND, ACCT: 673473	214	000	92.40
03/02/2017	MIF	42099	4381304	QUILL CORP	WWTP SUPPLIES	727	301	133.97
03/02/2017	MIF	42102	MULTIPLE	WARD'S DO IT CENTER	WWTP CHARGES 2/1/17-2/21/17	930	301	114.38
			MULTIPLE		WWTP CHARGES 2/1/17-2/21/17	930	301	(11.55)
				CHECK MIF 42102 TOTAL FOR FU				<u>102.83</u>
03/09/2017	MIF	42104*#	907351	APPLIED IMAGING	WWTP & COM CTR MAINT. AGREEMENTS 2	727	301	13.00
03/09/2017	MIF	42107*#	8245 12 484 007754	CHARTER COMMUNICATIONS	WWTP PHONE & INTERNET 3/6/17-4/5/1	850	301	194.93
03/09/2017	MIF	42109*#	75523165	CONSTELLATION ENERGY SERVICE	ELECTRIC SUPPLY 1/25/17-2/22/17	920	301	5,046.28
					Total for fund 571 WASTEWATER TREATMENT FUND			94,383.32

User: JEN

CHECK DATE FROM 02/14/2017 - 03/09/2017

DB: Northfield

Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 825 WHITMORE LAKE SEWER DISTRICT								
02/15/2017	MIF	42050*#	51137530	TETRA TECH INC	WHITMORE LAKE SAD SERVICES THRU 12 136		000	1,125.00
			51146023		WLSAD DESIGN ENGINEERING THRU 1/27 136		000	2,757.85
				CHECK MIF 42050 TOTAL FOR FU				<u>3,882.85</u>
03/02/2017	MIF	42097	BOND PAYINGAGENT F	HUNTINGTON NATIONAL BANK	INVOICE A09711-3584154102-022017	954	905	500.00
03/09/2017	MIF	42110#	3584154102	HUNTINGTON NATIONAL BANK	2016 SPECIAL ASSESSMENT BOND - LIM 307		000	25,000.00
			3584154102		2016 SPECIAL ASSESSMENT BOND - LIM 986		905	11,446.89
				CHECK MIF 42110 TOTAL FOR FU				<u>36,446.89</u>
				TOTAL - ALL FUNDS				40,829.74
				Total for fund 825 WHITMORE LAKE SEWER DISTRICT				<u>339,842.60</u>

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



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

## March 2017 Director of Public Safety Board Communication

- 1. Fire department activity for February 2017:** February was a relatively quiet month. We did assist Scio Fire Department on a structure fire twice. This was a **chimney fire that had spread to the structure. The second time was a rekindle from the first fire.** There were no other calls of significance for the month.
- 2. Fire Department training for February:** There were various trainings for the month of February which included; Communications, radio and new pager training. We trained on our annual required "lock out tag out" training. We have four new members that have started their EMS training that is an EMT class. We have ongoing drivers training and pump training.
- 3. Fire Inspector:** Fire Inspections have started. We will be looking at a new fire inspection ordinance in the future to assist the inspector in performing his duties. Lt. Rennells is currently in an arson investigation class along with Detective Roberts from the Police Department. This class was paid for through a grant.
- 4. MDOT project:** As was reported to the Board by myself, there are some changes in plans for the replacing of the Six Mile Rd bridge. Currently they are planning to completely close the bridge at the beginning of June for 2-3 months. This presents significant response issues for both the Police and Fire department when responding station to the south and west. I have a meeting with MDOT March 13<sup>th</sup> so I can give an update at the Board meeting on the 14<sup>th</sup>.
- 5. Dispatch contracts:** Both Police and Fire Departments dispatch contracts are up for approval. The Fire department contract with HVA comes with a slight decrease in cost. While the Police contract comes with a slight increase. We have not seen an increase in the Police contract since 2008.



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

## February 2017 Northfield Township Fire Department Statistical Report

Responses February 2017:	47
Responses February 2016:	50

Fire Calls:	7	
Structure Fires		2
Vehicle Fire		0
Fire Alarms		3
Outside fire		0
Smoke investigation		2

Emergency Medical Calls:	27	
Chest Pain		12
Difficulty Breathing		0
Unconscious/Cardiac Arrest		3
Diabetic/ Seizure		1
Trauma		7
Overdose		0
Abdominal pain		0
Other		4

Motor Vehicle Accidents:	12	
Injury Crashes		4
Unknown		8
Pin In		0

Public Service calls: 1

Electrical wire down	1
Fuel Spill	0
Carbon Monoxide Alarm	1
Trees down	0
Animal Rescue	0
Gas leak	0
Other	0

Mutual Aid Given 2

Scio Twp Fire	Structure fire (2)	2
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Mutual Aid Received: 2

Ann Arbor Twp. Fire Alarm Turtle Point	2
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Responses in hamlet area:	19
Responses in rural area:	18
Responses on Highway	8
Responses outside the township:	2

Average response time for the month: 7:07



William Wagner

# **NORTHFIELD TOWNSHIP POLICE DEPARTMENT**

## **MONTHLY OPERATIONS REPORT**



**FEBRUARY 2017**

## FEBRUARY 2017 MONTHLY REPORT

<b>Calls For Service</b>	<b>413</b>
<b>Arrests</b>	<b>14</b>
<b>Mutual Aid Assistance To Other Departments Inside the Township</b>	<b>7</b>
<b>Mutual Aid Assistance To Other Departments Outside the Township</b>	<b>8</b>
<b>Average Response Time</b>	<b>6.75</b>

### NOTES & FACTS FROM THE DEPARTMENT

- **DATA:** 57 % of total complaints answered were in the hamlet area and 43 % were handled throughout the rest of the Township.
- **TRAINING:**
  - FORMAL Ofc. D. Powell – REID Technique of Investigative Interviewing & Advanced Interrogation
  - Ofc. J. Roberts – The Scientific Method for Fire and Explosion Investigations  
Fire Investigation Scene Safety  
Understanding Fire Through the Candle Experiments
- **EVENTS OF SIGNIFICANCE**

#### BREAKING & ENTERING

On February 20, a homeowner on North Territorial reported a B&E to their home. Someone had gained entry by kicking in the front door and a laptop and air purifier were stolen. No one was home at the time. The case is under investigation.

#### OPERATING WHILE INTOXICATED

On February 19, officers affected a traffic stop on a vehicle at 12:39am on Six Mile Rd for having non-functional rear lights and two flat tires. Upon making contact with the driver, the officers believed he was driving under the influence of alcohol. The officers administered field sobriety tests and a PBT, with the result of .158%, nearly twice the legal limit. The driver was taken into custody for OWI, as well as an outstanding warrant out of a nearby agency for failing to appear on an OWI charge.

#### DAMAGE TO PROPERTY

On February 13, a business on Main Street reported that sometime during the previous night someone had struck, and caused damage to, the wooden fence on their property. Anyone with suspect information should contact the Northfield Township Police Department.

#### OPERATING WHILE INTOXICATED

On February 3, officers responded to a possible Hit & Run crash on Five Mile Road. The caller could see the crash from US23 and advised that there was someone walking away from the vehicle. Officers arrived on scene and located a subject on foot, and took him back to the vehicle. The subject admitted that he had been driving. As officers were speaking with him, the driver smelled heavily of intoxicants. The driver admitted to having drunk multiple alcoholic drinks while ice fishing with friends. He was put through field sobriety tests and was given a PBT, with a result of .210%, almost three times the legal limit. The driver was arrested for OWI and was lodged at the county jail.

#### POSSESSION OF HEROIN AND MARIJUANA

On February 3, officers responded to a crash on Eight Mile Rd near Rushton. There was one unoccupied vehicle in the ditch. While officers were investigating, a vehicle drove past them slowly with three males in it, one of whom fit the description of the registered owner of the vehicle in the ditch. Officers affected a traffic stop on the vehicle. While speaking with the occupants, the officers could smell an odor of burnt marijuana coming from the vehicle and observed a marijuana cigarette in the ash tray. Officers asked whose it was and the driver owned up to it and stepped out of the vehicle. Officers patted him down for safety and located a plastic baggie in his pocket, which the driver identified as heroin. The driver was arrested for Possession of Marijuana and Heroin. His vehicle was also seized under forfeiture law. Drug charges are forthcoming, pending lab results on the suspected drugs.



**CLEAR-1018 Verified Offense By Date**  
**Agency: NR**  
**2/1/2017 12:00:00 AM - 2/28/2017 12:00:00 AM**

Offense Code	Description	Incident Count
1178	CSC 4th Degree -Forcible Contact	1
1313	Assault/ Battery/Simple (Incl Domestic and Police Officer	3
2202	B&E - Burglary - Forced Entry - Residence - Home Invasion	1
2309	Larceny - From Yards (Grounds Surrounding a Building)	1
2609	Identity Theft	2
2901	Damage to Property - Business Property - MDOP	1
3512	Heroin -Possess	1
3550	Narcotic Equipment - Paraphernalia	1
3699	Sex Offense (other)	1
8041	Operating Under the Influence of Alcohol / Liquor OWI	1
80412	Operating Under the Influence of Alcohol / Liquor OWI 2nd Offense	1
C2899	Juvenile - All Other	1
C2930	License / Title / Registration	1
C2931	DWLS OPS License Suspended / Revoked	3
C2933	Vehicle Registration - Improper / Expired	2
C2934	Vehicle Insurance - None / Expired	2
C3020	Misdemeanor Arrest Warrant (Originating Agency)	2
C3050	Misdemeanor Arrest Warrant - Other Jurisdiction	1
C3101	Acc, Single Motor Vehicle	2
C3145	Property Damage Traffic Crash PDA	12
C3148	Motor Vehicle - Animal Traffic Crash	1
C3150	Property Damage H&R Traffic Crash	3
C3171	Private Property - Personal Injury Traffic Crash	1
C3199	All Other Traffic Crashes	1
C3205	Sudden Death - Natural	1
C3217	Attempt Suicide Adult	1
C3250	Mental Health Call	1
C3299	Welfare Check	2
C3310	Family Trouble	5
C3324	Suspicious Circumstances	18
C3326	Suspicious Vehicles	14
C3328	Suspicious Persons	6
C3330	Assist Other Law Enforcement Agency	2
C3331	Assist Medical	11
C3332	Assist Fire Department	3
C3333	Assist Motorist	5
C3334	Assist Other Govt Agency	1
C3336	Assist Citizen	14
C3337	Assist Citizen - Vehicle Lockout	1
C3342	Recovered Stolen Property - Other Jurisdiction	1
C3355	Civil Matter - Other	9
C3702	Traffic Complaint / Road Hazard	9
C3706	Traffic Complaint / Vehicle Impound	3
C3707	Vehicle Release	1
C3708	Traffic Complaint / Private Impound	1

**CLEAR-1018 Verified Offense By Date**  
**Agency: NR**  
**2/1/2017 12:00:00 AM - 2/28/2017 12:00:00 AM**

Offense Code	Description	Incident Count
C3714	Traffic Complaint / ATV Complaint	1
C3730	Traffic Complaint / Traffic Miscellaneous A Complaint	1
C3740	Traffic Offense / Property Damage Accident / No UD10	1
C3804	Animal Complaint	5
C4041	Speeding Citation	23
C4043	Drivng W/O Due Care Citation	1
C4046	Disobey Stop Sign Citation	3
C4047	Disobey Traffic Signal Citation	1
C4048	Improper Passing Citation	2
C4049	Improper Lane Usage Citation	1
C4105	Equipment Citation	2
C4313	Veh Reg Impr/Expired Citation	2
L3501	911 Hang Up - NR	2
L3503	Opened in Error - NR	1
L3504	PBT Station - NR	2
L3507	Fingerprints - NR	4
L3510	Loud Music - NR	1
L3512	Vin Inspection - NR	1
L3518	Vehicle Repossession - NR	2
L3521	Open Door / Window - NR	1
L3526	False Alarm - NR	15
L3527	Weather Related False Alarm - NR	1
L3535	GUN Permit, Applications, CCW Permits - NR	34
L3541	Salvage Vehicle Inspection - NR	1
L3542	BOL - NR	8
L3551	Sex Offender Registration/Verification - NR	3
L3552	Traffic Stop - NR	87
L3557	Check Person - NR	1
L3568	Local Records Check - NR	5
L3569	Assist Other Police Agency - Inside Northfield - NR	7
L3570	Assist Other Police Agency - Outside Northfield - NR	8
L3597	Non Terminal - NR	28
L4925	Commercial Vehicle Violations - NR	1
L6501	Property Check/Directed Patrol/Vac Watch - NR	2
	Sum:	413

Report Time:  
3/7/2017 2:42:31 PM

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

Agency: Northfield Township  
Police Department  
ORI: MI8196400

Classification	Feb/2017	Feb/2016	% Change
09001 MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	0	0	-
09002 NEGLIGENT HOMICIDE/MANSLAUGHTER (INVOLUNTARY)	0	0	-
09004 JUSTIFIABLE HOMICIDE	0	0	-
09005 DEATH INVOLVING USE OF FORCE BY LAW ENFORCEMENT	0	0	-
09006 IN-CUSTODY DEATH	0	0	-
10001 KIDNAPPING/ABDUCTION	0	0	-
10002 PARENTAL KIDNAPPING	0	0	-
11001 SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	0	0	-
11002 SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	0	0	-
11003 SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	0	0	-
11004 SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	0	0	-
11005 SEXUAL PENETRATION OBJECT -CSC 1ST DEGREE	0	0	-
11006 SEXUAL PENETRATION OBJECT -CSC 3RD DEGREE	0	0	-
11007 SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	0	0	-
11008 SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	1	0	-
12000 ROBBERY	0	0	-
13001 NONAGGRAVATED ASSAULT	3	4	-25.0%
13002 AGGRAVATED/FELONIOUS ASSAULT	0	1	-100.0%
13003 INTIMIDATION/STALKING	0	0	-
20000 ARSON	0	0	-
21000 EXTORTION	0	0	-
22001 BURGLARY -FORCED ENTRY	1	0	-
22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	0	0	-
23001 LARCENY -POCKETPICKING	0	0	-
23002 LARCENY -PURSESNAATCHING	0	0	-
23003 LARCENY -THEFT FROM BUILDING	0	4	-100.0%
23004 LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	0	0	-
23005 LARCENY -THEFT FROM MOTOR VEHICLE	0	1	-100.0%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	0	0	-
23007 LARCENY -OTHER	1	0	-
24001 MOTOR VEHICLE THEFT	0	1	-100.0%
24002 MOTOR VEHICLE, AS STOLEN PROPERTY	0	0	-
24003 MOTOR VEHICLE FRAUD	0	0	-
25000 FORGERY/COUNTERFEITING	0	0	-
26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	0	0	-
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	0	1	-100.0%
26003 FRAUD -IMPERSONATION	0	0	-
26004 FRAUD -WELFARE FRAUD	0	0	-
26005 FRAUD -WIRE FRAUD	0	0	-
26007 FRAUD - IDENTITY THEFT	2	3	-33.3%
26008 FRAUD - HACKING/COMPUTER INVASION	0	0	-
27000 EMBEZZLEMENT	0	0	-

Agency: Northfield Township Police Department  
ORI: MI8196400

Oakland County CLEMIS  
REPORT EXCLUDES UCR STATUS OF UNF

Report: CLEAR-008  
Page 1 of 4

Report Time:  
3/7/2017 2:42:31 PM

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

Agency: Northfield Township  
Police Department  
ORI: MI8196400

Classification	Feb/2017	Feb/2016	% Change
28000 STOLEN PROPERTY	0	0	-
29000 DAMAGE TO PROPERTY	1	3	-66.7%
30001 RETAIL FRAUD -MISREPRESENTATION	0	0	-
30002 RETAIL FRAUD -THEFT	0	0	-
30003 RETAIL FRAUD -REFUND/EXCHANGE	0	0	-
30004 ORGANIZED RETAIL FRAUD	0	0	-
35001 VIOLATION OF CONTROLLED SUBSTANCE ACT	1	0	-
35002 NARCOTIC EQUIPMENT VIOLATIONS	0	0	-
36001 SEXUAL PENETRATION NONFORCIBLE -BLOOD/AFFINITY	0	0	-
36002 SEXUAL PENETRATION NONFORCIBLE -OTHER	0	0	-
37000 OBSCENITY	0	0	-
39001 GAMBLING- BETTING/WAGERING	0	0	-
39002 GAMBLING- OPERATING/PROMOTING/ASSISTING	0	0	-
39003 GAMBLING -EQUIPMENT VIOLATIONS	0	0	-
39004 GAMBLING -SPORTS TAMPERING	0	0	-
40001 COMMERCIALIZED SEX -PROSTITUTION	0	0	-
40002 COMMERCIALIZED SEX -ASSISTING/PROMOTING PROSTITUTION	0	0	-
40003 HUMAN TRAFFICKING - PURCHASING PROSTITUTION	0	0	-
51000 BRIBERY	0	0	-
52001 WEAPONS OFFENSE- CONCEALED	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>10</b>	<b>18</b>	<b>-44.4%</b>
01000 SOVEREIGNTY	0	0	-
02000 MILITARY	0	0	-
03000 IMMIGRATION	0	0	-
09003 NEGLIGENT HOMICIDE -VEHICLE/BOAT	0	0	-
14000 ABORTION	0	0	-
22003 BURGLARY - UNLAWFUL ENTRY (NO INTENT)	0	0	-
22004 POSSESSION OF BURGLARY TOOLS	0	0	-
26006 FRAUD -BAD CHECKS	0	1	-100.0%
36003 PEEPING TOM	0	0	-
36004 SEX OFFENSE -OTHER	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	0	-
42000 DRUNKENNESS	0	0	-

Report Time:  
3/7/2017 2:42:31 PM

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

Agency: Northfield Township  
Police Department  
ORI: MI8196400

Classification	Feb/2017	Feb/2016	% Change
48000 OBSTRUCTING POLICE	0	1	-100.0%
49000 ESCAPE/FLIGHT	0	0	-
50000 OBSTRUCTING JUSTICE	0	0	-
53001 DISORDERLY CONDUCT	0	0	-
53002 PUBLIC PEACE -OTHER	1	0	-
54001 HIT and RUN MOTOR VEHICLE ACCIDENT	0	0	-
54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	2	2	0%
55000 HEALTH AND SAFETY	0	0	-
56000 CIVIL RIGHTS	0	0	-
57001 TRESPASS	1	1	0%
57002 INVASION OF PRIVACY -OTHER	0	0	-
58000 SMUGGLING	0	0	-
59000 ELECTION LAWS	0	0	-
60000 ANTITRUST	0	0	-
61000 TAX/REVENUE	0	0	-
62000 CONSERVATION	0	0	-
63000 VAGRANCY	0	0	-
70000 JUVENILE RUNAWAY	0	0	-
73000 MISCELLANEOUS CRIMINAL OFFENSE	0	0	-
75000 SOLICITATION	0	0	-
77000 CONSPIRACY (ALL CRIMES)	0	0	-
<b>Total for Group B</b>	<b>5</b>	<b>5</b>	<b>0%</b>
2800 JUVENILE OFFENSES AND COMPLAINTS	1	1	0%
2900 TRAFFIC OFFENSES	8	9	-11.1%
3000 WARRANTS	3	7	-57.1%
3100 TRAFFIC CRASHES	21	15	40.0%
3200 SICK / INJURY COMPLAINT	5	10	-50.0%
3300 MISCELLANEOUS COMPLAINTS	90	88	2.3%
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	0	0	-
3500 NON-CRIMINAL COMPLAINTS	213	192	10.9%
3600 SNOWMOBILE COMPLAINTS / ACCIDENTS	0	0	-
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	17	9	88.9%
3800 ANIMAL COMPLAINTS	5	3	66.7%
3900 ALARMS	0	2	-100.0%
<b>Total for Group C</b>	<b>363</b>	<b>336</b>	<b>8.0%</b>
2700 LOCAL ORDINANCES - GENERIC	0	0	-
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	31	36	-13.9%
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	2	2	0%
4200 PARKING CITATIONS	0	0	-
4300 LICENSE / TITLE / REGISTRATION CITATIONS	2	1	100.0%
4400 WATERCRAFT CITATIONS	0	0	-
4500 MISCELLANEOUS A THROUGH UUUU	0	1	-100.0%

Agency: Northfield Township Police Department  
ORI: MI8196400

Oakland County CLEMIS  
REPORT EXCLUDES UCR STATUS OF UNF

Report: CLEAR-008  
Page 3 of 4

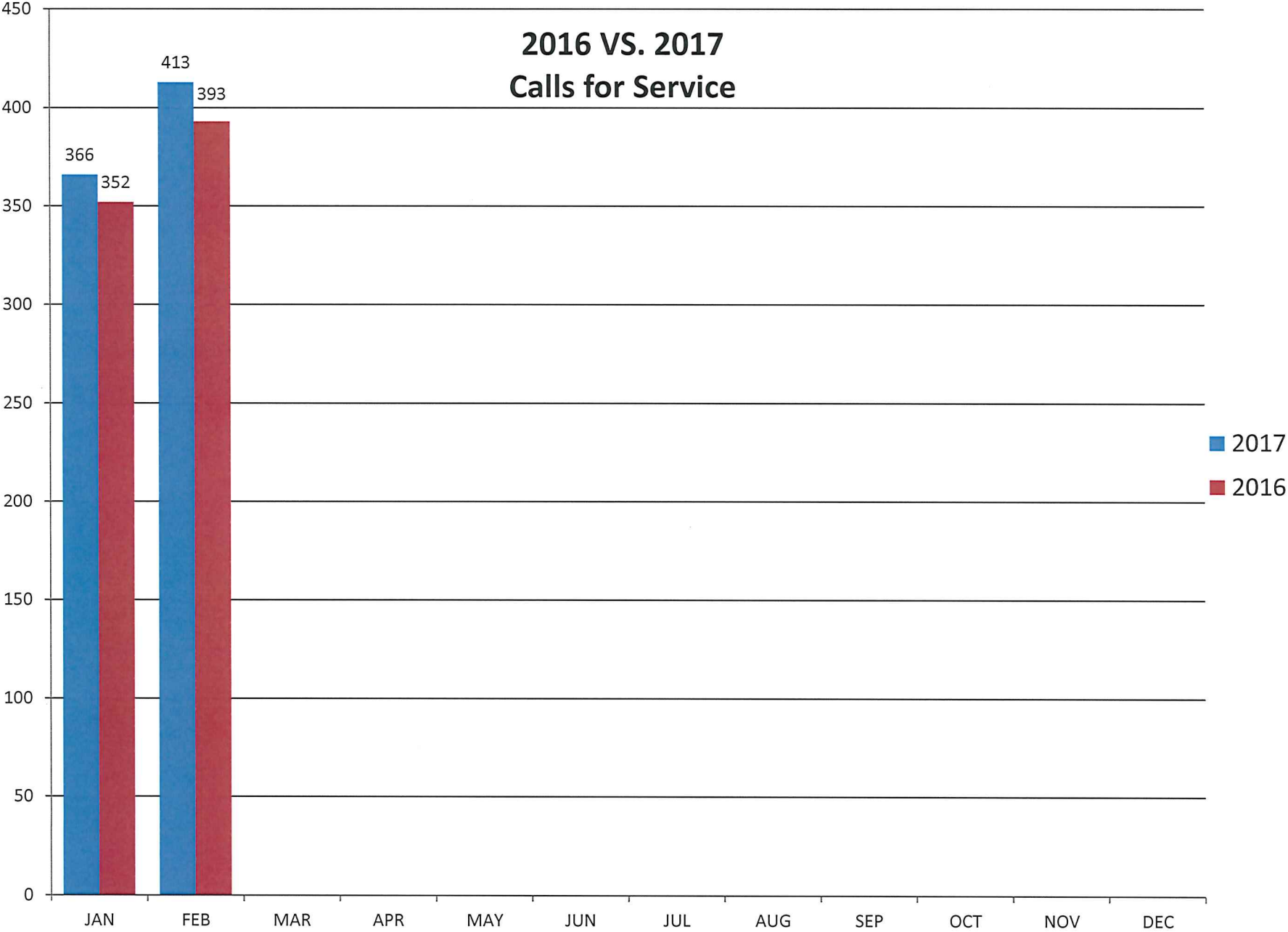
Report Time:  
3/7/2017 2:42:31 PM

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

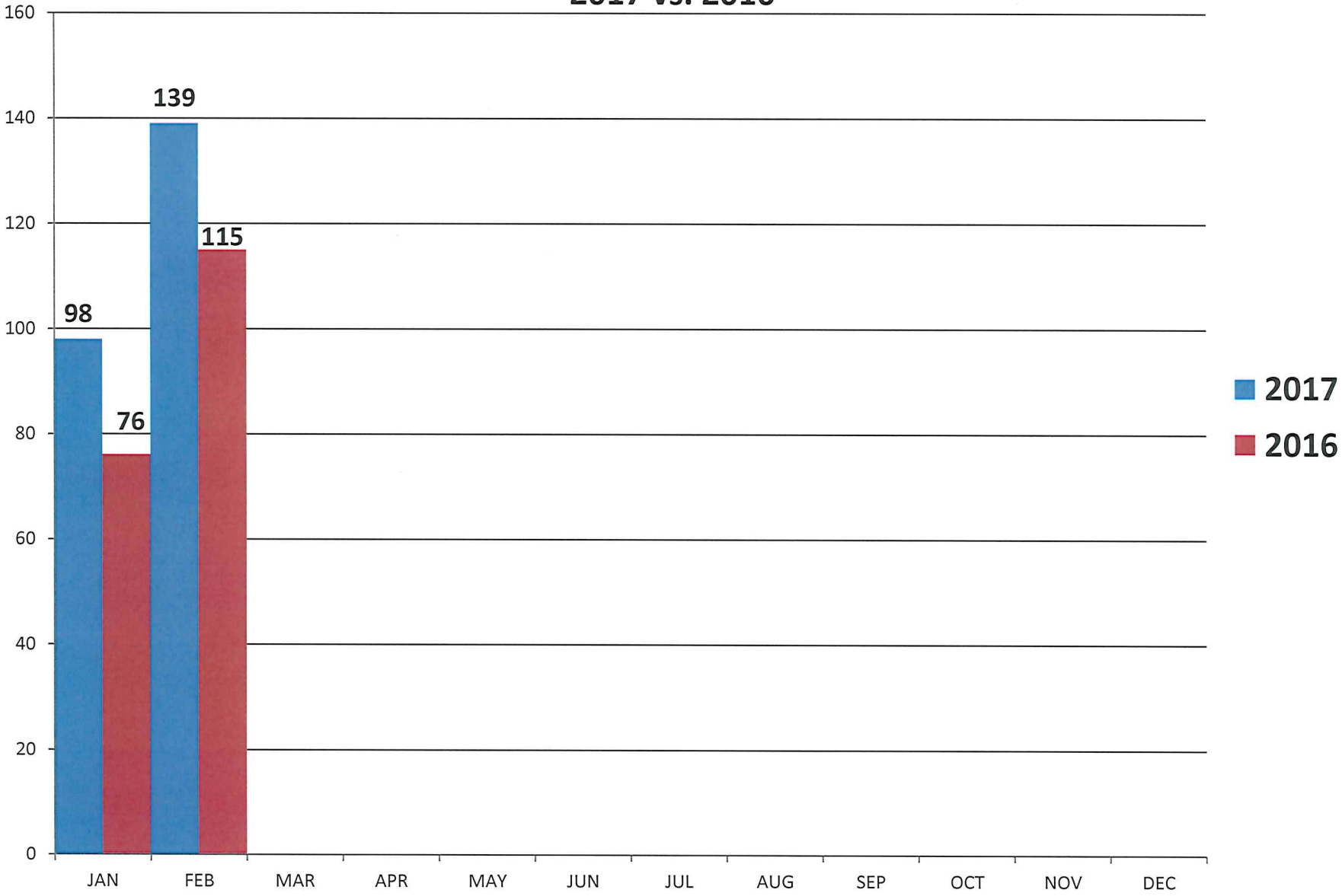
Agency: Northfield Township  
Police Department  
ORI: MI8196400

Classification	Feb/2017	Feb/2016	% Change
4600 LIQUOR CITATIONS / SUMMONS	0	0	-
4700 COMMERCIAL VEHICLE CITATIONS	0	0	-
4800 LOCAL ORDINANCE WARNINGS	0	0	-
4900 TRAFFIC WARNINGS	1	0	-
<b>Total for Group D</b>	<b>36</b>	<b>40</b>	<b>-10.0%</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	2	2	0%
6600 COURT / WARRANT ACTIVITIES	0	0	-
6700 INVESTIGATIVE ACTIVITIES	0	0	-
<b>Total for Group F</b>	<b>2</b>	<b>2</b>	<b>0%</b>
<b>Total for All Groups</b>	<b>416</b>	<b>401</b>	<b>3.7%</b>

# 2016 VS. 2017 Calls for Service



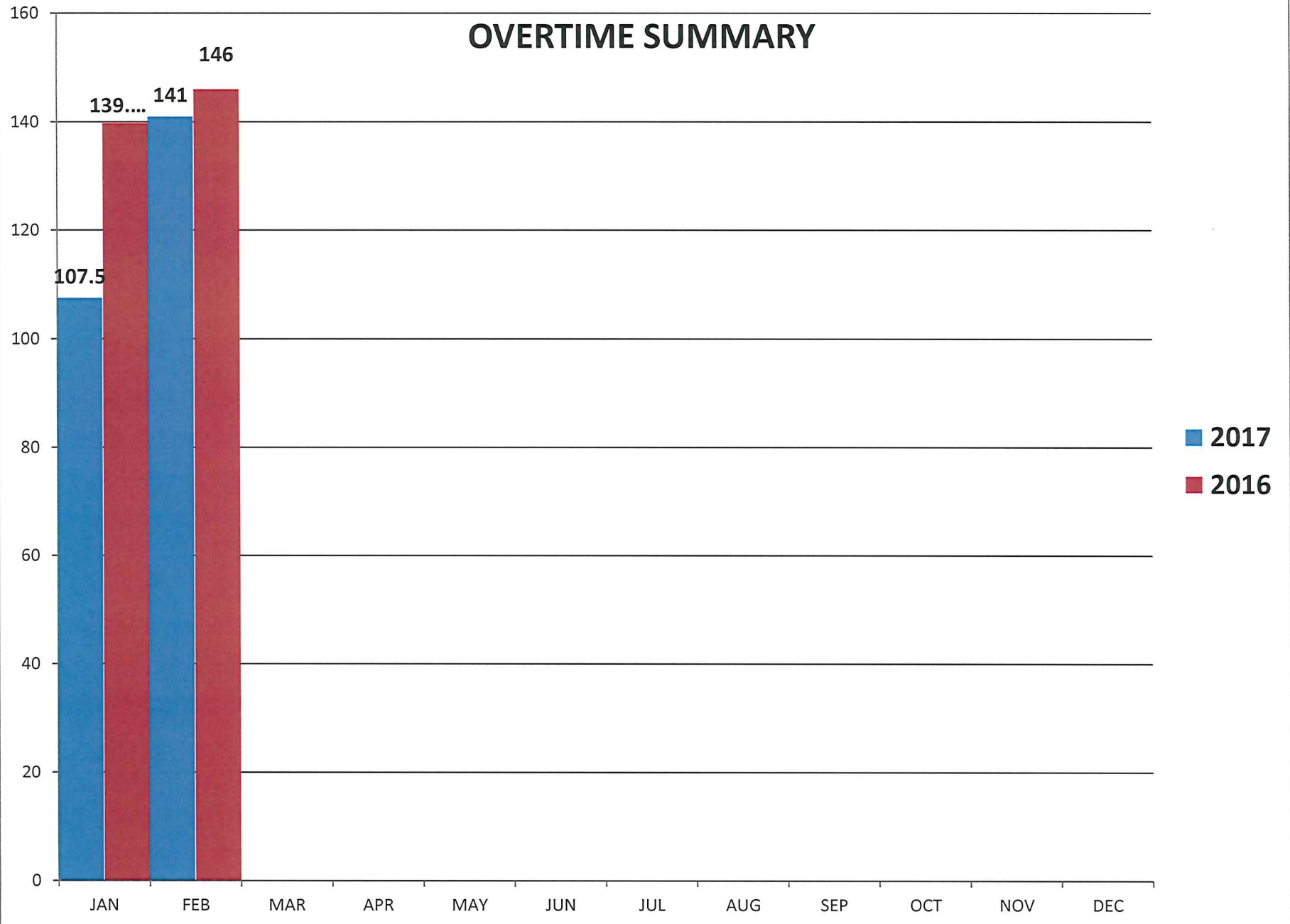
# NUMBER OF TRAFFIC VIOLATIONS BY MONTH 2017 vs. 2016







# OVERTIME SUMMARY



## OVERTIME SUMMARY

OVERTIME BY TYPE													
2017	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Court	26	12											38
Complaint Investigation	14	0											14
Report Writing	1.5	5											6.5
Training	24	0											24
Short Shift	40	57											97
Administrative	0	0											0
Special Detail	0	0											0
Holiday	2	67											69
<b>TOTAL</b>	107.5	141											248.5

2016 VS. 2017													
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
2017 - TOTAL	107.5	141											248.5
2016 - TOTAL	139.75	146											285.75

## EMPLOYEE TIME OFF

2017	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Sick	8	8											16
Comp	4.75	23											27.75
Vacation	36	24											60
Holiday	20	0											20
PTO	73.5	105.5											179
Other	176	200											376
<b>TOTAL</b>	318.25	360.5											678.75

\*\*Other - Admin Leave during this Month

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

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**To: Northfield Township Board of Trustees**

**From: Tim Hardesty Wastewater Treatment Plant Superintendent**

**Date: March 14<sup>th</sup>, 2017**

**Subject: February 2017 Monthly Report**

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- 2/1/17: Pulled pump #2 at Edmund pump station because of rags in the pump.
- 2/1/17: Repaired broken wire on generator at the Raymond pump station.
- 2/3/17: Call back to Shadow Woods pump station because of a float issue.
- 2/6/17: Started painting service building basement floor.
- 2/8/17: Finished painting the service building basement floor.
- 2/9/17: Repaired start and stop floats at East Shore #2 pump station.
- 2/13/17: Pulled rags out of pump #1 at the Elmcrest pump station.
- 2/16/17: Installed sewer marking posts along areas of force mains.
- 2/21/17: Installed new mechanical seal filters and lines for the filter influent, return sludge pumps, and the boiler feed water line.
- 2/21/17: Plugged sewer call at 50 N. Territorial Rd. The problem was in their line.
- 2/21/17: Pulled pump #1 at Elmcrest pump station and installed new wear ring.
- 2/22/17: Contracted a vacuum truck out to clean out a few of the pump station wet wells and vactor out the Intermediate clarifier.
- 2/27/17: Ran new flexible conduit for alarm on chlorine water feed pumps.
- 2/28/17: Pumped down aeration #3 for spring.

<b>February 2017 Daily Average Flow</b>	<b>.840MGD</b>
<b>February 2016 Daily Average Flow</b>	<b>.631MGD</b>
<b>Maximum February Daily Flow 2017</b>	<b>1.19MGD</b>
<b>Maximum February Daily Flow 2016</b>	<b>.757MGD</b>
<b>Minimum February Daily Flow 2017</b>	<b>.645MGD</b>
<b>Minimum February Daily Flow 2016</b>	<b>.544MGD</b>
<b>6 – Month Average Flow</b>	<b>.719MGD</b>
<b>12 – Month Average Flow</b>	<b>.726MGD</b>
<b>Total Gallons Treated February 2017</b>	<b>23.510MG</b>
<b>Total Gallons Treated February 2016</b>	<b>18.289MG</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>42 hours</b>

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

**I. February Overview**

The Senior Nutrition program continues to run smoothly. We have 97 registered seniors, with 10 to 15 attending on a daily basis in February. Lunches are served on Mondays, Wednesdays and Fridays at 12:15p.m.

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

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

Planning for spring and summer programming continued.

**II. Program Evaluation**

**a. On Going Services**

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

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

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

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

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

The Kidney Foundation of Michigan's "My Choice, My Health: Diabetes Prevention" program's participants completed their weekly meetings held the first monthly meeting on February 27. Monthly meetings will continue through September. The program has been very successful for all participants.

**b. Classes**

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

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

Zumba Gold (Wed. a.m.) currently has 3 students.

Tai Chi has four ladies participating in the session runs through March 1. The new session will switch over to Tuesdays from 12:00p.m. to 1:00p.m. beginning March 14.

MAH Fitness will begin a new 10-week session on February 2.

The Primitive Rug Hooking class continues with 3 students. They have created lovely throw rugs and footstool covers.

Meditation class continues on Tuesday mornings. Four people are currently attending.

**c. On-Going Activities**

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

Mah Jongg Mondays continue. Four to six people participate each week.

The Knit, Crochet, Craft group meets every Friday from 11:30a.m. to 1:30p.m. 4 to 8 people attended each week during February.

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

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

**d. Special Events**

The February Grown-Ups Can Color, Too Party was attended by 10 people. Kids' coloring was enjoyed by four children and three adults. In both cases, a good time was had by all in attendance!

Karaoke is back! We continue to work on putting together our own equipment, and a collection of CDs. The February 17 program was attended by 6 people.

Ten people enjoyed watching "Sully" at Lunch & a Movie on February 15. Fourteen people enjoyed and "oldie but goodie," "Beethoven," during Pizza & a Movie on February 24.

The YMCA of Ann Arbor is bringing their Blood Pressure Self-Monitoring program to the Community Center. This is a 4-month program that will teach qualified participants to monitor and track their blood pressure. It will also provide programming on healthy eating and habits to help them work toward the goal of keeping their blood pressure under control. There are currently 8 participants registered for the program. The first educational program will be held at 1:00p.m. on March 8.

The first of the three Free Tax Assistance days for seniors and others with lower incomes was held on Friday, February 24. This annual service is provided by the Senior Services Dept. of Catholic Social Services of Washtenaw County. Two more dates are on the schedule – March 10 and 24 from 9:00 to Noon. This service is by appointment only. Appointments can be made by calling the Community Center at 734-449-2295. This year, participants are required to have an income of \$30,000/yr. or less.

**Northfield Township**  
**Financial Report**  
**Month Ending, February 28, 2017**

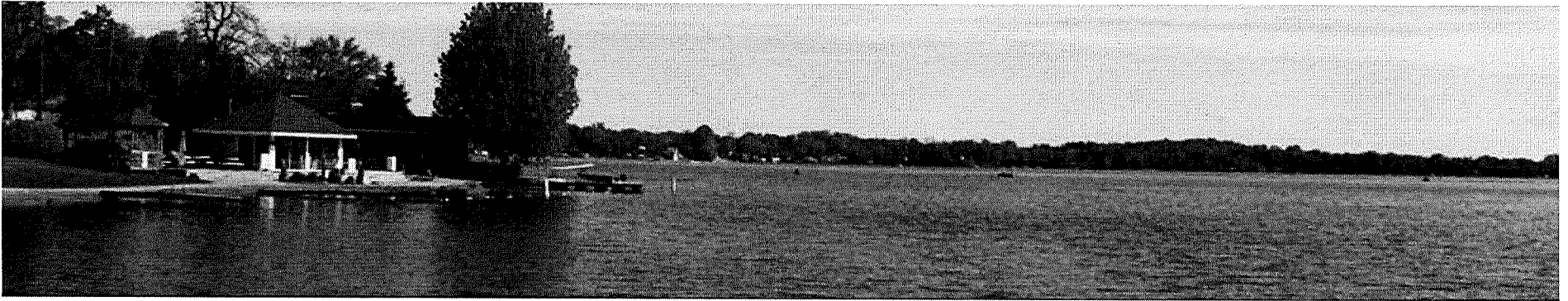
This report is a summary of our funds at the end of February 28, 2017. At this time, our funds are in three CDs and in seven checking accounts. All our funds except one CD are at 1st National Bank.

<u>Type</u>	<u>Fund/Account</u>	<u>Issuer</u>	<u>Value</u>	<u>Interest Rate</u>	<u>Purchase Date</u>	<u>Maturity Date</u>
CD	WWTP	1st National Bank	\$1,177,565.84	0.10%	11/12/2016	5/12/2017
CD	WWTP	Morgan Stanley	<u>28,056.20</u>	Zero Coupon	6/16/2009	5/20/2019
Total WWTP			\$1,205,622.04			
CD	MIF	1st National Bank	<u>\$35,056.45</u>	0.75%	12/3/2015	12/3/2017
<b>Total Investments</b>			<b>\$1,240,678.49</b>			
Checking	MIF	1st National Bank	\$ 3,729,345.92			
Checking	Federal Drug Forfeiture	1st National Bank	238,848.22			
Checking	Police Narcotics	1st National Bank	80,109.39			
Checking	Trust & Agency	1st National Bank	59,888.15			
Checking	Health Account	1st National Bank	27,633.81			
Checking	Payroll	1st National Bank	12,360.90			
Checking	Tax Account	1st National Bank	<u>3,104,359.26</u>			
<b>Total Checking</b>			<b>\$ 7,252,545.65</b>			
<b>Total Investments and Checking</b>			<b><u>\$ 8,493,224.14</u></b>			

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



# Northfield Township



# Sewer Capacity Concerns

February 2017

# WWTP Background

- Constructed in 1961 to serve correctional facility
- Expanded numerous times to serve portions of Northfield and Green Oak Townships
- Capacity of 1.3 mgd. Current flows average about 0.7 mgd.
- Plant reliably treats flows during dry weather. During extreme wet weather events, some processes may be bypassed.



# Sewer Rates and Connection Fees

## RATES

- cover system O&M and can pay debt service
- Study last performed in 2014

## CONNECTION FEES

- Payment by new connections for value received in the sewer/treatment system
- 2014 study showed \$5,700 to \$5,900 could be justified for use of existing assets (\$3550 current fee)

# Sewer Capacity Considerations

- North Territorial Pump Station
- Gravity Interceptor (near Whitmore Lake)
- WWTP Wet Weather Capacity
- Green Oak Connections

# Sewer Capacity Considerations

- North Territorial Pump Station
  - Existing station was paid by SAD on east side of US-23 and sized for that SAD
  - 1998 Plan called for future pump station and force main improvements (\$4 to \$5 million)

## Key Questions:

- Allow parcels outside the SAD to connect?
- If so, how does the Township collect funds for future improvements?



# Sewer Capacity Considerations

- Gravity Sewer Near Whitmore Lake
  - Most of Township travel through this reach
  - 2016 Analysis inferred a likely capacity concern and recommended flow monitoring
  - Improvements could run \$3 million
  - Development requests in 7 Mile SAD

## Key Questions:

- Confirm capacity through flow monitoring? Should be performed in spring weather.
- Adjust connection fee to start collecting improvement costs?
- Allow new connections in interim?



# Sewer Capacity Considerations

- WWTP Wet Weather
  - Flows during wet weather can bypass full treatment
  - New connections (Northfield and Green Oak) will exacerbate this problem
  - WWTP storage tank (1.5 million gallons) conceived to address this concern. \$3 million opinion of cost.

## Key Questions:

- When to initiate tank?
- How to collect costs for tank from developers?

# Sewer Capacity Considerations

- Green Oak Connections
  - Agreement says Northfield will expand its WWTP to 2.25 mgd
  - Development should pay for cost of sewers needed (Northfield to provide O&M)
  - Connection fees collected by Northfield

Key questions:

-Should Northfield's connection fee be adjusted to account for WWTP expansion or storage costs?





# Policy Direction Needed

## North Territorial Sewer

- Allow new developments outside SAD?
- How to charge? Revise connection fee?

## Gravity Sewer Areas

- Allow new development? Or not?
- How to charge for improvement needed?
- When to initiate sewer improvements (soon)?

# Policy Direction Needed

- Wastewater Capacity Concerns (Northfield and Green Oak)
  - Allow new development? Or not?
  - If no, how to honor SAD and Green Oak commitments?
  - If yes, need to initiate tank soon
  - Adjust connection fee to pay for future improvements at WWTP?



ARCHITECTS. ENGINEERS. PLANNERS.

March 7, 2017

**Northfield Township**  
8350 Main Street, Suite A  
Whitmore Lake, Michigan 48189

**Attention: Marlene Chockley, Township Supervisor**

**Regarding: Fiber Technologies Networks, LLC  
Request to Modify Exhibit A**

Dear Ms. Chockley,

We have reviewed the request from Fiber Technologies Networks, LLC (Fibertech) to modify Exhibit A of the bilateral METRO Act permit issued by the Township on June 30, 2016. We understand the basis for this request is to expand Fibertech's network on Whitmore Lake Road and Northfield Church Road. Based on our review of the information submitted we take no exception to this request. It should be noted that the Township may require a construction permit review prior to the installation of these telecommunications facilities and that the Township may also require an increase to the bond amount.

Please feel free to contact Jacob Rushlow at (734) 466-4517 or [jacob.rushlow@ohm-advisors.com](mailto:jacob.rushlow@ohm-advisors.com) if you have any questions or concerns regarding this review.

Sincerely,  
**OHM ADVISORS**

A handwritten signature in black ink that reads "Jacob Rushlow". The signature is written in a cursive style and is positioned above a horizontal line.

Jacob Rushlow, P.E.  
Township Engineer

cc: Paul Burns, Township Attorney  
File

P:\0126\_0165\0151170010\_2017\_General\_Services\\_Civil\Utility Reviews\Fiber Tech\FiberTech\_Rev1.docx



phone 585-697-5100  
fax 585-442-8845  
300 Meridian Centre  
Rochester, NY 14618

February 7, 2017

VIA UPS

Howard Fink  
Township Manager  
Township of Northfield  
8350 Main St  
Whitmore Lake, MI 48189

Dear Mr. Fink:

Please accept this letter as Fiber Technologies Networks, L.L.C's ("Fibertech") written request for approval to modify Exhibit A of the Bilateral METRO Act Permit issued by the Township of Northfield to Fibertech on June 30, 2016. As you are aware, Exhibit A of the Bilateral METRO Act Permit is a map of the location for Fibertech's facilities. Due to new opportunities, Fibertech is seeking to expand its network in the Township of Northfield therefore to modify Exhibit A. Section 2.1 of the Bilateral METRO Act Permit provides that, upon a written request for a modification, the Township Manager has the authority to modify Exhibit A and that a request cannot be unreasonably denied. As always, before starting construction, Fibertech will comply with all applicable ordinances and make appropriate arrangements with the Town's engineering department.

Enclosed for your signature is an approval form, the modified Exhibit A, and a self-addressed stamped return envelope. Fibertech looks forward to continuing to provide high quality telecommunications service in Northfield.

If you have any questions or concerns, please do not hesitate to contact me at (585) 568-8485 or [jnewkirk@lighttower.com](mailto:jnewkirk@lighttower.com)

Very truly yours,

Judith A. Newkirk  
Director of Access & Permitting

JAN/tlh  
Enclosures

**APPROVAL OF MODIFICATION TO EXHIBIT A OF  
RIGHT-OF-WAY TELECOMMUNICATIONS PERMIT**

Pursuant to the written request by Company, Fiber Technologies Networks, L.L.C., for access and use of additional Public Right-of-Way not granted by the 2016 Telecommunications Permit issued by the Township of Northfield to Company on June 30, 2016 and accepted by Company on July 5, 2016, and Section 2.1.1 of the Permit which allows for this modification, the text of Exhibit A on page 15 of the Permit is modified to read as follows:

**Modified Exhibit A  
Public Right-of-Way to be Used by Telecommunication Facilities**

The Public Right-of-Way that Company is granted access to and the use of is for approximately 2.31 miles as shown on the attached one (1) page Fibertech Networks Route Map, consisting of approximately 2.01 miles of above ground (Aerial) installations, and approximately .30 miles of below ground (Conduit) installations of Telecommunication Facilities.

This Approval does not serve as, or waive the requirement for a Town construction or engineering permit prior to installation of Telecommunications Facilities in the additional Public Right-of-Way, with all Permit terms and conditions, including the Town's reserved right to increase the Bond amount under Section 8 and Exhibit B, applicable to Telecommunications Facilities proposed for or installed in the additional Public Right-of-Way.

Township of Northfield

February \_\_\_ 2017

By: \_\_\_\_\_

Howard Fink

Its: Township Manager



Data use subject to license.

© DeLorme. XMap® 8.

**Northfield Township  
Fire Department**

# Memo

**To:** Township Board of Trustees  
**From:** Chief Wagner *WW*  
**cc:**  
**Date:** March 14, 2017  
**Re:** Hire of Auxiliary Fire Fighter

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**I am requesting permission to hire Fred Anstead as an Auxiliary Firefighter. Fred was with Northfield Fire Department many years ago before being hired by The Ypsilanti Township Fire Department where he is now full time. This hiring is contingent on a successful background check and physical.**

# NORTHFIELD TOWNSHIP

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## MEMO

**To:** Northfield Township Board  
**From:** Jennifer Carlisle  
**Date:** 3/9/2017  
**Re:** Controller position

---

Dear Township Board,

We have had two interviews for the Controller position with one more occurring on Friday, March 10th. The candidates that we have been speaking with are well qualified for the position, and we have not received any new resumes since March 2nd. By the date of the Board meeting, we are confident that we will have a candidate to recommend for the position, and are seeking authorization to extend an offer pending write-up and legal review of the contract. An update will be provided at the meeting.

Sincerely,



Jennifer Carlisle  
Administrative Assistant



## Jennifer Carlisle

---

**From:** Marlene Chockley  
**Sent:** Thursday, February 23, 2017 12:01 PM  
**To:** Jennifer Carlisle  
**Subject:** FW: Controller Position  
**Attachments:** Andrew Clark Municipal Accounting Resume 2017-2.pdf

Jennifer,  
Another resume for the controller.  
Marlene

**From:** Andy Clark [mailto:clarksca@netscape.net]  
**Sent:** Thursday, February 23, 2017 10:51 AM  
**To:** Marlene Chockley <chockleym@Northfieldmi.gov>  
**Subject:** Controller Position

Supervisor Chockley,

I have learned the Township may be looking for a part-time controller either on an interim or permanent part-time basis. While the position may not be formally posted, my resume is enclosed as a means of starting a conversation to determine if the position may be a good fit for both parties.

Thank you.

Andrew D. Clark, CPA  
734-417-8828

# ANDREW D. CLARK, CPA

20145 Woodhill Drive  
Northville, Michigan 48167

734-417-8828  
[clarksca@netscape.net](mailto:clarksca@netscape.net)

---

## PROFILE

- Commercial Finance and Municipal Accounting.

## EXPERIENCE

### Municipal Finance

- Responsible for Reconciliation of Cash and Investment accounts and audit workpaper preparation of the same. Including reconciliation of credit card accounts.
- Convert Payroll to onsite administration including Leave Bank set-ups for multiple Bargaining Units.
- Preparation and support of Capital Asset acquisition and construction.
- Reconcile District Court financial activities including bond listings.

### Commercial Credit

- Responsible for underwriting a \$950MM portfolio of commercial real estate and commercial and industrial loans.
- Member of the Senior Loan Committee with authority up to \$15MM.
- \$1MM of individual lending authority.

### Loan Classification

- Direct and approve risk rating changes and requisite accrual determination.
- Review and approve Troubled Debt Restructuring Analyses including market rate credit determinations.
- Review and approve Loan Impairment Analyses.

### Loan Administration

- Developed an asset-based loan administration program including the field exam process and the collateral control account program.
- Established Financial Statement Ticklers and Loan Covenant monitoring systems.
- Initiated the document imaging processes for business continuity.
- Created a commercial credit file system.
- Re-designed special loan report formats for a \$600MM portfolio.
- Established the processes and procedures for loan servicing.
- Responsible for Credit Policy Manual development and maintenance.

### Compliance

- Implemented government compliance and reporting systems for ECOA, HMDA, and CRA.
- Trained Commercial Lending groups in all relevant Commercial compliance matters including, but not limited to, BSA, Flood, and the Patriot Act.

### Regulatory Liaison

- Manage OCC and FHLB exam logistics including pre-file review and preparation, credit discussions, exit meetings and follow-up.

## **PROGRESSION**

### **WoodHill Group**

Senior Vice President  
Nov. 2015-present

Reconcile pooled demand deposit accounts with multiple sources of credit card payment processors and prepare audit work papers both as an auditor as well as on the controller side. Convert payroll processing from outsourcing to in-house. Analyze bargaining agreements for establishment of leave banks on in-house payroll systems. Set up payroll deductions for pension liability and expense recognition. Develop capital asset and construction support for governmental and business-type activities. Analyze bond activities for District Courts and reconcile to trust accounts.

### **TCF Bank**

VP Senior Credit  
Officer  
2012 -Nov. 2014

Consolidated the administrative functions of a portfolio of criticized and classified assets, managed by the Special Assets group, across multiple regions. Developed appraisal reporting for driving improvements in timeliness. Analyzed credits for troubled debt restructuring classification. Underwrite restructures for the special assets group. For the Chairman/CEO and Chief Risk Officer, develop executive analyses for the ten largest relationships and identify and report on ten largest loan relationships having a financial impact. Communicate with the OCC to explain and discuss methodology for credit classifications. Special projects include performing accounting policy reviews for consistent application with portfolio treatment, participate in the implementation of an interest rate swap product, develop cross-regional process standardization, and implement the customer relationship management system.

SVP Regional  
Credit Officer  
2009-2012

Responsible for loan underwriting, closing, file administration and regulatory compliance across the \$700MM Michigan region portfolio of loans. Included impairment and troubled debt restructuring analysis and credit decisions.

VP Credit  
Administration  
1995-2009

Responsible for loan underwriting, closing, file administration and regulatory compliance across the \$950MM Michigan region portfolio of loans.

VP Asset Based  
1987-1995

Developed reporting, field examinations, and collateral account tracking systems.

AVP Credit  
1985-1987

Initiated credit underwriting and loan servicing for commercial & industrial lending.

## **EDUCATION**

Central Michigan University  
Bachelor of Science in Business Administration  
Major: Accounting, Minor: Computer Science

## **INTERESTS**

Fly-fishing, running, biking, cross-country skiing.

## Jennifer Carlisle

---

**From:** Johnson, Carl [cjohnson@cityofnovi.org]  
**Sent:** Thursday, February 23, 2017 7:09 AM  
**To:** Jennifer Carlisle  
**Subject:** Contract Controller  
**Attachments:** Carl Johnson Cover.pdf; Carl Johnson Jr Resume.pdf

Morning!

Attached are my resume and cover letter for your contract controller position. Thanks for the opportunity to be part of the Northfield Township team.

Carl Johnson

February 23, 2017

Northfield Township  
Human Resources Department  
8350 Main Street  
Whitmore Lake, MI 48189

Ladies and Gentleman:

I am writing to express my interest in your vacant contract controller position. I feel my education, background and extensive experience in municipal finance make me a perfect match for this position.

I have worked exclusively with municipal government right out of college and for the past 28+ years. I start at a CPA firm as a governmental auditor and ultimately realized the bigger need and benefit to many of my clients was to be their contract finance director/controller rather than their auditor. As a partner in the firm I created a practice that did exclusively contract finance director/controller work. After 25 years at the firm I left and currently have been the finance director/controller for several communities. My previous leadership positions has also allowed me to contract as a city manager as well.

I am an expert in all aspects of municipal accounting and have been involved in many special projects including budget redesign and simplification, utility rate setting, bond issuance and refinancing, creation of tax districts such as DDA, TIFA, and Corridor Improvement authorities and many others. I regularly receive the certificate of excellence from the Government finance Officers Association (GFOA) for both financial reporting and budgeting for my clients. The annual audits I oversee are performed timely with almost no adjustments proposed by the auditors.

I personally was responsible for training my team on the accounting software at each client while at the CPA firm and have extensive experience with seven different software packages however, BSA is where my expertise is as I know how to use every module they have and have personally been part of three conversions from other software products to BSA.

I have worked with many financially trouble communities and assisted with their turnaround as well some very well off communities and everything in between and would welcome the opportunity to become part of the Northfield Township team. I look forward to discussing the controller position with you. I can be reached on my cell at (248) 767-3740.

Thanks for your consideration!

Sincerely,

A handwritten signature in black ink, appearing to read 'Carl Johnson', written in a cursive style.

Carl Johnson

**CARL A. JOHNSON JR., CPA**  
351 Country Club Ct. Canton, MI 48188  
JJJohnson13@msn.com (248) 767-3740

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EXPIRECE CITY OF RIVER ROUGE

02/17-Present Contract Finance Director

- Responsible for all aspects of the City's financial and operations including preparation of annual budget, monthly bank, investment and account reconciliation and year end close out. Responsible for all aspects of the annual financial audit and single audit of federal grants including work paper and footnote schedules. Position also includes grant monitoring and reporting. City utilizes BSA software.

CITY OF NOVI

01/14-Present Finance Director/Treasurer/Chief Financial Officer

- Responsible for all aspects of the City's financial and treasury operations including overseeing a staff of approximately 15 and an overall budget of \$100,000,000. Responsible for all aspects of the City's financial and operations including preparation of annual budget, monthly bank, investment and account reconciliation and year end close out. Responsible for all aspects of the annual financial audit and single audit of federal grants including work paper and footnote schedules. Position also includes grant monitoring and reporting. Treasury department responsibilities include investment policy creation and monitoring, investing all surplus funds (approximately \$125,000,000), electronic collections and annual property tax billings. City utilizes BSA software.

CITY OF OAK PARK

07/15-Present Finance Director/Treasurer

- Responsible for all aspects of the City's financial and treasury operations including overseeing a staff of approximately 15 and an overall budget of \$50,000,000. Responsible for all aspects of the City's financial and operations including preparation of annual budget, monthly bank, investment and account reconciliation and year end close out. Responsible for all aspects of the annual financial audit and single audit of federal grants including work paper and footnote schedules. Position also includes grant monitoring and reporting. Responsible for all aspects of the treasury department including investment policy creation and monitoring, investing all surplus funds, electronic collections and annual property tax billings. City utilizes BSA software.

CITY OF MONTROSE

09/14-8/15 Contract City Manager

- Responsible for all operations of the City including overseeing a staff of 6 and an overall budget of \$2,000,000. Position included creation and implementation of balanced budget, reconciliation of all city records for audit and implementation of investment strategy in addition to daily city operating activities of City Manager. City utilizes BSA software.

1999-2014 PLANTE MORAN, PLLC  
*Plante Moran Governmental Accounting Professionals (PMGAP) (Manager and Partner)*

**Financial Manager/City Manager Experience (2001-2014)**

- Created a new division within Plante Moran to provide contract finance director, treasurer and business manager services to over a dozen municipalities and a dozen school districts in Michigan (PMGAP). I was the partner in the group with personal responsibility for all operations at each community. My responsibilities included the hiring, training and oversight of more than thirty Plante Moran team members.
- Specialized in providing assistance to financially troubled communities including review of overall status of the City, creation of turnaround plan and implementation on turnaround plan.
- Member of the management team contracted by the State of Michigan Emergency Manager's. I worked personally with the State Treasury Department and various Deputy State Treasurers throughout entire turnaround process for almost every emergency manager communities and numerous other troubled communities. Personally worked to develop turnaround plans and implement the plans. My roles included restructuring departments, service sharing and consolidation, studies/exploring alternate delivery methods for all city services including police and fire, department of public works, treasury, clerks, grants, economic development, income tax and also all departments.
- Integral part of running day-to-day operations for several cities including being the lead on union negotiations, sale of fixed assets, debt issuance and restructuring and hiring/building a strong team of department heads to run the communities going forward.
- Assisted with economic development and retention of business within communities including negotiating a tax appeal which took several years that resulted in the two communities not losing the taxpayer and having a potential tax refund in excess of \$20 million forgiven.
- Significant experience with specialized areas of municipal government including water and sewer systems, component units such as DDA, TIFA, LDFA, EDC and Brownfields, special assessments, debt issuance (bonds, SFR, DWRF, emergency loans and capital leases), internal service funds, ice arena, cemetery, and golf course operations, pension fund options and changes, VEBA's and much more.
- Worked directly with City Managers, strong Mayors and City councils and have excellent understand of political environments and developed strong relationships with all which is essential to successful communities.
- Able to apply the good, the bad and the ugly from the troubled communities I assisted to my other financially stable communities to help ensuring their long-term success and viability
- Created and oversaw the implementation of multi-year budgets and five year plans.

**Finance Director Experience**

- Directly provided through PMGAP all aspects of accounting including preparation of monthly budget to actual reports with all accounts reconciled (bank reconciliations, receivables, payables, revenue and expenditures), year-end close and final close out of all funds, preparation of audit workpapers and oversight of audit. Also responsible for assistance with annual budget preparation, property tax distributions, filing annual reports and oversight of

client staff (payables, receivables, treasury, utility billing, payroll, and other accounting personnel).

- Prepared financial statements as well as budget documents for submission to the MGFOA and obtained certificate of excellence (several of my PMGAP clients).
- Significant experience with presentations to mayor/city manager, city council and public.
- Developed specialized training for all PMGAP members in all aspects of municipal accounting. Trainings held at least semi-annually.
- Significant experience with most municipal accounting systems including BSA, New World, Versys, Civic Systems, HTE, and Fund Balance. Assisted with several system conversions.
- Served as contract finance director/treasurer or provided similar services for the following communities (most have been serving for many years); City of River Rouge, City of Ecorse, City of Hazel Park, City of Ferndale, City of Belleville, City of Benton Harbor, City of Hamtramck, City of Highland Park, City of Saginaw, City of New Haven, Village of New Haven, City of Pontiac, City of Allen Park, City of Pleasant Ridge, City of Inkster, City of Coldwater, City of Detroit, Commerce Township, and City of Novi.

1989-1998 *Municipal Auditor (Staff, In charge and Manager)*

- Municipal auditor on many of the firm's largest and most complex audits. I supervised several staff members on each audit assignment.
- Expert in auditing federal programs (A-133 single audits). Several years I was the lead technical person for all federal municipal programs of the firm. Developed programs to test new grants and provided technical training and assistance to entire firm.
- Assisted/trained clients with various accounting projects such as account reconciliations, five year projections, deficit elimination plans, water and sewer rate studies, outsource evaluation and many others.

EDUCATION Michigan State University (1984-1988)  
Bachelor of Arts with a Major in Accounting



3rd Controller Candidate asked that their interest in the position not be disclosed at this time.

## NORTHFIELD TOWNSHIP PLAN REVIEW FEE SCHEDULE (exhibit A)

### ADOPTED

PROJECT TYPE	NORTHFIELD TWP FEE (\$)	McKenna FEE (\$)	OHM FEE (\$)	FIXED FEES (\$)	NOTES AND FEE ADDITIONS	RESUBMITTALS
<b>SITE PLAN (NON-RESIDENTIAL)</b>						
NEW DEVELOPMENT CONCEPT PLAN	no charge	500***	500	1000	McKenna plus \$50/acre; OHM plus \$60/2,000 sft	1/2 of original consultant fees
NEW DEVELOPMENT SITE PLAN	750	650	800	2200	McKenna plus \$75/acre; OHM plus \$60/2,000 sft	1/2 of original consultant fees
NEW DEVELOPMENT CONSTRUCTION PLAN (DETAILED ENGINEERING)	no charge	NA	calculate	calculate	OHM % of construction cost estimate	1/2 of original consultant fees
ADDITION/EXPANSION CONCEPT PLAN	no charge	500***	800	1300	McKenna plus \$50/acre; OHM plus \$60/2,000 sft	1/2 of original consultant fees
ADDITION/EXPANSION SITE PLAN	750	650	800	2200	McKenna plus \$75/acre based on portion of site affected; OHM plus \$60/2,000 sft	1/2 of original consultant fees
ADDITION/EXPANSION CONSTRUCTION PLAN (DETAILED ENGINEERING)	no charge	NA	calculate	calculate	OHM % of construction cost estimate	1/2 of original consultant fees
<b>SITE PLAN (RESIDENTIAL)</b>						
NEW DEVELOPMENT CONCEPT PLAN	no charge	500***	500	1000	McKenna plus \$50/acre; OHM plus \$50/acre	1/2 of original consultant fees
NEW DEVELOPMENT SITE PLAN (If not specifically listed below)	750	600	800	2150	McKenna plus \$50/acre; OHM plus \$50/acre	1/2 of original consultant fees
SITE CONDOMINIUM DEVELOPMENT***	750	400	800	1950	McKenna plus \$5/site condo lot or unit plus fee for review of master deed, bylaws and other documents; OHM plus \$50/acre	1/2 of original consultant fees
OPEN SPACE DEVELOPMENT or CLUSTER HOUSING ***	750	650	800	2200	McKenna plus \$10/unit plus fee for review of master deed, bylaws and other documents; OHM plus \$50/acre	1/2 of original consultant fees
MULTIPLE FAMILY or ATTACHED CONDOMINIUM DEVELOPMENTS ***	750	600	800	2150	McKenna plus \$10/unit plus fee for review of master deed, bylaws and other documents; OHM plus \$50/acre	1/2 of original consultant fees
MANUFACTURED HOUSEING PARK ***	750	600	500	1850	McKenna plus \$10/manufactured home site; OHM plus \$50acre	1/2 of original consultant fees

## NORTHFIELD TOWNSHIP PLAN REVIEW FEE SCHEDULE (exhibit A)

### ADOPTED

PROJECT TYPE	NORTHFIELD TWP FEE (\$)	McKenna FEE (\$)	OHM FEE (\$)	FIXED FEES (\$)	NOTES AND FEE ADDITIONS	RESUBMITTALS
NEW DEVELOPMENT CONSTRUCTION PLAN (DETAILED ENGINEERING)	no charge	NA	calculate	calculate	OHM % of construction cost estimate	1/2 of original consultant fees
ADDITION/EXPANSION CONCEPT PLAN	no charge	500***	500	1000	McKenna plus \$50/acre; OHM plus \$50/acre	1/2 of original consultant fees
ADDITION/EXPANSION SITE PLAN	750	600	800	2150	McKenna plus \$50/acre; OHM plus \$50/acre	1/2 of original consultant fees
ADDITION/EXPANSION CONSTRUCTION PLAN (DETAILED ENGINEERING)	no charge	NA	calculate	calculate	OHM % of construction cost estimate	1/2 of original consultant fees
<b>PLANNED UNIT DEVELOPMENT</b>						
PUD MINOR/MAJOR AMENDMENT	750	*	*	750	*TBD if required	1/2 of original consultant fees
PUD SITE PLAN	750	700	800	2250	McKenna plus \$50/acre plus applicable site plan, condominium or plat review fee; OHM plus \$50/acre	1/2 of original consultant fees
PUD CONSTRUCTION PLAN (DETAILED ENGINEERING)	no charge	NA	calculate	calculate	OHM % of construction cost estimate	1/2 of original consultant fees
DEVELOPMENT AGREEMENT	no charge	hourly if required	hourly if required	hourly if needed	plus legal review fees incurred	hourly if required
<b>PLAT</b>						
SKETCH PLAN (Optional)***	500	300	300	800	McKenna plus \$30/lot over 10 lots	1/2 of original consultant fees
TENTATIVE PRELIMINARY PLAT	750	700	800	2250	McKenna plus \$20/acre; OHM plus \$50/acre	1/2 of original consultant fees
FINAL PRELIMINARY PLAT	750	700	800	2250	McKenna plus \$20/lot; OHM plus \$50/acre	1/2 of original consultant fees
FINAL PLAT	750	350	600	1700	McKenna plus \$10/lot for every lot over 5; OHM plus \$10/lot	1/2 of original consultant fees

## NORTHFIELD TOWNSHIP PLAN REVIEW FEE SCHEDULE (exhibit A)

### ADOPTED

PROJECT TYPE	NORTHFIELD TWP FEE (\$)	McKenna FEE (\$)	OHM FEE (\$)	FIXED FEES (\$)	NOTES AND FEE ADDITIONS	RESUBMITTALS
PROJECT TYPE	NORTHFIELD TWP ADMIN FEE (\$)	McKenna FEE (\$)	OHM FEE (\$)	FIXED FEES (\$)	NOTES AND FEE ADDITIONS	RESUBMITTALS
<b>ZONING</b>						
ZONING COMPLIANCE PERMIT	100/Residential ; 200/Commercial	hourly ***	NA	TBD ***	McKenna Zoning Admin \$60/hr	
TRAILER AT JOBSITE	75	NA	NA	75	\$500 bond also required	
REZONING	750	700	hourly if required	1450	McKenna plus \$50/acre	1/2 of original consultant fees
CONDITIONAL USE PERMIT	750	600	500	1850	McKenna plus \$25/acre ; OHM applies if use is changed	1/2 of original consultant fees
AMENDMENT TO CONDO MASTER DEED	no charge	hourly if required	hourly if required	no charge	plus legal review fees incurred	hourly if required
LAND DIVISION/ COMBINATION	250	350	hourly if required	TBD ***	McKenna plus \$50/lot resulting or included in the combination, whichever is greater; plus legal review fees incurred; includes up to 4 divisions; \$50 for each additional	hourly if required
VARIANCE - RESIDENTIAL VARIENCES (single unit - excludes subdivisions, site condo plans, apartment buildings greater than 4 units and any commercial apartment complex)	295	300 per variance	hourly if required	595	\$50 increase for any previous violation (non conforming property cited)	1/2 of original consultant fees
VARIANCE - ALL OTHERS	495	300 per variance	hourly if required	795	\$100 increase for any previous violation (non conforming property cited)	1/2 of original consultant fees
<b>MISCELLANEOUS</b>						
CONDOMINIUM DOCUMENT	no charge	275	hourly if required	275	plus legal review fees incurred	hourly if required
DEVELOPMENT AGREEMENT	no charge	hourly if required	hourly if required	no charge	plus legal review fees incurred	hourly if required
WETLANDS REVIEW	no charge	400***	400	800	McKenna plus \$25/acre; OHM plus \$25/acre	1/2 of original consultant fees
LANDSCAPE REVIEW - Plan not included on or with a site plan ***	no charge	300	N/A	300	McKenna plus \$30/acre	

## NORTHFIELD TOWNSHIP PLAN REVIEW FEE SCHEDULE (exhibit A)

### ADOPTED

PROJECT TYPE	NORTHFIELD TWP FEE (\$)	McKenna FEE (\$)	OHM FEE (\$)	FIXED FEES (\$)	NOTES AND FEE ADDITIONS	RESUBMITTALS
PRIVATE ROAD	500	485	800	1785	McKenna plus \$5/abutting lot; OHM plus \$50/parcel	1/2 of original consultant fees
SOIL FILL	no charge	100	400	500		
ALLEY or ROW VACATION***	500	400	500	900	McKenna plus \$25 / abutting lot	1/2 of original consultant fees
MEETING WITH CONSULTANT (1st hour)	no charge	300***	300	TBD ***	McKenna hourly after 1st hour	same as original consultant fees
SPECIAL BOARD MEETING PRE-APPLICATION MEETING	1000	hourly if required	hourly if required	1000		same as original consultant fees
	no charge	hourly	300	250		same as original consultant fees
<b>CONSTRUCTION PLAN (DETAILED ENGINEERING) REVIEW CALCULATION</b>						
<b>Estimated Construction Cost</b>		<b>Review Fee %</b>				
Up to \$500,000		2.0% (min. fee \$1,000)				
\$500,001 - \$1,000,000		1.50%				
\$1,000,001 - \$2,000,000		0.75%				

\*Review fee % is calculated from the approved design engineer's opinion of probable construction cost for all site improvements not including building structures.

\*\*If a second public hearing must be scheduled due to petitioner's failure to post required signage or provide information as required, an additional fee of \$1000.00 to offset the Township's additional cost of public notices and affidavits of notice shall be paid by the petitioner prior to the Township scheduling a public hearing.

\*\*\*Suggested fee not currently in Township schedule

**Northfield Township Fire  
Department**

# Memo

**To:** Township Board of Trustees

**From:** Bill Wagner

**cc:**

**Date:** March 14, 2017

**Re:** Fire Department Dispatch contract

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Attached is the new fire department dispatch contract with Emergent Health Partners (HVA). This contract shows a reduction in dispatch costs of about \$1,217 the fire year and a slight increase the second year but still a saving about \$1,000 as compared to the current year.



1200 State Circle  
Ann Arbor, MI 48108-1691  
734.302.3100

## **FIRE DISPATCHING SERVICE AGREEMENT**

**BETWEEN**

**EMERGENT HEALTH PARTNERS, INC.**

**AND**

**NORTHFIELD TOWNSHIP**

This Fire Dispatching Service Agreement, effective the 1st day of July, 2017, between the **NORTHFIELD TOWNSHIP**, 8350 Main St., Whitmore Lake, MI 48189-9041, a municipal corporation ("**Township**"), on behalf of the Northfield Township Fire Department ("**Fire Department**"), and **EMERGENT HEALTH PARTNERS, INC.**, 1200 State Circle, Ann Arbor, Michigan 48108, a Michigan nonprofit corporation, ("**EHP**").

**WITNESSETH:**

Whereas, Township is contracting with EHP to provide the Fire Department with certain dispatching services according to the terms of this Agreement; and

WHEREAS, EHP is currently operates a secondary public safety answering point and is engaged in the communication and dispatch of fire departments and ambulance services; and

WHEREAS, Township and EHP mutually desire and agree that EHP shall provide communications and dispatching services, on behalf of the Fire Department,

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

### **SECTION 1**

#### **SERVICES, EQUIPMENT AND PERSONNEL TO BE PROVIDED BY EHP**

1.1 **General Statement.** EHP shall provide the following fire dispatching and communications services, including equipment and personnel on behalf of the Fire Department on an exclusive, "as needed" basis, twenty-four (24) hours a day, three hundred sixty-five (365) days a year, pursuant to the terms of this Agreement.

1.2 **Dispatching and Communications Services ("**Services**").**

1.2.1. **Services.** EHP shall provide the following services to the Fire Department:

a. Answer 9-1-1 calls, other telephone lines, and radio channels for the purpose of receiving, documenting, and recording requests for Fire Department services.

b. Promptly notify the Fire Department of valid requests for Fire Department services ("**Service Request**") pursuant to guidelines, policies, procedures, and protocols established by EHP and approved by the Fire Department.

c. Maintain radio coordination of service requests. Monitor, document, and record Fire Department communications activity.

d. Cooperate fully with the Fire Department in any individual review of a Service Request.

e. Cooperate fully in an annual review and in the development, preparation, and filing of administrative reports as may be reasonably required by the Fire Department for its appropriate operation.

f. Make available such records as may be reasonably necessary and relevant to verify the number of Fire Department Service Requests made by EHP, and to verify EHP's actual dispatching costs, for purposes of establishing the annual fixed fee per dispatch to be paid by the Township to EHP pursuant to Section 3 of this Agreement.

g. Neither EHP nor any of its personnel, in their capacity as providing Services pursuant to this Agreement, shall in any way be involved in the fire suppression or other direct activities of the Fire Department,

1.2.2. **Exceptions to Services.** EHP's obligations for Services pursuant to this Agreement are limited, however, by EHP's technical ability to adequately receive telephone information, as well as receive and transmit radio transmissions. The parties acknowledge that callers reporting emergencies are often difficult to understand and locate. The parties further acknowledge that EHP and the Fire Department utilize communications systems that neither party owns or maintains. EHP shall not be obligated to provide services pursuant to this Agreement if it is unable to do so for any reasons beyond its reasonable control.

1.3 **Telecommunications Equipment.** EHP agrees to provide Services using appropriate telecommunications equipment, including radio control consoles, radio base stations, telephone answering equipment, computer aided dispatch software, and telephone recording equipment. For the equipment that EHP owns and controls, EHP shall be responsible for the maintenance and repair of the above-mentioned telecommunications equipment.

1.4 **Personnel.** EHP shall provide qualified personnel to provide communications and dispatch service pursuant to this Agreement.

1.5 **Performance Standards.** EHP shall provide Services in good faith, in a timely manner, and accordance with industry standards.



1.6 Compliance with Law, Rules, and Regulations. In its performance of this Agreement, EHP shall comply with all laws, rules, regulations, ordinances and permits relevant to the provision of Services.

1.7 Non-Discrimination. EHP will not discriminate against any individual that requests Services, nor any employee or applicant for employment because of race, creed, color, sex, sexual preference, national origin, physical handicap, age, height, weight, marital status, veteran status, religion or political belief (except as it relates to a bona fide occupational qualification reasonably necessary to the normal operation of EHP's business).

## SECTION 2

### SERVICES, EQUIPMENT AND PERSONNEL TO BE PROVIDED BY THE NORTHFIELD TOWNSHIP FIRE DEPARTMENT

2.1 General Statement. The Fire Department shall retain ultimate authority and control over its own governance and operations.

2.2 Communications and Computer Equipment. The Fire Department shall provide and be responsible for its own radio communications and computer equipment for its individual stations, trucks and personnel.

2.3 Specialized Communications and Computer Equipment. It will be the responsibility of the Fire Department to provide to EHP any specialized communications or computer equipment, which is unique to its specific needs, and not used by EHP or the other fire departments that it provides Services for.

2.3 Compliance with Laws, Rules and Regulations. The Fire Department shall comply with all necessary laws, rules, regulations, ordinances, licenses or permits relevant to the provision of its responsibilities pursuant to this Agreement.

## SECTION 3

### PAYMENTS TO EHP FOR SERVICES, EQUIPMENT AND PERSONNEL

3.1 Basic Provision. In consideration of receiving Services, equipment and personnel provided by EHP to the Fire Department, the Township agrees to pay EHP monthly fee, which is recalculated annually. The fee, which is further described in **Appendix "A"**, is determined by dividing EHP's total cost of providing ambulance and fire department dispatching services by the activity of all of the individual agencies dispatched ("**Dispatched Agencies**").

3.2 Initial Fee. For the initial period of July 1, 2017 through June 30, 2018, the monthly fee is \$900.82 for a total fee of \$10,809.84 for this period. The second period, July 1, 2018 through June 30, 2019, the monthly fee is \$918.82 for a total fee of \$11,025.79.

3.3 Payment. The Township shall pay EHP within sixty (60) days of receipt of invoice.

3.4 Subsequent Bi-Annual Fees. Each January, EHP will determine the cost and volume of activity for all of its Dispatched Agencies for the previous calendar year. This calculation will be used in determine the rate for the subsequent period beginning on July 1<sup>st</sup>. EHP shall notify the Township of the fee for the following period no later than February 28<sup>th</sup>.

## SECTION 4

### TERM AND TERMINATION

4.1 Term. This Agreement shall commence on July 1, 2017 and continue through June 30, 2019. Thereafter, this Agreement shall be automatically renewed for additional, successive one (1) year terms unless terminated by either party by giving the other at least sixty (60) days advance written notice.

In the event that either party provides notice of termination under this Section, EHP shall continue to provide Services to the Fire Department for up to three (3) months after the termination date, until September 30<sup>th</sup>, under the prevailing current fee while the Township makes other arrangements for dispatching services.

4.2 Termination. This Agreement may be sooner terminated as set forth below.

4.2.1. Termination During Annual Renewal. The agreement may be terminated by either party in accordance with Section 4.1.

4.2.2. Event of Substantial Default. In the event that either party has substantially defaulted in the performance of any obligation under this Agreement, the objecting party shall provide the defaulting party with written notice of the substantial default. If the default has not been cured within thirty (30) days, the objecting party shall have the option to terminate this Agreement.

4.2.3. Mutual Agreement. This Agreement may be sooner terminated by mutual written agreement of the parties.

4.2.4. Loss or Reduction of Insurance Coverage. In the event either EHP or the Township shall receive notice of a prospective change in the scope of insurance carried by either party pursuant to this Agreement; or with respect to an unreasonable increase in premiums charged for such insurance; or with respect to any other change in such insurance that is adverse to the insured or adverse to the party paying premiums, then, if such change would be a material change in such premiums, coverage, or other terms, the party receiving such notice shall at once give written notice of such change to the other party to this Agreement.

Either party to this Agreement, if adversely affected by such change, may terminate this Agreement on grounds of such change by giving at least thirty (30)

calendar day's written notice of termination to the other party. In no event shall such termination be effective prior to the date when the insurance change goes into effect.

Either party to this Agreement, upon receiving notice of termination under this Section 4.2.4., may elect to prevent termination by curing the change. For purposes of the prior sentence: (a) with respect to a premium increase, "cure" means paying the increased premium for the balance of the Agreement's term; (b) with respect to termination, reduction in coverage, or other changes, "cure" means providing substitute coverage or substitute insurance.

4.3 Post-Termination Obligations. Upon termination of this Agreement, the parties shall cooperate with each other in the orderly transfer of obligations under this Agreement. Following the effective date of termination, each party shall remain liable for their own obligations or liabilities arising from activities carried on prior to the effective date of termination.

## SECTION 5

### GENERAL PROVISIONS

#### 5.1 Insurance.

##### 5.1.1. EHP.

a. Errors and Omissions Insurance. EHP shall provide commercial insurance to cover errors and omissions for Services, equipment and personnel provided to the Township pursuant to this Agreement. Insurance shall be in the amount of \$1,000,000 per occurrence/\$2,000,000 aggregate, covering the activities of EHP, the Township, and their employees, elected officials, directors, officers and agents in connection with the obligations performed by each party pursuant to this Agreement.

b. Comprehensive General Liability Insurance. EHP shall provide commercial comprehensive general liability insurance in the amount of at least \$1,000,000 per occurrence/ \$2,000,000 aggregate, covering the respective activities of EHP, its employees, directors, officers and agents in connection with its obligations performed pursuant to this Agreement.

5.1.2. Notice of Claim. In the event any claim is asserted against either party to this Agreement, or both of them, or against one or more of them, and one or more other persons, the parties of this Agreement shall give prompt notice of such claim to one another and shall cooperate in the defense of such claim, to the extent their separate interests permit.

5.2 Independent Contractor Relationship. It is expressly understood and agreed by the parties that EHP is acting as an independent contractor with respect to the provision of Services, equipment and personnel to the Township and Fire Department pursuant to this Agreement. Nothing in this Agreement is intended to create an employer/employee or joint venture relationship or allow the Township to exercise control or direction over the manner or method by which EHP performs Services which are the subject matter of this Agreement;

provided always that the Services to be provided by EHP shall be provided in a manner consistent with the provisions of this Agreement.

5.3 Compliance with Laws and Regulations. EHP shall comply with all federal, state and local regulations, including, but not limited to all applicable OSHA/MIOSHA requirements and the Americans With Disabilities Act.

5.4 Interpretation of Agreement. This Agreement shall be governed by and interpreted under the laws of the State of Michigan.

5.5 Amendments. This Agreement contains the entire agreement between the parties hereto, and no representations or agreements, oral or otherwise, between the parties not embodied herein shall be of any force or effect. Any additions or amendments to this Agreement subsequent hereto shall be of no force and effect unless in writing and signed by both parties.

5.6 Non-Assumption of Liabilities. Neither party hereto, by entering into and performing this Agreement, shall become liable for any of the existing or future liabilities of the other party or of anyone affiliated with the other party, except as expressly provided herein. It is not the intent of the parties that either party assume the risks of anyone else or become guarantor, insurer, or indemnitor for anyone else, except as expressly provided herein. In no event shall either party be liable to the other for special, incidental or consequential damages, even if the other party has been advised of the possibility of such damages.

5.7 Limited Enforcement. This Agreement is intended solely for the benefit of the parties hereto, and there is no intention, express or otherwise, to create rights or interest for any party or persons other than the Township and EHP.

5.8 No Assignment. Neither party shall have the right to assign their rights and obligations under this Agreement without advance, written consent of the other party.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed of the \_\_\_\_ day of \_\_\_\_\_, 20\_\_:

NORTHFIELD TOWNSHIP  
("TOWNSHIP")

EMERGENT HEALTH PARTNERS INC.  
("EHP")

By: \_\_\_\_\_

By: \_\_\_\_\_

Its: Clerk

Its: President and CEO

## APPENDIX "A"

EHP shall maintain an accounting of expenses for dispatching services in a separate and distinct cost center. The cost center shall include all expenses which are incurred in jointly dispatching all fire departments and ambulance services, including but not limited to facility depreciation, leasehold improvements, building maintenance, property taxes (if any), utilities including gas, electric, water and sewer, common radio equipment, common computer equipment software and other technology, back up electrical generators or supplies, telecommunications maintenance agreements, software licenses and support, personnel including wages and benefits and allocated costs for administrative support.

EHP and individual fire departments shall be responsible for their own mobile and portable radio equipment, mobile data terminals, station communications equipment, as well as specialized telecommunications connectivity such as ISDN, T1, microwave, fiber or other similar technologies.

Each January, EHP will determine the total expense of providing shared dispatching services (the cost) for the preceding 12-month fiscal year ending June 30th.

EHP will also determine the number of dispatched alarms (the activity) provided to each fire department and ambulance service. As used here, a "dispatched alarm" refers to an incident in which fire department or ambulance service is dispatched, without respect to whether a communication to or from EHP played a role in its dispatching. Each incident shall constitute a single "dispatched alarm", whether one or several pieces of equipment/vehicles were dispatched, and whether there is or is not ultimately a need for the agency's services at the scene.

The annual Cost will then be divided by the annual Activity to determine the "per dispatch" cost. The per dispatch cost and the individual agency's activity will be used to determine the amount to be charged for the next 12-month period beginning July 1<sup>st</sup>.



# WASHTENAW COUNTY OFFICE OF THE SHERIFF



JERRY L. CLAYTON  
SHERIFF

2201 Hogback Road ♦ Ann Arbor, Michigan 48105-9732 ♦ OFFICE (734) 971-8400 ♦ FAX (734) 973-4624 ♦ EMAIL [sheriff@ewashtenaw.org](mailto:sheriff@ewashtenaw.org)

MARK A. PTASZEK  
UNDERSHERIFF

February 22, 2017

CV 32761.1

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

RE: Dispatch Contract Rate Adjustment

Since the consolidation of Metro Dispatch with Northfield Township, the City of Ypsilanti and the City of Ann Arbor, the quality and customer satisfaction of dispatch services has increased while making it more cost effective to provide this service. The Sheriff's Office and our contracting partners have all benefited from this collaboration.

From the strategic perspective, we have provided the requisite technology infrastructure to operate a state-of-the-art public safety dispatch and communications center, settled labor contracts for the next several years, and renewed the Emergency Communications millage providing coverage for any future capital investments that we may need moving forward; all assuring a stable operational and financial outlook.

Based upon actual expenditures, our present assessment of service delivery costs warrants a minor increase in our dispatch contracts. We plan a 3% increase in our service contract beginning July 1, 2017. For Northfield Township, it will result in a \$1,900 increase over the course of 12 months, bringing the annual contract amount to \$65,247. There have been no increases to this contract since 2008.

Thank you for your continuing partnership in assuring the provision of high quality, cost effective public safety services. Our partnership and collaborations benefit us all. As always, please contact me if you have any questions.

Very truly yours,

Jerry L. Clayton  
Sheriff

Cc: Mark A. Ptaszek, Undersheriff  
Gregory D. Bazick, Chief Deputy  
Marc Breckenridge, Emergency Services Director  
SiRui Huang, Financial Manager

***Public Safety – Quality Service – Strong Communities***



# WASHTENAW COUNTY OFFICE OF THE SHERIFF



JERRY L. CLAYTON  
SHERIFF

2201 Hogback Road ♦ Ann Arbor, Michigan 48105-9732 ♦ OFFICE (734) 971-8400 ♦ FAX (734) 973-4624 ♦ EMAIL sheriff@ewashtenaw.org

MARK A. PTASZEK  
UNDERSHERIFF

February 22, 2017

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

Dear Supervisor Chockley:

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

Accordingly, I hereby amend the Dispatch Services Contract between Washtenaw County and Northfield Township Police Department dated January 1, 2011 as follows:

Amend ARTICLE II – PRICE to extend the contract as follows:

Beginning July 1, 2017, upon the above Dispatch services and submission of invoices, AGENCY will pay SHERIFF an amount not to exceed Sixty Five Thousand Two Hundred and Forty Seven dollars (\$65,247.00) per year. Price will be set until June 30, 2021.

ATTEST:

WASHTENAW COUNTY

\_\_\_\_\_  
Lawrence Kestenbaum (DATE)  
County Clerk/Register

\_\_\_\_\_  
Gregory Dill (DATE)  
County Administrator

APPROVED FOR CONTENT:

CONTRACTOR

\_\_\_\_\_  
Jerry. L. Clayton (DATE)  
Washtenaw County Sheriff

Accepted by \_\_\_\_\_  
Marlene Chockley (DATE)  
Township Supervisor

Original: Clerk  
Vendor  
cc: Sheriffs Office  
Purchasing

CY 32761  
✓

**WASHTENAW COUNTY SHERIFF'S OFFICE  
CENTRAL DISPATCH**

**2011 POLICE DISPATCHING SERVICE AGREEMENT  
WITH  
NORTHFIELD TOWNSHIP POLICE DEPARTMENT**

This Agreement, entered into this 1st day of January, 2011, between **WASHTENAW COUNTY**, on behalf of the Washtenaw County **SHERIFF'S OFFICE**, a legal entity created by inter-governmental agreement, pursuant to State law, located at 2201 Hogback Road, Ann Arbor, Michigan 48105, ("SHERIFF"); and **NORTHFIELD TOWNSHIP POLICE DEPARTMENT**, a Michigan municipal corporation, ("AGENCY").

**WITNESSETH:**

Whereas, SHERIFF and AGENCY are contracting through this instrument for SHERIFF to provide AGENCY with certain dispatching services and for AGENCY to receive and pay for those services, according to the terms of this instrument; and

Whereas, AGENCY is contracting to receive such services by this instrument for its police department; and

Whereas, AGENCY and SHERIFF are basing the fee charged for the dispatching service on their mutual understanding that last year, AGENCY paid **\$63347.00**;

Now, therefore it is AGREED:

**ARTICLE I - BASIC SERVICES TO BE PROVIDED BY SHERIFF**

1.1. **General.** SHERIFF shall provide AGENCY with the dispatching services hereafter described on an "as needed" basis, twenty-four (24) hours a day, every day of the year, pursuant to the terms of this Agreement.

1.2. **Dispatching Services.** SHERIFF, through its own operations or through services provided by contract with a third party, shall:

1.2.1. Provide technical communications dispatching services at a facility or facilities in Washtenaw County as designated by the SHERIFF, for the purpose of monitoring and receiving requests for police services from AGENCY and relaying such requests to members of AGENCY. This includes recording radio and telephone requests for AGENCY services that are received and those relayed. The services to be provided are to be of the kind and quality currently being provided to entities dispatched by that facility.

1.2.2. Dispatch AGENCY vehicles, equipment, and personnel, pursuant to the guidelines, policies, procedures and protocols (hereafter, "Guidelines"), established by SHERIFF and Law Enforcement Operational Working Group.

1.2.3. Maintain a business log to document each response of AGENCY to a request for services, including messages and times, all pursuant to the Guidelines.

1.3. **Personnel.** SHERIFF shall use reasonable care to provide qualified telecommunications operators and dispatchers to provide the services required by this Agreement.



1.4. **Equipment.** SHERIFF shall use reasonable care to select and acquire appropriate equipment to provide the services required by this Agreement.

1.5. **Limits on SHERIFF Responsibility.** SHERIFF shall:

1.5.1. Not be responsible to AGENCY in contract, tort, or by virtue of any statutory or constitutional source of civil liability, except as expressly provided in this Agreement.

1.5.2. Not be construed to have assumed any obligation of AGENCY to any third person or to have assumed any liability of AGENCY's whatsoever, by virtue of this Agreement or by virtue of this relationship.

1.5.3. Not be construed to extend any warranty whatsoever to anyone, by virtue of this Agreement.

1.5.4. Be understood to be undertaking to use reasonable efforts to perform this Agreement, with no liability whatsoever by SHERIFF to AGENCY or to anyone else in the event that SHERIFF's failure to perform or failure to perform according to this Agreement is due to causes beyond the reasonable control of SHERIFF, despite its use of reasonable care.

1.5.5. Not be understood to have assumed any risk that otherwise would be AGENCY's, but for this Agreement, except such risk as attends SHERIFF's breach of express provisions of this Agreement.

1.5.6. Be understood by AGENCY as endeavoring to provide electronic-based services whose efficiency is limited by the inevitable limitations of the equipment (even when reasonably selected and properly operated and maintained) and by the inevitable possibility of human error on the part of dispatching personnel, despite reasonable care in their selection, training, and supervision.

1.5.7. Not be liable to AGENCY or to anyone else for indirect or incidental or consequential damages arising from breach of this Agreement by SHERIFF, this clause being a limitation on the liability of SHERIFF.

## **ARTICLE II - PRICE**

2.1. **Price.** The price to be paid by AGENCY to SHERIFF for the services described herein is **\$5,278.91** per month, to be paid on the first day of each month on which service is to be performed, during the term of this Agreement, for a total of **\$63,347.00** annually. The first payment is to be paid on **January 1, 2011**, and subsequent payments are to be made on the first day of each succeeding month, through **December 31, 2011**.

## **ARTICLE III - THIS AGREEMENT AND MASTER AGREEMENT**

3.1. **Master Agreement.** The Master Agreement (Agreement Creating the Washtenaw Central Dispatch and Technology SHERIFF of July 1, 2000), a copy of which has been provided to AGENCY, is hereby incorporated by reference and made a part of this Agreement. In the event of any disagreement between the provisions of this Agreement and those of the Master Agreement, the provisions of the Master Agreement control. The omission from this Agreement of provisions concerning matters treated in the Master Agreement is not to be construed as depriving AGENCY of rights and powers granted to it in the Master Agreement by virtue of its having entered into this Agreement.

## **ARTICLE IV - AGENCY OBLIGATIONS**

4.1. **Guidelines Observance.** AGENCY agrees to observe the Guidelines lawfully adopted by SHERIFF, as they exist now and as they may be amended from time to time, provided such Guidelines are applied uniformly to all entities receiving dispatching services (or the AGENCY's kind of dispatching services, if fire and police services differ).

4.2. **Radio Equipment.** AGENCY agrees to use such radio equipment as may be specified reasonably by SHERIFF for the receipt of its dispatching messages, provided the adoption of radio equipment standards by SHERIFF is reasonable, is communicated by SHERIFF to AGENCY, and that the equipment requirements are uniformly applied.

4.3. **Internal AGENCY Guidelines.** AGENCY agrees to adopt and enforce such guidelines within AGENCY as are reasonably necessary to see to it that AGENCY personnel follow SHERIFF Guidelines that are binding on AGENCY, that they properly use and maintain the radio equipment required by this Agreement, and otherwise do what is required for the smooth operation of the dispatching services contemplated by this Agreement.

4.4. **Education.** In the event SHERIFF provides initial or follow-up training for AGENCY personnel with respect to the dispatching operations contemplated by this Agreement, AGENCY will cooperate, to see to it that its personnel are properly trained, attending such sessions to the extent compatible with their other obligations, as determined by AGENCY.

4.5. **Equipment.** AGENCY shall provide, maintain, repair, and replace, at its own expense, all two-way radio and telephone lines, all radios, all radio control lines, and all other equipment reasonably necessary for the receipt of dispatching services or for calling in messages to SHERIFF.

4.6. **Limits of AGENCY Responsibility.** AGENCY shall:

4.6.1. Not be responsible to SHERIFF in contract, tort, or by virtue of any statutory or constitutional source of civil liability, except as expressly provided in this Agreement.

4.6.2. Not be construed to have assumed any obligation of SHERIFF to any third person or to have assumed any liability of SHERIFF's whatsoever, by virtue of this Agreement or by virtue of this relationship.

4.6.3. Not be construed to extend any warranty whatsoever to anyone, by virtue of this Agreement.

4.6.4. Be understood to be undertaking to use some reasonable efforts to perform this Agreement, with no liability whatsoever by AGENCY to SHERIFF or to anyone else in the event that AGENCY's failure to perform or failure to perform according to this Agreement is due to causes beyond the reasonable control of AGENCY, despite its use of reasonable care.

4.6.5. Not be understood to have assumed any risk that otherwise would be SHERIFF's, but for this Agreement, except such risk as attends AGENCY's breach of express provisions of this Agreement.

4.6.6. Not be liable to SHERIFF or to anyone else for indirect or incidental or consequential damages arising from breach of this Agreement by AGENCY, this clause being a limitation on the liability of AGENCY.

#### **ARTICLE V - OBLIGATIONS OF EACH PARTY**

5.1. **Compliance With Law.** Both parties shall comply with all federal, state, and local laws and regulations in all that they do, pursuant to this Agreement and the arrangements contemplated by it.

5.2. **Insurance.** The AGENCY shall have insurance in force, as specified in Article 13.6 of this Agreement.

**ARTICLE VI**  
**CONFIDENTIALITY, MEDIA POLICY, SHERIFF TO SPEAK FOR THE OTHER PARTY**

6.1. **Media Policy.** In the event the SHERIFF adopts a media policy in its Guidelines, the AGENCY and the SHERIFF will honor that policy in any information either provides the media or other third persons with respect to any incidents arising in the course of this Agreement. If no such policy is adopted, AGENCY and SHERIFF shall coordinate with each other the releases of any such information, to the extent feasible, and neither will release such information in a manner that might reasonably be understood as the information releasor speaking for the other party as well as for itself.

6.2. **Confidentiality.** Both parties recognize that much information transmitted pursuant to this Agreement is confidential under federal, state, and/or local law. Each party will use care to keep all such information confidential.

6.3. **SHERIFF of Agent of One Party to Deal With Other Party.** In their dealings with each other, each party recognizes that no one is authorized to bind the other party, except such highest officials of the agents as are expressly granted such SHERIFF by the other party, in the manner prescribed by State law.

**ARTICLE VII - SEPARATION OF ENTITIES**

7.1. **In General.** Any person who is paid by one of the parties as an employee or independent contractor or agent remains at all times, for purposes of this Agreement, the employee, independent contractor, or agent of that party and never becomes the borrowed servant, contractor, employee or agent of the other party. Nothing in this Agreement authorizes one party (or any of its agents, officers, employees, or independent contractors) to act for or bind the other party.

**ARTICLE VIII - THIRD PARTY CLAIMS**

8.1. **In General.** In the event either party learns that a third party has made, or may make, a claim against either or both parties to this Agreement, with respect to anything done or not done, pursuant to the terms of this Agreement and the activities contemplated by this Agreement, the party learning that shall promptly notify the other party of the claim or possibility of claim. In that event, the parties will endeavor, to the extent permitted by law and conflict of interest, to cooperate with one another in the handling of the claim or threatened claim.

**ARTICLE IX - DEFAULT**

9.1. **Late Charges.** SHERIFF may, from time to time, by the procedures specified in the Master Agreement, adopt a schedule of late charges to be charged Contributing Members, such as AGENCY, in the event of late payment of installments of the Price. In the event such a schedule is lawfully adopted and uniformly applied, AGENCY shall pay SHERIFF late fees for installment payments paid more than ten (10) calendar days late, as provided in that schedule.

9.2. **Serious Default.** In the event either party is guilty of a serious default on its obligations arising out of this Agreement, the victim of such default may give written notice of default. If such notice is given, the other party has thirty (30) calendar days either to cure the default or to commence cure and thereafter continue cure until successful. In the event of a serious default with proper notice of default given, and without cure achieved (or commenced and continued) as specified above, the victim of default may terminate this Agreement for default by giving written notice of termination to the other party.

**ARTICLE X - TERM**

10.1 This Agreement shall be in full force and effect as of January 1, 2011 and shall continue in full force and effect through December 31, 2011, except as allowed by Article 9 or Article 12.6 and except as provided herein. This Agreement shall also terminate or be suspended, without recourse, upon written notice of termination by the SHERIFF to the AGENCY, in the event the SHERIFF's ability to utilize the facilities and/or equipment of Washtenaw County is terminated or otherwise impaired so that, in the SHERIFF's judgment, it cannot provide the services otherwise required by this Agreement.

#### **ARTICLE XI - AUTOMATIC RENEWAL**

11.1. **In General.** Unless AGENCY or SHERIFF give notice in writing to the opposite party within one hundred eighty (180) calendar days of the date of termination of this Agreement, that the notice-giver is not renewing this Agreement for the following year, this Agreement shall be renewed automatically for the following calendar year. In the event of such automatic renewal, all terms shall be the same as in this Agreement, with the exception of the Price term. The Price term--unless otherwise expressly agreed in writing by the parties--shall be at the same uniform rate SHERIFF is charging all other similar police agencies that calendar year, as determined by the Board of the SHERIFF, pursuant to the Master Agreement.

#### **ARTICLE XII - MISCELLANEOUS**

12.1. **Assignment, Delegation, Third Party Beneficiary.** There are no third party beneficiaries of this Agreement. No person other than SHERIFF and AGENCY shall have any rights, powers, privileges, or benefits of a legally-enforceable kind, by virtue of this Agreement. Neither party may assign the right to receive the performance of the other created by this Agreement. SHERIFF is expected to, and may, delegate its performance obligations to the Washtenaw County Sheriff's Department, the Huron Valley Ambulance Company, Inc., or others, provided its selection of delegates conforms to the terms of the Master Agreement.

12.2. **Michigan Law.** This Agreement is governed by Michigan law for all purposes.

12.3. **Changes.** This Agreement may be amended only by a writing signed by properly authorized agents of both parties.

12.4. **Arbitration.** All disputes arising out of this Agreement shall be submitted to arbitration under the rules of the American Arbitration Association, and judgment may be entered in any court of record on any award rendered.

12.5. **Indemnification.** The AGENCY will hold harmless and indemnify the SHERIFF, Washtenaw County, and their officers, agents, servants, volunteers and employees from any and all liabilities, claims, liens, demands and costs, of whatsoever kind and nature, which may result in injury or death to any persons, and for loss or damage to any property, including property owned or in the care, custody or control of Washtenaw County, the Washtenaw County Sheriff, the Michigan State Police, or any founding or contributing member, in connection with or in any way incident to or arising out of the occupancy, use, service, operations, performance or non-performance of work in connection with this Agreement, resulting from negligent acts or omissions of the AGENCY, or any employee, agent or representative of the AGENCY.

The SHERIFF will hold harmless and indemnify the AGENCY and its officers, agents, servants, volunteers and employees from any and all liabilities, claims, liens, demands and costs, of whatsoever kind and nature, which may result in injury or death to any persons, and for loss or damage to any property, including property owned or in the care, custody or control of the AGENCY, in connection with or in any way incident to or arising out of the occupancy, use, service, operations, performance or non-performance of work in connection with this Agreement, resulting from negligent acts or omissions of the SHERIFF, or any employee, agent or representative of the SHERIFF.

12.6. **Insurance Requirements.** The AGENCY will maintain at its own expense during the term of this Agreement, the following insurance:

12.6.1. Worker's Compensation Insurance with Michigan statutory limits and Employers Liability insurance with a minimum limit of \$100,000 each accident for any employees.

12.6.2. Comprehensive/General Liability Insurance with a combined single limit of \$1,000,000 each occurrence for bodily injury and property damage. Policy shall include personal injury coverage. The SHERIFF and its agents shall be added as "additional insured" on the General Liability policy with respect to the services provided under this Agreement.

12.6.3. Automobile Liability Insurance covering all AGENCY-operated, AGENCY-hired, AGENCY-owned or non-owned vehicles, with Personal Protection Insurance and Property Protection Insurance to comply with the provisions of the Michigan No-Fault Insurance Law, including residual liability insurance with a minimum combined single limit of \$1,000,000 each accident for bodily injury and property damage.

Insurance companies, named insureds and policy forms shall be subject to the approval of the Washtenaw County Administrator. Such approval shall not contain endorsements or policy conditions which reduce coverage provided to SHERIFF or insurance companies insuring SHERIFF for all costs resulting from both financially unsound insurance companies selected by AGENCY and their inadequate insurance coverage.

The AGENCY shall furnish satisfactory certificate(s) of insurance or a certified copy of the policy and/or endorsements evidencing such coverage to the Executive Director of the SHERIFF, at least ten (10) working days prior to commencement of services under this Agreement. The certificate(s) shall provide for sixty (60) days written notice to the certificate holder of cancellation of coverage.

No service will be rendered to the AGENCY until the certificate(s) of insurance have been received and approved by the Executive Director of the SHERIFF. If the insurance, as evidenced by certificate(s) furnished by the AGENCY, expires or is canceled during the term of this Agreement, services will be suspended until certificate(s) evidencing renewal of coverage are submitted and approved.

If ever the required insurance coverage is not maintained, the Agreement shall be subject to cancellation immediately or at any time thereafter, at the sole election of the SHERIFF. If the insurance coverage described in the required certificate of insurance expires without evidence of renewed coverage being submitted to the Executive Director of the SHERIFF, this Agreement shall be subject to cancellation immediately or at any time thereafter, at the sole election of the SHERIFF. If the SHERIFF elects to exercise its option to cancel on these grounds, the SHERIFF shall so notify the AGENCY of its election.

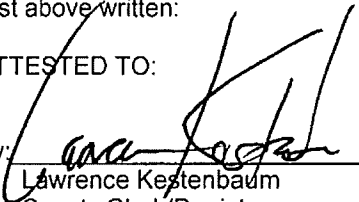
12.7. **Interest of AGENCY.** The AGENCY promises that it has no interest and will not acquire any interest that would conflict with the performance of services required by this Agreement. The AGENCY also promises that, in the performance of this Agreement, no person having a conflicting interest will be employed. In addition, no officer, agent, employee of the SHERIFF, the County of Washtenaw, or any of their governing bodies, may participate in any decision relating to this Agreement which affects his/her personal interest or the interest of any corporation, partnership or association in which he/she is directly or indirectly interested or has any personal or pecuniary interest. However, this paragraph does not apply if there has been compliance with the provisions of Section 3 of Act No. 317 of the Public Acts of 1968 and/or Section 30 of Act No. 156 of the Public Acts of 1851, as amended by Act No. 51 of the Public Acts of 1978, whichever is applicable.

12.8. **Ownership and Publication of Documents.** All documents developed as a result of this Agreement will be freely available to the public. None may be copyrighted by the AGENCY. During the performance of the services, the AGENCY will be responsible for any loss of or damage to the documents while they are in its possession and must restore the loss or damage at its expense. Any use of the information and results of this Agreement by the AGENCY must reference the project sponsorship by the SHERIFF. Any publication of the information or results must be co-authored by the SHERIFF.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the day and year first above written:

ATTESTED TO:

WASHTENAW COUNTY

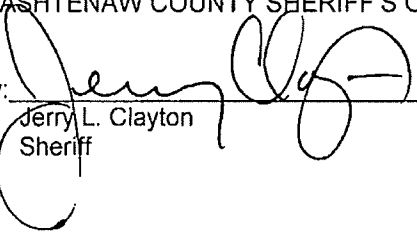
By:  4/30/11  
Lawrence Kestenbaum Date  
County Clerk/Register

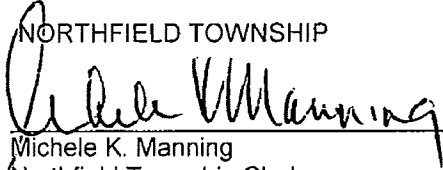
By:  4-20-11  
Verna J. McDaniel Date  
County Administrator

APPROVED AS TO CONTENT:

WASHTENAW COUNTY SHERIFF'S OFFICE

NORTHFIELD TOWNSHIP

By:  4/12/11  
Jerry L. Clayton Date  
Sheriff

  
Michele K. Manning Date  
Northfield Township Clerk  
8350 Main St., Ste. A  
Whitmore Lake, MI 481989

APPROVED AS TO FORM:

By:  4-20-11  
Curtis N. Hedger Date  
Washtenaw County Corporation Counsel

WASHTEANW COUNTY  
2011 APR 18 P 1: 52  
PURCHASING

**Northfield Township  
Police Department**

# Memo

**To:** Township Board of Trustees  
**From:** Chief Wagner *WW*  
**cc:**  
**Date:** March 14, 2017  
**Re:** Discretion in determining Part time officer starting pay

---

**I am requesting approval of the attached Letter of Understanding to the current POAM contract. If approved this will give me latitude in determining the starting wage of new Part Time Officers. The current contract calls for a new part time officer to start at a wage of \$16.31 an hour. This would be appropriate for a new "out of the academy" officer. We are attempting to attract experienced newly retired officers that are looking to retain their certification by working part time at Northfield Township PD. These officers would be much less likely to leave because they are not looking for full time status at another department that we cannot offer. If we are able to offer something closer to the \$20 an hour wage it would make it more attractive and still save us from paying current fulltime officers time and a half.**



**NORTHFIELD TOWNSHIP  
AND THE  
NORTHFIELD TOWNSHIP POLICE  
OFFICERS ASSOCIATION OF MICHIGAN**

**LETTER OF UNDERSTANDING  
DISCRETION FOR STARTING SALARIES OF NEW PART TIME EMPLOYEES**

In an effort to attract more experienced and tenured police officer applicants, the parties mutually agree that **newly hired part time employees** may be hired with a starting salary higher than the current Collective Bargaining Agreement starting salary at the discretion of the Director of Public Safety upon the following conditions:

- The new employee must have prior law enforcement experience as a road patrol officer or road patrol supervisor.
- The Director of Public Safety must keep the wages consistent with the current Collective Bargaining Agreement.

The parties agree that this Letter of Understanding is non-precedent setting and that neither party can use this agreement in any future negotiations and/or arbitration proceedings not directly related to this Letter of Understanding. That parties agree that this Letter of Understanding expires with the current Collective Bargaining Agreement and to open this topic for discussion during the 2018 contract negotiations to consider adding language to the next contract.

**FOR THE UNION**

**FOR THE EMPLOYER**

\_\_\_\_\_  
Thomas Funke, Business Agent      Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Local POAM Representative      Date

\_\_\_\_\_  
Local POAM Representative      Date

**Northfield Township  
Police Department**

# Memo

**To:** Township Board of Trustees

**From:** Chief Wagner *WW*

**cc:**

**Date:** March 14, 2017

**Re:** Approval of Letter of Understanding to promote Officer Johnston full time

---

**I am requesting approval of the attached Letter of Understanding to the current contract with POAM. This agreement will assist in the management of staffing issues that have arisen since the placement of an employee on administrative leave. This will save in Overtime hours of current fulltime officers and employee burnout. There will be cost in the administration of healthcare. The healthcare increase can be absorbed in the current budget due to an unexpected denial of benefits by another current officer that was budgeted for. As stated in the agreement, if the current employee on leave returns, Officer Johnston will return to part time. If approved it would be contingent on Labor attorney approval.**

**NORTHFIELD TOWNSHIP  
AND THE  
NORTHFIELD TOWNSHIP POLICE  
OFFICERS ASSOCIATION OF MICHIGAN**

**LETTER OF UNDERSTANDING**

**PART-TIME OFFICER ASSIGNED TO FULL-TIME POLICE OFFICER POSITION**

Due to the fact that Lieutenant Greene has been placed on Administrative Leave for an undetermined amount of time causing man power issues within the police department, the parties mutually agree to the assignment of current Part-Time Police Officer Corey Johnston to Full-Time Police Officer status. While Officer Johnston is working in a Full-Time Police Officer status, he will receive the wages and benefits contained in the current Collective Bargaining Agreement between the parties.

Officer Johnston has been advised that he may be moved from Full-Time Police Officer status to Part-Time Police Officer status upon the return of Lieutenant Greene. In that event, his Part-Time date of hire and accumulated hours, for purposes of Longevity and Seniority, will remain as calculated from his original Part-Time date of hire; All time accumulated during his status as Full-Time Police Officer would be credited in a future return to Full-Time Police Officer status.

If Lieutenant Greene's employment with the police department separates, Officer Johnston will remain working in a Full-Time Police Officer Status with wages and benefits contained in the current Collective Bargaining Agreement between the parties

The parties agree that this Letter of Understanding is non-precedent setting and that neither party can use this agreement in any future negotiations and/or arbitration proceedings not directly related to this incident.

**FOR THE UNION**

**FOR THE EMPLOYER**

_____	_____	_____	_____
Thomas Funke, Business Agent	Date		Date

_____	_____
Local POAM Representative	Date

_____	_____
Corey Johnston	Date