

# **NORTHFIELD TOWNSHIP BOARD AGENDA**

**February 13, 2018 - 7:00 PM**

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

CALL TO ORDER

INVOCATION/PLEDGE

ROLL CALL

CONSENT AGENDA: Minutes, Department Head Reports, Donations Report, Code Enforcement Report,  
North Village Expenditure Report, People's Express Quarterly Report

ADOPT BALANCE OF AGENDA

CALL TO THE PUBLIC

BOARD MEMBER COMMENTS

CORRESPONDENCE AND ANNOUNCEMENTS

## REPORTS/UPDATE

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

## AGENDA ITEMS

1. Independent Contractor Agreement – Recording Secretary
2. Independent Contractor Agreement – A/V Operator
3. 2<sup>nd</sup> Floor Lease Agreement
4. Resolution 18-580: Solid Waste Management Plan Resolution
5. WWTP Grit Conveyor Installation bids
6. WWTP Request to Purchase Return Sludge Pump
7. Bills

## DISCUSSION

1. Establishing a Selection Committee for North Village RFP
2. Update on Potential 2<sup>nd</sup> Floor Build-out and Office Space Changes
3. Update on Kiwanis Request to Use 75 Barker +

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

### January 9, 2018

#### CALL TO ORDER

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

#### INVOCATION/PLEDGE

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

#### ROLL CALL

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

Also present:

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

#### ADOPT CONSENT AGENDA: Minutes, Bills, Reports (Department Heads, Zoning Administration, Donations, North Village Expenditures)

Dockett asked that minutes, bills, and Fire, Police, and WWTP Plant reports be pulled from the Consent Agenda for discussion.

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

#### FIRST CALL TO THE PUBLIC

Mary Devlin, 9211 Brookside Drive, Lynn Slagle, 9390 Summerland Drive, David Gordon, 5558 Hellner Road, and Margaret Riddell, 65141 W. Eight Mile Road, made comments about the value of the Kiwanis Thrift Shop to the community and the Township switching to DTE for electrical service.

#### BOARD MEMBER COMMENTS

Board members commented on the committee formed to revise the employee handbook, vacation allowance for employees, a sewer refund made to a property owner, appreciation to Polly's Market and the community for their support of the Kiwanis Thrift Shop,

#### CORRESPONDENCE AND ANNOUNCEMENTS

Chockley invited those interested to attend the Michigan Economic Development Corporation's *Redevelopment Ready Communities (RRC) Best Practice* training in Lansing on January 25<sup>th</sup> and a discussion and tour on the same day at the Ypsi Ale House at 5:00 P.M. about how Ypsilanti has redeveloped their community.

#### REPORTS/UPDATES

*Zoning Board of Appeals.* No meeting was held in December. The next meeting is scheduled for January 22<sup>nd</sup>.

*Planning Commission.* At the December 6<sup>th</sup> meeting the Commission agreed Commissioners should not attend pre-application meetings with developers. Chick recommended that Board members also not attend such meetings to avoid the appearance of collusion or favoritism.

*Parks and Recreation.* At the December meeting issues related to the dog park (alcohol consumption and multiple dogs with a single person) were discussed. The next meeting is February 15<sup>th</sup>.

*Land Preservation.* The next meeting is January 11<sup>th</sup>. Zelenock and Otto and worked on the Committee's by-laws.

*Financial/Treasurer.* Zelenock noted a certificate of deposit was reinvested and another is coming due.

*Fund Balance.* Zelenock said the fund balance amount reported is always a point in time, and she noted that if the proposed budget amendments are approved it would be 74% of the annual Township budget.

*Supervisor.* Chockley referred to her written report. Board members discussed the decision not to charge developers for their initial concept meeting and the need to rezone land for industrial uses. Chick asked for a quarterly assessing report.

*Manager.* Aynes reviewed his written report.

Northfield Township Board Meeting  
Minutes of Regular Meeting  
Public Safety Building; 8350 Main Street  
January 9, 2018

AGENDA ITEMS

0.  
Minutes, Bills,  
and Police, Fire, and WWTP Plant Reports

Two minor corrections to the December 12<sup>th</sup> minutes were noted.

- **Motion:** Chockley moved, Beliger supported, that the minutes of December 12, 2017, meeting be approved as amended. **Motion carried 7—0 on a roll call vote.**

Dockett asked questions about utility payments, the source of payment for the code enforcement officer, and WWTP overtime.

- **Motion:** Otto moved, Manley supported, that all the bills be approved. **Motion carried 7—0 on a roll call vote, Dockett opposed.**

The Board referred to the Fire, Police, and WWTP reports and discussed repair of parking lot and street lights.

1.  
McKenna Proposal for Master Plan Review  
and Zoning Ordinance Amendments

The Board recalled that the issue of whether McKenna's work on the North Village Request for Proposals is included in their \$40,000 annual planning budget came up as part of a discussion about budget amendments. Paul Lippens, McKenna Associates, said that is McKenna's intent, but noted that the Board has also asked McKenna to provide more services to the public. He said he will make an effort to keep expenditures within the budget and will keep the Board updated on expenses. He noted the revised schedule calls for issuing the North Village Request for Proposals on January 19<sup>th</sup>.

Lippens referred to his October 11, 2017, memo regarding proposed zoning ordinance amendments and said the Planning Commission is waiting for the Board's approval of these before working on those projects. He stressed that any policy changes need to be incorporated in the Master Plan, and he referred to his December 11, 2017, proposal for updating the Plan and the zoning ordinance.

- **Motion:** Chockley moved, Chick supported, that the Township approve McKenna's proposal to do the proposed zoning ordinance amendments for the fee of \$14,500. **Motion carried 6—1 on a roll call vote, Dockett opposed.**
- **Motion:** Chockley moved, Chick supported, that the Township accept McKenna's proposal for the Master Plan Review for the fee of \$24,500 over two fiscal years, plus additional workshops at the Planning Commission's discretion.

Lippens said this updating is necessary to deal with the development pressures the Township is experiencing. Board members noted the Township is not legally required to update the Master Plan until 2019 and expressed concerns about doing this work now.

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

2.  
Resolution 17-577:  
2017-18 Budget Amendments

It was noted that half of the \$14,500 approved for amending zoning ordinances needs to be added to the proposed amendments for this fiscal year.

The Board discussed fire and medical rescue contributions and expenses. Chief Wagner said the original plan for the Public Safety Building was for it to be paid for using Police and Fire millages, but the Board then borrowed \$3.5 million to increase the building size and paid for the additional bond payments from the general fund; however, eventually the Police and Fire Departments started contributing \$100,000/year each for those bond payments. He said this led to the Fire Department having trouble meeting their budget, so the Township started contributing \$25,000/year to the Fire Department about 10 years ago. It was noted the proposed budget amendments include \$11,282 reallocation of LCSA State Revenue Sharing and a \$13,718 contribution from the general fund to Medical Rescue.

- **Motion:** Zelenock moved, Chockley supported, to remove the \$13,718 contribution from the general fund to the medical rescue fund.

Dockett said additional funding needed for medical rescue should come from a millage rather than the general fund.

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

- **Motion:** Zelenock moved, Chockley supported, that Budget Amendment #3 be approval as revised (with the removal of \$22,500 for planner fees and the addition of \$7,250 for planner fees to amend zoning ordinances). **Motion carried 6—1 on a roll call vote, Dockett opposed.**

3.  
Ordinance 18-56:  
Zoning Ordinance Amendment:  
Open and Unroofed Terraces, Patios, and Porches

Planning Consultant Paul Lippens said this amendment resolves conflicting zoning ordinance provisions. Chockley expressed concern about imposing unreasonable regulations on homeowners.

**Northfield Township Board Meeting  
Minutes of Regular Meeting  
Public Safety Building; 8350 Main Street  
January 9, 2018**

- ▶ **Motion:** Chick moved, Otto supported, to approve Ordinance 18-56, Zoning Ordinance Amendment: Open and Unroofed Terraces, Patios, and Porches. **Motion carried 5—2 on a roll call vote, Chockley and Dockett opposed. Resolution adopted.**

**4.**

**Hiring of Firefighter Trainee, Daniel Smith**

- ▶ **Motion:** Chockley moved, Zelenock supported, to hire firefighter Trainee Daniel Smith contingent on him passing background check and physical. **Motion carried 7—0 on a voice vote.**
- ▶ **Motion:** Chockley moved, Otto supported, to promote Blake Bershum from Cadet Firefighter to Paid-on-Call Firefighter. **Motion carried 7—0 on a voice vote.**

**5.**

**Second Floor Lease Agreement**

Township Attorney Maynes reviewed the proposal for the Livingston and Washtenaw Narcotics Enforcement Team (LAWNET) to lease 4,500 sq. ft. of the second floor of the Public Safety Building at \$8/sq. ft./year for a five year period starting April 1, 2018, with the Township sharing 50% of the cost of the buildout.

Board members asked questions about details of the proposal, including future year rent increases, and Detective Lt. Dale Smith with the Livingston and Washtenaw Narcotics Enforcement Team (LAWNET) answered questions.

- ▶ **Motion:** Chick moved, Otto supported, to approve the lease of 4,500 sq. ft. in the Northfield Township Public Safety Building:
  - at the rate of \$8/sq. ft./year with a CPI escalator in years, 3, 4, and 5,
  - the tenant paying its share of utilities, excluding expenses such as snow plowing and lawn care,
  - 50% reimbursement of tenant buildout, the full cost of which is estimated at \$97,300. Reimbursement of \$48,650 is payable as a pro-rated deduction from rent over five years, absent the discovery of structural problems.
  - The option to renew the lease for an additional five years,
  - Occupancy of the property on April 1, 2018.
- ▶ **Motion to Amend:** Beliger moved, Dockett supported, to amend the motion to reduce the Township's portion of the buildout costs from 50% to 40%.

Lt. Smith said he believes his Board will not approve the lease with that provision.

**Motion to amend failed 1—6 on a roll call vote, Chick, Otto, Manley, Chockley, Zelenock, and Dockett opposed.**

**Original motion carried 6—1 on a roll call vote, Dockett opposed.**

**6.**

**DDA Proposal for Management of 75 Barker Road**

- ▶ **Motion:** Chockley moved to accept the proposal by the DDA for Management of 75 Barker Road as presented in the Board packet.

The Board noted that this would allow the DDA to enter into leases without additional approval by the Board. There was extensive discussion about the condition of the building and the updates that would be necessary to make it usable.

**Motion failed for lack of second.**

- ▶ **Motion:** Chick moved, Beliger supported, to table the proposal to allow a representative of the DDA to appear to answer questions from the Board. **Motion carried 6—1 on a roll call vote, Chockley opposed.**

**7.**

**Kiwanis Request to Use 75 Barker Road Fire Bay**

Zelenock noted she and Otto are Kiwanis Board members. She explained Kiwanis is losing their Main Street store front lease and is requesting to use the 75 Barker Road fire bay to continue their Saturday rummage sales. She said if the Board is in favor a detailed proposal will be brought.

- ▶ **Motion:** Chick moved, Beliger supported, to approve the Kiwanis request to use 75 Barker Road fire bay for their resale shop, contingent upon zoning compliance approval and the terms of the lease being worked out by the Township attorney. **Motion carried 5—0—2 on a roll call vote, Zelenock and Otto abstaining.**

**8.**

**ZBA Appointments**

- ▶ **Motion:** Otto moved, Dockett supported, that Ken Dignan be appointed to the Zoning Board of Appeals for a three year term ending December 31, 2020. **Motion carried 7—0 on a roll call vote.**
- ▶ **Motion:** Zelenock moved, Otto supported, that James Balsillie be appointed as alternate to the Zoning Board of Appeals for a three year term ending December 31, 2020. **Motion carried 5—2 on a roll call vote, Dockett and Beliger opposed.**

**9.**

**Railroad Easement**

The Board briefly discussed the history of the attempts to obtain easements necessary to allow the Community Center to expand its parking area.



**Northfield Township Board Meeting  
Minutes of Regular Meeting  
Public Safety Building; 8350 Main Street  
January 9, 2018**

- **Motion:** Zelenock moved, Otto supported, that the Township obtain the three easements at a cost of \$1,100, with the easement documents to be reviewed by the Township attorney.  
**Motion carried 7—0 on a roll call vote.**

**10.**

**Attorneys to Start Drafting Contracts for  
Recording Secretary and Audio-Video Operator**

- **Motion:** Otto moved, Chockley supported, that the Township Attorney and Township Manager initiate independent contractor agreements for the Recording Secretary and Audio-Video Operator, with the Township Manager negotiating any changes to the agreements. **Motion carried 5—1—1 on a roll call vote, Zelenock opposed and Dockett not voting.**

**SECOND CALL TO THE PUBLIC**

Mary Tummonds, 254 East Shore Drive, Jim Nelson, 7777 Sutton Road, and David Gordon made comments about the Board's support of Kiwanis, video recording of

Township meetings, LAWNET rental of the second floor of the Public Safety Building, making sound financial decisions for the Township, and the length of Board meetings.

**BOARD MEMBER COMMENTS**

Board members congratulated Kiwanis on their award for 70 years of service, thanked the recording secretary and audio-video operator, commented on the cost of running the Township, urged support of local businesses, thanked Chief Wagner and other police officers for bringing the LAWNET lease to the Township, thanked the Board for their support of Kiwanis, and urged the Board to approve work to revise the Master Plan.

**ADJOURNMENT**

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

The meeting adjourned at 10:47 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 \_\_\_\_\_, 2018.

\_\_\_\_\_  
Kathleen Manley, Clerk

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[http://www.twp-northfield.org/government/township\\_board\\_of\\_trustees/](http://www.twp-northfield.org/government/township_board_of_trustees/)

**NORTHFIELD TOWNSHIP**  
**Township Board Special Meeting**  
**Minutes**  
**January 23, 2017**

**CALL TO ORDER**

The meeting was called to order at 6:30 P.M. by Supervisor Chockley at 8350 Main Street.

**INVOCATION/PLEDGE**

Supervisor Chockley led those present in the Pledge of Allegiance.

**ROLL CALL**

Marlene Chockley, Supervisor	Present
Kathleen Manley, Clerk	Present
Lenore Zelenock, Treasurer	Present
Tawn Beliger	Present
Janet Chick, Trustee	Present
Wayne Dockett, Trustee	Present (arrived at 6:34 p.m.)
Jacki Otto, Trustee	Absent with notice

Also present:

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

**ADOPT AGENDA**

- **Motion:** Chick moved, Manley supported, that the agenda be adopted as presented.  
**Motion carried 5—0 on a voice vote.**

**FIRST CALL TO THE PUBLIC**

None present.

**BOARD MEMBER COMMENTS**

No comments.

**CORRESPONDENCE AND ANNOUNCEMENTS**

None.

**CLOSED SESSION**

- **Motion:** Chockley moved, Beliger supported, that the Board go into closed session pursuant to MCL 15.265(8)(e) and (h) to receive attorney-client privileged communications regarding pending litigation. **Motion carried 5—0 on a roll call vote.**

[Dockett arrived].

- **Motion:** Chockley moved, Chick supported, that the Board return to open session.  
**Motion carried 6—0 on a voice vote.**

**ACTION AS A RESULT OF CLOSED SESSION**

- **Motion:** Chockley moved, Beliger supported, to approve moving forward with the litigation in the case of The Links v Northfield Township, Cases 17-002645 and 17-002647, and to authorize the Township attorney to engage appraiser John Widmer to assist with the litigation as needed. **Motion carried 5—1 on a roll call vote, Dockett opposed.**
- **Motion:** Dockett moved, Beliger supported, that the Board discuss using building department funds to pay for code enforcement action. **Motion failed 2—4 on a roll call vote, Zelenock, Manley, Chick, and Chockley opposed.**

**SECOND CALL TO THE PUBLIC**

James Trunko, 9255 Lakewood Drive, asked about code enforcement for a specific property, and he suggested that downtown properties listed for sale be listed on the Township website for the convenience of developers. Andy Lakatos, 9249 Lakewood Drive, commended the snow plower or the maintenance of the Barker Road non-motorized path.

**BOARD MEMBER COMMENTS**

Dockett said in his opinion the Township has been overcharging the public for building permits for years and it is wrong to use building department funds for code enforcement actions.

**ADJOURNMENT**

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

The meeting adjourned at 7:13 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 \_\_\_\_\_, 2018.

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Kathleen Manley, Clerk

# NORTHFIELD TOWNSHIP

## Township Board

### Minutes

### January 23, 2018

#### CALL TO ORDER

The meeting was called to order at 7:13 P.M. by Supervisor Chockley at 8350 Main Street following a special meeting.

#### PLEDGE

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

#### ROLL CALL

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

Also present:

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

#### ADOPT AGENDA

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

#### FIRST CALL TO THE PUBLIC

No comments.

#### BOARD MEMBER COMMENTS

Board members noted the Land Preservation Committee will meet on February 8<sup>th</sup> and invited the public, and suggested possibly adjusting building department fees.

#### CORRESPONDENCE AND ANNOUNCEMENTS

*Board of Review Dates.* Chockley reported Notice of Assessments will be sent out by February 26<sup>th</sup> and appointments for the March 13<sup>th</sup> and 15<sup>th</sup> Board of Review may be requested after that.

*North Village Request for Proposals (RFP) Schedule.* Aynes noted the RFP has been released and two responses have been received to date. He briefly answered questions about how inquiries will be handled and ways the RFP can be most widely be distributed.

*Sewer Billing Refund: Carmotive.* The Board briefly discussed the memo in the Board packet.

#### AGENDA ITEMS

##### 1.

#### Public Safety Building Second Floor Lease

Maynes referred to the draft lease with Livingston, Jackson, and Washtenaw Narcotics Enforcement Teams (LAWNET) and said LAWNET does not seem to have any major problems with it. He asked for authorization to proceed.

Board members discussed the start date, use of the Consumer Price Index (CPI) for annual rent adjustments, and the sharing of expenses, in particular expenses for heating, cooling, and sewer REUs.

- **Motion:** Chockley moved, Beliger supported, to approve the lease with LAWNET and to authorize the attorney to complete the negotiations. **Motion carried 5—1 on a roll call vote, Dockett opposed.**

##### 2.

#### Resolution 18-578: Poverty Exemption Guidelines

- **Motion:** Chockley moved, Chick supported, to approve Resolution 18-578: Poverty Exemption Guidelines. **Motion carried 6—0 on a roll call vote.**

#### DISCUSSION ITEMS

##### 1.

#### Bark Park Lease

The Board discussed Chockley's memo of January 19<sup>th</sup> regarding changes to the Bark Park Lease requested by the Whitmore Lake Schools Superintendent to shorten the term and make other changes.

- **Motion:** Zelenock moved, Chockley supported, that the Township attorney review the lease agreement with the public schools for the Bark Park, incorporating the shorter term, eliminating reimbursement language in the event of early termination, adding language which reimburses the school district if they have to correct any nuisances directly or indirectly caused by the park, and change the dog waste cleanup schedule to once weekly. **Motion carried 5—1 on a roll call vote, Dockett opposed.**

Northfield Township Board Meeting  
Minutes of Regular Meeting  
Public Safety Building; 8350 Main Street  
January 23, 2018

2.

**Improvement of Administrative Office Space**

Aynes reviewed his January 18<sup>th</sup> memo regarding improving Township office space by moving the conference room to the second floor, reusing the existing conference room for two employees, and adding offices for two employees on the second floor. He asked for direction from the Board.

- **Motion:** Zelenock moved, Beliger supported, that the Township Manager look into improvements of the office administration space and the Board room sound system. **Motion carried 6—0 on a voice vote.**

3.

**Agenda Preparation Schedule  
and Project Dates for Topic Inclusion**

Chockley briefly reviewed her memo of January 18<sup>th</sup> listing items from a variety of sources for possible inclusion on future Board meeting agendas. Board members made suggestions for additional items.

**SECOND CALL TO THE PUBLIC**

David Gordon, 5558 Hellner Road, made comments about the meeting agenda, the Supervisor's memo regarding future agendas, and the roles of the Board and the Township Manager in governing.

**BOARD MEMBER COMMENTS**

Board members responded to comments made during Call to the Public, made suggestions for improving communication with the public about actions taken by the Board, thanked Jennifer Carlisle and other staff for providing information, and urged support of local businesses,

**ADJOURNMENT**

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

The meeting adjourned at 8:33 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 \_\_\_\_\_, 2018.

\_\_\_\_\_  
Kathleen Manley, Clerk

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**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

# **January 2018**

## **Northfield Township Fire Department**

### **Statistical Report**

Responses January 2018:	61
Responses January 2017:	57

Fire Calls:	10
Structure Fires	5
Vehicle Fire	3
Fire Alarms	2
Outside fire	0
Smoke investigation	0

Emergency Medical Calls:	33
Chest Pain	7
Difficulty Breathing	1
Unconscious/Cardiac Arrest	4
Diabetic/ Seizure	6
Trauma	8
Overdose	0
Abdominal pain	2
Other	5

Motor Vehicle Accidents:	14
Injury Crashes	4
Unknown	10
Pin In	0

Public Service calls: 4

Electrical wire down	0
Fuel Spill	0
Carbon Monoxide Alarm	2
Trees down	0
Animal Rescue	0
Gas leak	0
Other	2


Mutual Aid Given 6

Green Oak Fire	Structure Fire (Best Western)	1
Scio Fire	Structure Fire	1
Ann Arbor Twp	Structure Fire	1
Salem Fire	Structure Fire	2

Mutual Aid Received: 0

Responses in hamlet area:	33
Responses in rural area:	9
Responses on Highway	14
Responses outside the township:	6

Average response time for the month: 6:43



William Wagner



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

## Northfield Township Public Safety

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



Timothy Greene  
Lieutenant  
Police Operations

### February 2018 Director of Public Safety Board Communication

1. **Fire department activity for January 2018:** January was a very busy month for the fire department. Runs of significance would include 4 different structure fires that we provided mutual aid to neighboring agencies. We assisted Green Oak with a fire at the Best Western, Salem Twp. with a house fire, Ann Arbor Twp. with a garage fire and Scio Twp. with a house fire.
2. **Fire Department training for January:** Fire Department training activity for January consisted of: Ice Rescue training review and Incident Command Blue card refresher. We also have several fire fighters that are finishing up with EMT class and the fire academy.
4. **Fire Prevention:** Fire Prevention activities continue and is being accepted well in the community so far. Lt. Rennells who is heading these activities up recently completed and passed his Plan Reviewer class and also just took his Fire Inspector 2 test and is awaiting the results on that. A summary of fire prevention activities for January is attached.
5. **New 800 MHZ radios:** Both the Police and Fire Departments have started to receive new truck and portable radios. These radios are paid for through the Washtenaw County Emergency Communications millage.
6. **Pond Hockey:** We have been working and preparing for the pond hockey tournament. Plans are going fine and the tournament is a go this year.
7. **Grants:** As mentioned in a previous board meeting the fire department has applied for several FEMA grants under the Assistance to Fire Fighter grant programs. This round we have applied for; Fire Hose, Extrication equipment (Jaws of Life) and SCBA's (self contained breathing apparatus. We will not know if we are successful on these until mid to late summer.

# Northfield Township Fire Department

8350 Main Street  
Phone (734) 449-2385

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

Fire Chief  
William E. Wagner, Jr.

## Fire Prevention Activity

*For the month of: January 2018*

<u>Date</u>	<u>Activity Type</u>	<u>Address</u>	<u>Business</u>
1/8	Inspection	152 Barker	Peaberry Bean & Beat
1/8	Inspection	148 Barker	Marcos Pizza
1/8	Follow-up Inspection	2420 E N Territorial	Doghouse
1/8	Inspection	60 E N Territorial	PS Mart Citgo
1/8	Inspection	366 E N Territorial	Sunoco
1/17	Inspection	9541 Main	Lovely Monkey Tattoo
1/17	Inspection	9885 Main	Whitmore Lake Marathon
1/17	Inspection	9254 Main	Sunoco A&C Petroleum
1/17	Inspection	2727 E N Territorial	Northfield Twp. Fire Station 2
1/17	Follow-up	200 Barker	Living Water Lutheran Church

*Fire Prevention Division*



# **NORTHFIELD TOWNSHIP POLICE DEPARTMENT**

## **MONTHLY OPERATIONS REPORT**



**JANUARY 2018**

## JANUARY 2018 MONTHLY REPORT

Calls For Service	389
Arrests	21
Mutual Aid Assistance To Other Departments Inside the Township	3
Mutual Aid Assistance To Other Departments Outside the Township	9
Average Response Time	3.80

### NOTES & FACTS FROM THE DEPARTMENT

- **DATA:** 62 % of total complaints answered were in the hamlet area and 38 % were handled throughout the rest of the Township.

- **TRAINING**

FORMAL      Ofc. C. Johnston - Controlled Substance: Drug Trends, Safety, and Packaging

IN-SERVICE - Police Health and Mental Wellness

- **EVENTS OF SIGNIFICANCE**

POSSESSION OF MARIJUANA/SUSPENDED LICENSE

On Jan. 8th, an officer observing traffic in the area of North Territorial and US23 observed a vehicle pass by at a high rate of speed. The officer paced the vehicle along SB US23 for several miles and determined the vehicle to be going approximately 99-105 MPH. The officer stopped the vehicle and made contact with the driver who had a suspended driver's license. The officer could smell the odor of marijuana coming from inside the car, the driver admitted there was marijuana in the center console. The officer located and confiscated the marijuana. The driver was arrested and issued a citation for having a suspended license/speeding. The driver was released pending lab results for possession of suspected marijuana. A passenger in the vehicle was advised that she had an outstanding warrant but was outside of pick up range. Both driver and valid passenger were released on scene.

POSSESSION OF HEROIN/WARRANT ARREST

On Jan 20, patrol officers observed a vehicle heading WB in the area of North Territorial and Vintage Dr. The officer observed a crack in the vehicle's windshield and a broken taillight. A stop was made on the vehicle and contact was made with the driver who was displaying signs of possible drug use. A white paper towel and syringe could be seen on the passenger seat. When asked if there were any narcotics in the vehicle the driver stated he did have a tin with needles and "other stuff". The officer located a tin with several needles and what appeared to be dried heroin. The driver also had a valid parole warrant, he was arrested and lodged on his warrant. Charges for possession of heroin are pending lab results.

BREAKING & ENTERING

On Jan 16, a Breaking & Entering was reported at an address on Six Mile Rd. Residents came home to find their 55 inch smart TV missing and drawers open throughout the home. Other items to be reported as missing were a pink Barbie Tablet and a car stereo amplifier. No signs of forced entry were discovered. The scene was processed for potential evidence and suspect identification.

#### FLEE AND ELUDE/STOLEN PLATE

On Jan 12, officers were observing traffic in the area of North Territorial and US23. The officer ran the license plate of a vehicle passing by and the plate returned improper/stolen. The officer attempted to stop the vehicle but the vehicle fled onto NB US23 and continued at speeds of over 100 MPH. The suspect vehicle continued at high rates of speed, passing and cutting off other vehicles. It exited the freeway at Silver Lake Rd and continued WB then SB onto Whitmore Lake Rd traveling into oncoming traffic. The vehicle continued driving erratically, speeding, running red lights, and cutting people off as it entered into Hamburg Twp. The vehicle continued into Pinkney where other agencies became involved in the pursuit. Per the sergeant on duty Northfield officers terminated the pursuit at this time and Livingston County Sheriff's Department took over command of the chase. Livingston Co was able to successfully deploy stop sticks and stop the suspect vehicle in Howell where the suspect was then taken into custody. The suspect told police he ran because he knew he was a parole absconder. A crack pipe and crack were located on the suspect. When asked about the stolen plate he stated he had found the plate laying in the grass. Suspect was arrested and lodged.

#### HIT AND RUN CRASH

On Jan 14, officers were dispatched to a hit and run crash in the parking lot of an apartment complex on Main St. Upon arrival officer located two vehicles with damage parked in the lot. It appeared that the suspect vehicle had struck the first parked vehicle when turning into the lot and the first vehicle was pushed into the back end of the second parked vehicle. No one witnessed the crash and no vehicles with matching damage were located in the area.

**CLEAR-1018 Verified Offense By Date**  
**Agency: NR**  
**1/1/2018 12:00:00 AM - 1/31/2018 12:00:00 AM**

Offense Code	Description	Incident Count
1313	Assault/ Battery/Simple (Incl Domestic and Police Officer	3
1380	Telephone Used for Harassment, Threats	1
2202	B&E - Burglary - Forced Entry - Residence - Home Invasion	1
2309	Larceny - From Yards (Grounds Surrounding a Building)	1
2602	Fraud - Swindle	1
2605	Fraud - Illegal Use of Credit Card	1
2606	Non-Sufficient Funds Checks	1
2609	Identity Theft	1
2678	FRAUD - OBTAIN WELFARE	1
2902	Damage to Property - Private Property - MDOP	1
3512	Heroin -Possess	1
3542	Synthetic Narcotic -Possess	1
3550	Narcotic Equipment - Paraphernalia	3
3562	Marijuana -Possess	3
4877	Fleeing or Eluding Police (Penal Code)	1
8011	Accident - Fail to Stop and Identify	1
8041	Operating Under the Influence of Alcohol / Liquor OWI	1
C2899	Juvenile - All Other	1
C2931	DWLS OPS License Suspended / Revoked	2
C2933	Vehicle Registration - Improper / Expired	1
C2935	DWLS 2nd OPS License Suspended / Revoked	1
C3010	Felony Arrest Warrant (Originating Agency)	2
C3020	Misdemeanor Arrest Warrant (Originating Agency)	3
C3050	Misdemeanor Arrest Warrant - Other Jurisdiction	5
C3101	Acc, Single Motor Vehicle	1
C3145	Property Damage Traffic Crash PDA	8
C3148	Motor Vehicle - Animal Traffic Crash	1
C3208	Death Investigation - Cause Unknown	1
C3225	Drug Overdose	1
C3299	Welfare Check	8
C3310	Family Trouble	1
C3318	Found Property	1
C3324	Suspicious Circumstances	14
C3326	Suspicious Vehicles	6
C3328	Suspicious Persons	1
C3330	Assist Other Law Enforcement Agency	3
C3331	Assist Medical	10
C3332	Assist Fire Department	4
C3333	Assist Motorist	13
C3334	Assist Other Govt Agency	6
C3336	Assist Citizen	8
C3337	Assist Citizen - Vehicle Lockout	3
C3345	Accidental Property Damage	1
C3355	Civil Matter - Other	11
C3381	Sex Offender Registration	2

**CLEAR-1018 Verified Offense By Date**  
**Agency: NR**  
**1/1/2018 12:00:00 AM - 1/31/2018 12:00:00 AM**

Offense Code	Description	Incident Count
C3702	Traffic Complaint / Road Hazard	5
C3704	Traffic Complaint / Abandoned Auto	1
C3706	Traffic Complaint / Vehicle Impound	3
C3707	Vehicle Release	2
C3708	Traffic Complaint / Private Impound	1
C3728	Traffic Complaint / Parking Complaint	1
C3803	Animal Barking Dog	1
C3804	Animal Complaint	6
C4041	Speeding Citation	16
C4105	Equipment Citation	2
C4307	Drove W/Expired Ops	1
L3501	911 Hang Up - NR	1
L3502	Follow Up - NR	1
L3503	Opened in Error - NR	4
L3504	PBT Station - NR	1
L3506	Shots Fired - NR	1
L3507	Fingerprints - NR	4
L3508	Ticket Sign Off - NR	4
L3512	Vin Inspection - NR	1
L3526	False Alarm - NR	14
L3535	GUN Permit, Applications, CCW Permits - NR	38
L3538	Property/Vacation Check - NR	1
L3539	Car Assist - NR	1
L3542	BOL - NR	6
L3547	Subpoena Service - NR	4
L3551	Sex Offender Registration/Verification - NR	3
L3552	Traffic Stop - NR	65
L3557	Check Person - NR	2
L3565	Tresspass - Info Only - NR	1
L3568	Local Records Check - NR	12
L3569	Assist Other Police Agency - Inside Northfield - NR	3
L3570	Assist Other Police Agency - Outside Northfield - NR	9
L3571	Disorderly Person - NR	2
L3597	Non Terminal - NR	29
L4925	Commercial Vehicle Violations - NR	1
Sum:		389

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

Agency: Northfield Township  
Police Department  
ORI: MI8196400

Classification	Jan/2018	Jan/2017	% Change
09001 MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	0	0	-
09002 NEGLIGENT HOMICIDE/MANSLAUGHTER (INVOLUNTARY)	0	0	-
09004 JUSTIFIABLE HOMICIDE	0	0	-
09005 DEATH INVOLVING USE OF FORCE BY LAW ENFORCEMENT	0	0	-
09006 IN-CUSTODY DEATH	0	0	-
10001 KIDNAPPING/ABDUCTION	0	0	-
10002 PARENTAL KIDNAPPING	0	0	-
11001 SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	0	0	-
11002 SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	0	0	-
11003 SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	0	0	-
11004 SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	0	0	-
11005 SEXUAL PENETRATION OBJECT -CSC 1ST DEGREE	0	0	-
11006 SEXUAL PENETRATION OBJECT -CSC 3RD DEGREE	0	0	-
11007 SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	0	0	-
11008 SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	0	0	-
12000 ROBBERY	0	0	-
13001 NONAGGRAVATED ASSAULT	3	5	-40.0%
13002 AGGRAVATED/FELONIOUS ASSAULT	0	1	-100.0%
13003 INTIMIDATION/STALKING	1	2	-50.0%
20000 ARSON	0	1	-100.0%
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 -PURSES/NATCHING	0	0	-
23003 LARCENY -THEFT FROM BUILDING	1	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	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	1	0	-
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	1	0	-
26003 FRAUD -IMPERSONATION	0	0	-
26004 FRAUD -WELFARE FRAUD	1	0	-
26005 FRAUD -WIRE FRAUD	0	0	-
26007 FRAUD - IDENTITY THEFT	1	0	-
26008 FRAUD - HACKING/COMPUTER INVASION	0	0	-
27000 EMBEZZLEMENT	0	0	-

Agency: Northfield Township Police Department  
ORI: MI8196400

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REPORT EXCLUDES UCR STATUS OF UNF

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

Agency: Northfield Township  
Police Department  
ORI: MI8196400

Classification	Jan/2018	Jan/2017	% Change
28000 STOLEN PROPERTY	1	0	-
29000 DAMAGE TO PROPERTY	2	0	-
30001 RETAIL FRAUD -MISREPRESENTATION	0	0	-
30002 RETAIL FRAUD -THEFT	0	0	-
30003 RETAIL FRAUD -REFUND/EXCHANGE	0	0	-
30004 ORGANIZED RETAIL FRAUD	0	0	-
35001 VIOLATION OF CONTROLLED SUBSTANCE ACT	5	0	-
35002 NARCOTIC EQUIPMENT VIOLATIONS	4	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	1	-100.0%
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>23</b>	<b>11</b>	<b>109.1%</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	1	0	-
36003 PEEPING TOM	0	0	-
36004 SEX OFFENSE -OTHER	0	0	-
38001 FAMILY -ABUSE/NEGLECT NONVIOLENT	0	0	-
38002 FAMILY -NONSUPPORT	0	0	-
38003 FAMILY -OTHER	0	0	-
41001 LIQUOR LICENSE -ESTABLISHMENT	0	0	-
41002 LIQUOR VIOLATIONS -OTHER	0	0	-
42000 DRUNKENNESS	0	0	-

Agency: Northfield Township Police Department  
ORI: MI8196400

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REPORT EXCLUDES UCR STATUS OF UNF

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

Agency: Northfield Township  
Police Department

ORI: MI8196400

Classification	Jan/2018	Jan/2017	% Change
48000 OBSTRUCTING POLICE	1	3	-66.7%
49000 ESCAPE/FLIGHT	0	0	-
50000 OBSTRUCTING JUSTICE	0	1	-100.0%
53001 DISORDERLY CONDUCT	0	0	-
53002 PUBLIC PEACE -OTHER	0	0	-
54001 HIT and RUN MOTOR VEHICLE ACCIDENT	1	0	-
54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	1	0	-
55000 HEALTH AND SAFETY	0	0	-
56000 CIVIL RIGHTS	0	0	-
57001 TRESPASS	0	0	-
57002 INVASION OF PRIVACY -OTHER	0	0	-
58000 SMUGGLING	0	0	-
59000 ELECTION LAWS	0	0	-
60000 ANTITRUST	0	0	-
61000 TAX/REVENUE	0	0	-
62000 CONSERVATION	0	0	-
63000 VAGRANCY	0	0	-
70000 JUVENILE RUNAWAY	0	0	-
73000 MISCELLANEOUS CRIMINAL OFFENSE	0	0	-
75000 SOLICITATION	0	0	-
77000 CONSPIRACY (ALL CRIMES)	0	0	-
<b>Total for Group B</b>	<b>4</b>	<b>4</b>	<b>0%</b>
2800 JUVENILE OFFENSES AND COMPLAINTS	1	0	-
2900 TRAFFIC OFFENSES	8	15	-46.7%
3000 WARRANTS	13	3	333.3%
3100 TRAFFIC CRASHES	10	22	-54.5%
3200 SICK / INJURY COMPLAINT	10	10	0%
3300 MISCELLANEOUS COMPLAINTS	85	72	18.1%
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	0	0	-
3500 NON-CRIMINAL COMPLAINTS	207	170	21.8%
3600 SNOWMOBILE COMPLAINTS / ACCIDENTS	0	0	-
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	13	29	-55.2%
3800 ANIMAL COMPLAINTS	7	4	75.0%
3900 ALARMS	0	2	-100.0%
<b>Total for Group C</b>	<b>354</b>	<b>327</b>	<b>8.3%</b>
2700 LOCAL ORDINANCES - GENERIC	0	0	-
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	16	23	-30.4%
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	2	0	-
4200 PARKING CITATIONS	0	1	-100.0%
4300 LICENSE / TITLE / REGISTRATION CITATIONS	2	2	0%
4400 WATERCRAFT CITATIONS	0	0	-
4500 MISCELLANEOUS A THROUGH UUUU	0	0	-

Agency: Northfield Township Police Department  
ORI: MI8196400

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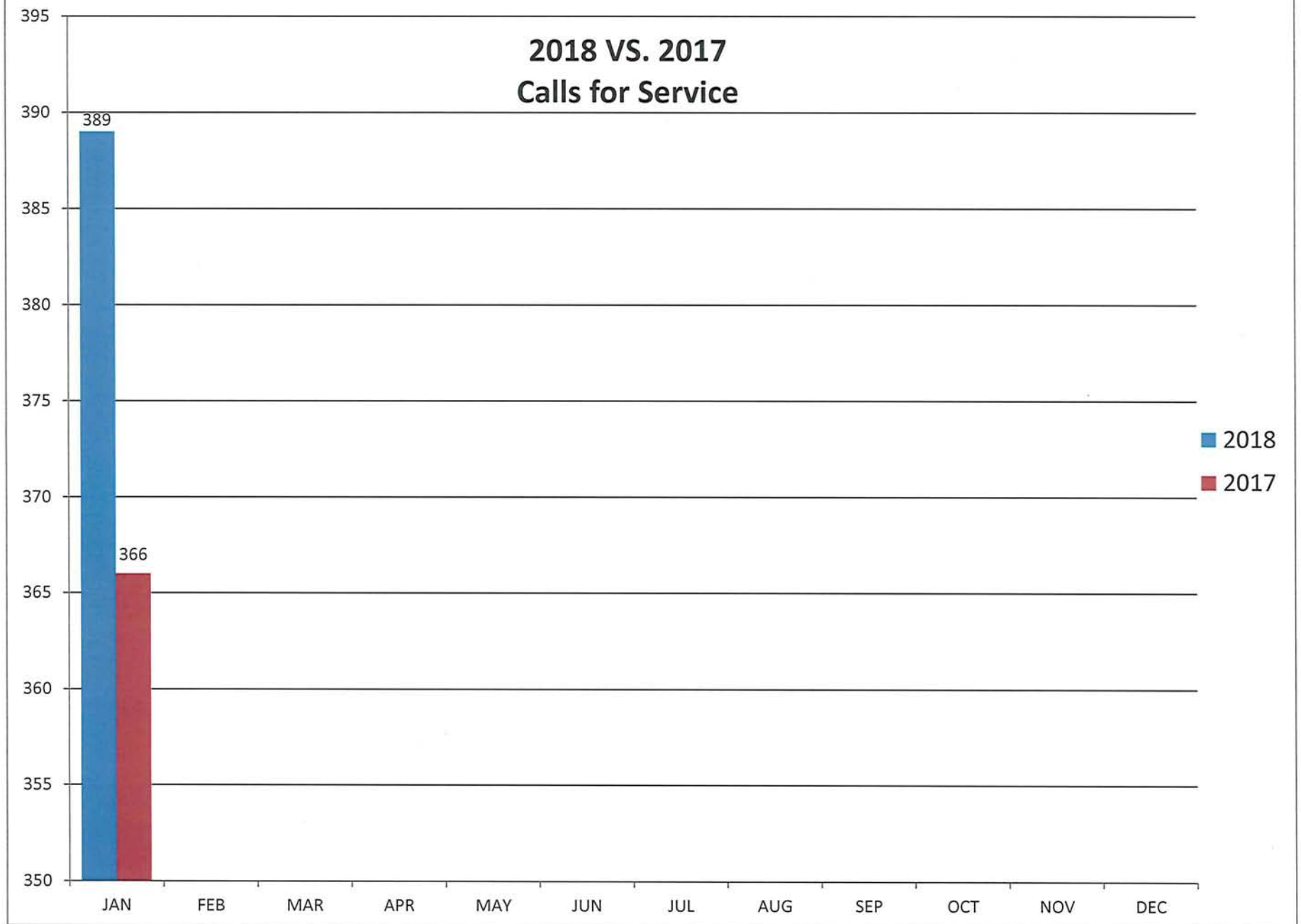
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Report CLEAR-008 Summary of Offenses  
All Offenses that were Attempted or Completed  
For the Month of January

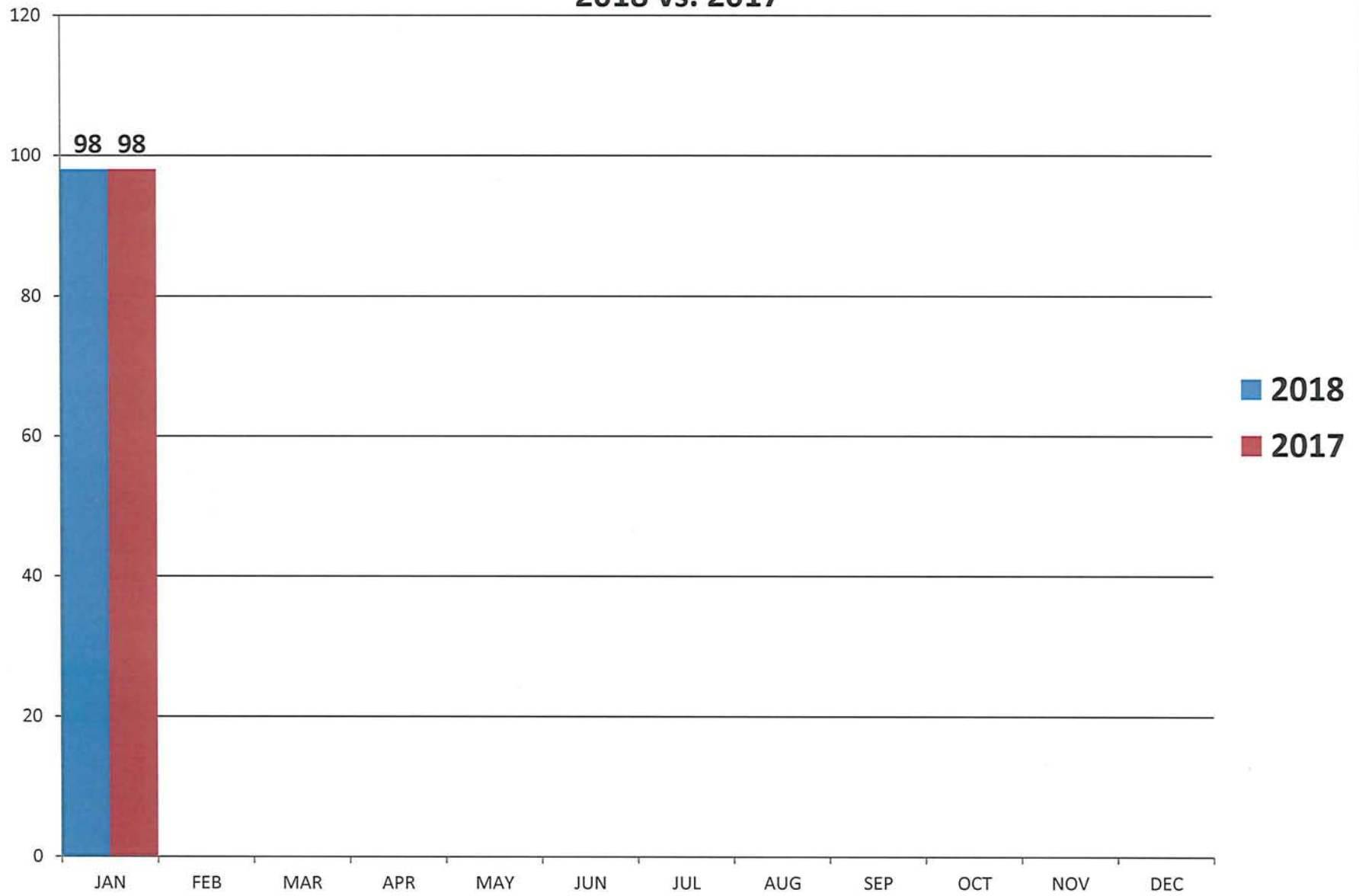
Agency: Northfield Township  
Police Department  
ORI: MI8196400

Classification	Jan/2018	Jan/2017	% 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>21</b>	<b>26</b>	<b>-19.2%</b>
5000 FIRE CLASSIFICATIONS	0	0	-
5100 18A STATE CODE FIRE CLASSIFICATIONS	0	0	-
<b>Total for Group E</b>			<b>-</b>
6000 MISCELLANEOUS ACTIVITIES (6000)	0	1	-100.0%
6100 MISCELLANEOUS ACTIVITIES (6100)	0	0	-
6200 ARREST ASSIST	0	0	-
6300 CANINE ACTIVITIES	0	0	-
6500 CRIME PREVENTION ACTIVITIES	0	1	-100.0%
6600 COURT / WARRANT ACTIVITIES	0	0	-
6700 INVESTIGATIVE ACTIVITIES	0	2	-100.0%
<b>Total for Group F</b>		<b>4</b>	<b>-100.0%</b>
<b>Total for All Groups</b>	<b>402</b>	<b>372</b>	<b>8.1%</b>

## 2018 VS. 2017 Calls for Service



## NUMBER OF TRAFFIC VIOLATIONS BY MONTH 2018 vs. 2017



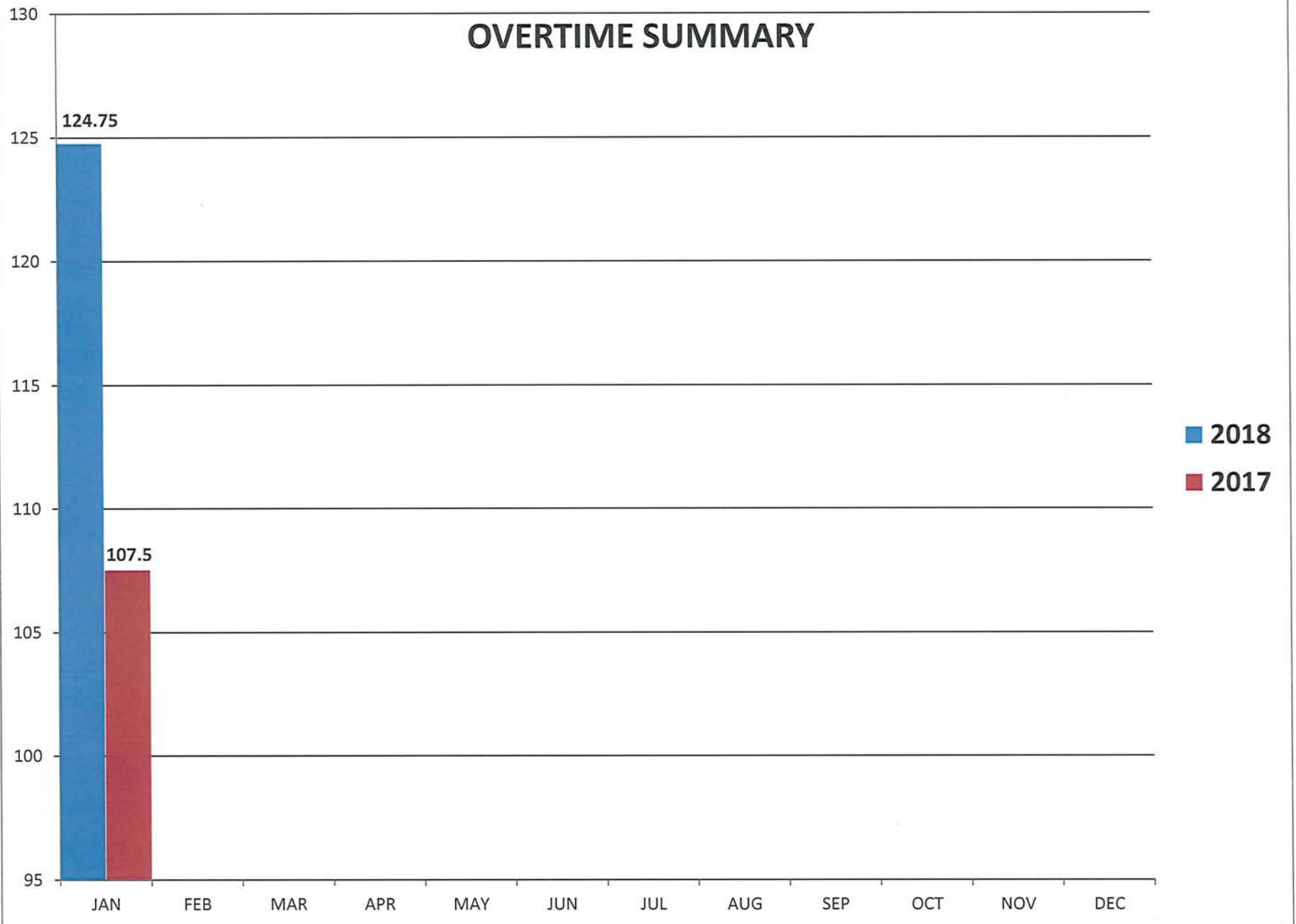
## TRAFFIC VIOLATIONS SUMMARY

[illegible][illegible]

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

[illegible]

## OVERTIME SUMMARY



## OVERTIME SUMMARY

OVERTIME BY TYPE													
2018	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Court	33.75												33.75
Complaint Investigation	9												9
Report Writing	0												0
Training	6												6
Short Shift	36												36
Administrative	0												0
Special Detail	0												0
Holiday	40												40
<b>TOTAL</b>	124.75												124.75

2018 VS. 2017													
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
2018 - TOTAL	124.75												124.75
2017 - TOTAL	107.5												107.5

## EMPLOYEE TIME OFF

2018	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Sick	12												12
Comp	32.75												32.75
Vacation	0												0
Holiday	10												10
PTO	110.5												110.5
Other	24												24
<b>TOTAL</b>	189.25	0	0	0	0	0	0	0	0	0	0	0	189.25

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

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

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**To: Northfield Township Board of Trustees**

**From: Dan Willis -Wastewater Treatment Plant Superintendent**

**Date: January 2018**

**Subject: Monthly Report**

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- 1/2** Hunter Lewis started work today.
- 1/2** Plugged sewer call at 10527 Groomes after hours manhole was clear but will jet in the morning.
- 1/3** Line jetted on Groomes, sewer clear. Homeowner informed us that the house was without heat for 3 weeks, plumbing probably froze.
- 1/4** Pulled plugged pump at Elmcrest while waiting for new impellers.
- 1/8** Replace Battery for generator at the Edmund Pump Station
- 1/16** Received the new the new Grit Classifier, getting bids for installation.
- 1/17** Replaced a 3-way valve and drive gear on our sewer jetter.
- 1/20** Plugged sewer call at 10759 Fieldcrest , homeowner problem.
- 1/24** Attended an Asset Management class in Frankenmuth.
- 1/24** Pulled plugged pump at Raymond.
- 1/25** Attended a 2 day Administrators Conference in Frankenmuth.
- 1/26** Callback N.Shore pump station, float hung up.
- 1/27** Callback at the plant , sand filters plugged
- 1/28** Callback Eagle Gardens pump station, plugged pump.
- 1/28** Callback High level at the plant primary tank , power fail.
- 1/28** Callback Elmcrest pump station , plugged pumps.
- 1/29** Replaced impellers at Elmcrest.
- 1/29** Callback Eight Mile Rd. pump station, power fail.

<b>January 2017 Daily Average Flow</b>	<b>.821 MGD</b>
<b>January 2018 Daily Average Flow</b>	<b>.726 MGD</b>
<b>Maximum January Daily Flow 2017</b>	<b>1.039 MGD</b>

<b>Maximum January Daily Flow 2018</b>	<b>.863 MGD</b>
<b>Minimum January Daily Flow 2017</b>	<b>.633 MGD</b>
<b>Minimum January Daily Flow 2018</b>	<b>.604 MGD</b>
<b>6 – Month Average Flow</b>	<b>.655 MGD</b>
<b>12 – Month Average Flow</b>	<b>.757 MGD</b>
<b>Total Gallons Treated January 2017</b>	<b>25.44 MG</b>
<b>Total Gallons Treated January 2018</b>	<b>22.51 MG</b>
<b>Rainfall (inches) January 2017</b>	<b>2.76</b>
<b>Rainfall (inches) January 2018</b>	<b>1.24</b>
<b>Connections / Tap-ins' to system</b>	<b>0</b>
<b>Miss Dig Staking's</b>	<b>8</b>
<b>Overtime hours for the month</b>	<b>58 hrs</b>



**Northfield Township Community & Senior Center**  
**Monthly Report**  
**January 2018**  
**Tami Averill, Director**

**I. January Overview**

2018 started a little slower than usual. Dexter Schools was not able to provide food for the Sr. Nutrition program during the first week of January. Since all but one of our class instructors were taking that week off as well, I opted to keep the Center closed for an extra few days giving me a little bit more of a vacation. We were up and running again on January 8.

The Senior Nutrition program continues to run smoothly. We had 10 to 20 seniors attending lunches in January. Lunches are served on Mondays, Wednesdays and Fridays at 12:15p.m.

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

I continue to work with the Washtenaw County Office of Community and Economic Development on getting the Meals on Wheels portion of the program started. Progress is slow, but it does continue.

A huge THANK YOU to our Community/Senior Center volunteers – Angela Brown, George Brown, Denise Creque, Mary Devlin, Peggy Friscia, Ruth Hague, Linda Hartley, Cindy Hogston, Ernestine Hogston, Betty Jones, Alyssa Jones, Kristina Kelley & family, Phyllis Lindblade, Laura Misko, Margaret Riddell, Donn Sleek, Ann Thompson, Curtis Ward, Nancy Warner, Linda Webb, Terry Webb and Bill Witte - for the work they contributed in January. Their hard work is truly appreciated.

Many thanks to all the volunteers who pitched in to keep the Center open and running during my bout with the flu! My apologies for having to cancel Pizza and a Movie and Karaoke during that time.

Program planning continues. New program and event offerings are always in the works.

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

I continue to serve on Whitmore Lake Health Equity Team. Meetings take place at the Community Center.

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

**II. Program Evaluation**

**a. On-Going Services**

Lisa Abrams continues to offer reflexology sessions and therapeutic foot baths.

Dr. Anthony Mastrogiacomo from South Lyon Foot & Ankle Specialists continues to offer senior foot care every other month. He worked with 6 patients in January.

The Medical Loan Closet continues to be available to the community. Four items were loaned in January. We received donations of a bedside commode, walker, raised toilet seat, Depends and several miscellaneous items.

Acupuncture therapy continues to be popular, with 10 to 16 people participating each week in January. Licensed Acupuncturist, Ron Hough, is at the Center from 4:00p.m. to 6:00p.m. for walk-in visits on Thursday afternoons.

**b. Classes**

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

Gentle Yoga on Wednesday evenings has 4 to 8 participants each week in January.

Exercise with Becky took the month of December off. Class will resume in January.

Tai Chi will begin a new 8-week session on January 9. There are currently 4 participants.

MAH Fitness began a new session on January 18. There are currently 5 participants.

The Primitive Rug Hooking class is currently on a break.

Meditation class has four people participating each week.

Line Dancing class continues. We have had 5 to 10 participants each week in January. Participants learn a variety of dances, with 1 to 2 new dances added at each session.

**c. On-Going Activities**

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

Mah Jongg Mondays continue with 4 to 6 people participating each week.

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

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

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

The Whitmore Lake Elementary School Kindergarten Daisy Troop meets at the Center two Mondays each month. 11 Scouts and 8 to 10 adults attend each meeting. They will have a Girl Scout Cookie Booth here during our Kids' Fun Day on February 24.

The Board of Directors for the Village of Eagle Gardens Association is now holding their meetings here every other month.

**d. Special Events**

Our ongoing project to crochet sleeping mats out of plastic grocery bags continues. Three to six ladies have participated each week in January. We currently have 6 completed mats, with 3 more being worked on. These mats will be donated to local shelters for distribution to the homeless in Washtenaw County and Southeast Michigan. Participants do not need to know how to crochet. Help is needed to sort and flatten out the bags, cut them into strips, tie the strips together and roll them into balls.

Stanley Stinson, a Whitmore Lake resident, spoke with the Crochet Mat group on January 24, regarding the work he does with Covenant Community Care. This organization provides health care and other services to the homeless in Detroit and Southeast Michigan. His powerful presentation opened everyone's hearts and minds to the plight of homeless individuals and families in our area, and how even something as minor as a sleeping mat can make a significant difference in someone's life.

## Donation Report

As of January 31, 2018

### General Fund

Parks and Recreation	100.00
Non-Motorized Path*	2,140.84
Senior Center	832.65

<b>Total General Fund Donations</b>	<b><u>3,073.49</u></b>
-------------------------------------	------------------------

### Donation Fund

Dog Park	330.00
Land Preservation Donation	100.00
<b>Total Donation Fund Donations</b>	<b><u>430.00</u></b>

### Fire Fund

Donation for faulty alarm call	50.00
	<b><u>50.00</u></b>

<b>Total YTD Donations</b>	<b><u>3,553.49</u></b>
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**\*\$6,500 has been collected for the Non-Motorized Path. \$4,360 was collected in the previous fiscal year.**

# NORTHFIELD TOWNSHIP MICHIGAN

February 2018

## Code Enforcement Update

I joined Northfield Township as the new code enforcement officer in November of 2017. I started by following up on the open cases. Mike had left good notes and tried to tie up all of the loose before his departure. Most of the open cases were blight, and zoning violations of building without a permit, or changing use of the property without a permit.

The winter season is generally slow for code enforcement, which has given me the opportunity to get an overview of the specific properties with ongoing zoning violations that needed to be addressed. I have been coordinating my efforts with Vidya, and we are working in conjunction to bring the outstanding zoning violations into compliance.

We have visited two sites Broadscape and Regal Recycling.

We have had two meetings at the township, Broadscape and Quality Aire.

We have sent letters to Waterscape and Sun & Shade (Hardscape) and anticipate a response within the next few weeks.

We will be starting to work on Goya and Nowatske next.

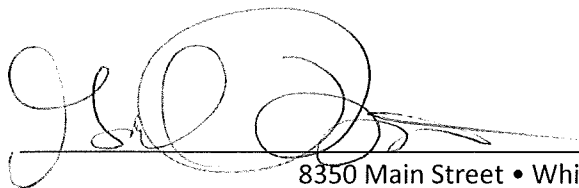
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Ron D [REDACTED] – On 1-17-18 his car count was 95.

I have had several conversations with him about how he does not have the time to hold off selling or moving the cars because he wants more money than what is being offered. Several people have called expressing interest in purchasing them, but to my knowledge, he has not sold any of them to those interested buyers. I have made several phone calls myself in an effort to get companies to come to his property to remove them, for free, as his biggest complaint is he cannot afford to pay for a truck to load and remove them himself. But he has not done coordinated his efforts to work with these companies yet, as he wants more money for his cars.

The consent judgment was passed on June 5<sup>th</sup> 2017 – so by February 5<sup>th</sup> 2018 his car count should be 58. I will go out and count on 2-8-18- and record the actual.

I will continue to work with him on moving along, at a hopefully much faster pace.



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8350 Main Street • Whitmore Lake, Michigan 48189-0576

Telephone: (734) 449-2880 • Fax: (734) 449-0123 • Web Site: [www.twp-northfield.org](http://www.twp-northfield.org)

# Enforcements By Category

02/06/18

Enforcement Number	Address	Status	Filed	Closed
E180001	COYLE RD		01/02/18	01/02/18
Total Entries: 1				

## JUNK

Enforcement Number	Address	Status	Filed	Closed
E180011	GARFIELD DR		02/02/18	
Total Entries: 1				

## JUNK VEHICLES

Enforcement Number	Address	Status	Filed	Closed
E180006	LINCOLN DR		02/02/18	
E180007	WALNUT DR		02/02/18	
E180008	GARFIELD DR		02/02/18	
E180009	GARFIELD DR		02/02/18	
E180010	GARFIELD DR		02/02/18	
E180012	LINCOLN DR		02/02/18	
E180013	GARFIELD DR		02/02/18	
Total Entries: 7				

## WORK W/O PERMIT

Enforcement Number	Address	Status	Filed	Closed
E180005	MAIN ST		02/02/18	
Total Entries: 1				

## ZONING VIOLATION

Enforcement Number	Address	Status	Filed	Closed
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# Enforcements By Category

02/06/18

E180002	<div></div> MAIN ST	01/19/18
E180003	<div></div> MAIN ST	01/19/18
E180004	<div></div> MAIN ST	01/19/18

Total Entries: 3

Total Records: 13

Population: All Records  
Enforcement.DateFiled Between 1/1/2018 12:00:00 AM AND 2/5/2018 11:59:

## North Village Expenditures

Company	Description	Date	Amount
Whitmore Lake Properties, LLC	Deposit	5/4/2016	\$ 20,000.00
OHM Advisors	Prep of Parcel maps for property purchase	6/30/2016	\$ 387.00
OHM Advisors	Geotechnical Investigation	8/11/2016	\$ 14,400.00
Atwell, Inc.	ALTA Survey	8/31/2016	\$ 2,700.00
Whitmore Lake Properties, LLC	Purchase cost-Cashier's Check (minus deposit)	9/20/2016	\$ 316,940.37
McKenna Associates	Attend DDA meeting	Sept. 2016	\$ 220.00
OHM Advisors	MDOT easement & ALTA review	10/12/2016	\$ 1,108.50
McKenna Associates	Strategic Development Planning Contract	Multiple	\$ 16,500.00
SignsToYou	No Swimming Signs	10/5/2016	\$ 49.37
Paul Burns	Legal Fees - Property Closing	9/20/2016	\$ 1,200.00
OHM Advisors	Prop. Desc., sketch review, board mtg attendance	10/21/2016	\$ 1,289.50
Downtown Planning Group	Ribbon Cutting Ceremony*		
Dollar Bill Copying	Flyers	10/5/2016	\$ 300.54
Tim Saville (reimburse)	Ribbon Cutting Supplies	10/12/2016	\$ 40.49
Ann Arbor Portable Toilets	Porta-Potties	10/20/2016	\$ 160.00
A1 Engraving & Signs	Vinyl-Signs for Community Park	10/12/2016	\$ 254.40
Tami Menzel (reimburse)	Ribbon Cutting Supplies	10/19/2016	\$ 42.49
Alexander's Farm Market	Pumpkins	10/30/2016	\$ 50.00
Tim Saville (reimburse)	Straw Bales	10/22/2016	\$ 90.00
Rock Connection	limestone to fill holes in drive	10/22/2016	\$ 153.17
J&M Landscaping	Lawn mowing 10/21/16	11/16/2016	\$ 300.00
Northfield Township	Property Taxes	2/27/2017	\$ 20,080.14
Benchmark Outdoor Services	Tree Removal - down payment	2/27/2017	\$ 500.00
Benchmark Outdoor Services	Tree Removal - payment 2	4/6/2017	\$ 500.00
Benchmark Outdoor Services	Tree Removal - final payment	4/27/2017	\$ 150.00
McKenna Associates	RFP Discussion with Supervisor	May 2017	\$ 27.50
J&M Landscaping	Lawn Care 2017	Apr-Aug 2017	\$ 2,400.00
AJ's Maintenance Services	Sidewalk Snow Removal and Salt Application	Jan-Mar 2017	\$ 1,132.48
Northfield Township	2017 Summer Taxes	8/16/2017	\$ 15.47
McKenna Associates	Call w/ Trustee Beliger reg. site visit	July 2017	\$ 165.00
McKenna Associates	site visit to inspect trail locations	July 2017	\$ 330.00
McKenna Associates	North Village RFP - draft documents	10/31/2017	\$ 605.00
MMPW Services	Salt Application to sidewalks 11/12/17	12/13/2017	\$ 40.00
J&M Landscaping	lawn mowing Sept-Oct	Sept-Oct 2017	\$ 750.00
McKenna Associates	North Village RFP Prep - Oct 2017	1/10/2018	\$ 2,428.75
McKenna Associates	North Village RFP Prep - Nov 2017	1/10/2018	\$ 770.00
J&M Landscaping	Sidewalk Snow Removal and Salt Application	Dec 2017	\$ 1,950.00
J&M Landscaping	Sidewalk Snow Removal and Salt Application	Jan 2018	\$ 1,350.00
			\$ 409,380.17



February 7, 2018

Dear Northfield Township Board Members,

As requested, enclosed is the quarterly report of the rides provided by People's Express Inc. (PEX) for the residents of Northfield Township.

The column, 2017 Oct – Dec Qtr, is the new data on the report (as well as the 2017 Year Total which now includes the 2017 Oct – Dec Qtr data).

Please feel free to contact me if you have any questions.

Again, we thank you for your support.

Yours Truly,

Lenore Zelenock  
PEX Board Member

**People's Express Inc. (PEX)**  
**Rides for Northfield Township Residents**  
**2017**

	Memo: 2016 Oct – Dec Qtr	2017 Jan – Mar Qtr	2017 Apr – Jun Qtr	2017 Jul – Sep Qtr	2017 Oct – Dec Qtr	2017 Year Total
<b>Out-of-Town</b>	270	305	360	380	358	1,403
<b>In-Town</b>	191	203	190	283	273	949
<b>TOTALS</b>	461	508	550	663	631	2,352

**MEMO: CATEGORIES**

							Category Percentage
REGULAR	89	100	99	119	99	417	17.73%
SENIOR	135	119	185	205	225	734	31.21%
HANDICAPPED	164	134	192	192	193	711	30.23%
SR HANDICAPPED	73	155	74	147	114	490	20.83%
<b>TOTALS</b>	461	508	550	663	631	2,352	100.00%

by qtr 2017

2018 02 ride rpt for twp board

# MEMO

To: Northfield Township Board  
From: Lenore Zelenock, LPC Township Board Representative  
  
Date: 02/08/18  
Re: Land Preservation Committee (LPC) Update

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At the February 8<sup>th</sup> LPC meeting, “a conversation on land preservation” was held. The purpose was to have our residents and local experts join together to have “conversations” on the benefits of land preservation.

The revised by-laws with changes requested by the Township Board members were approved by the the LPC members at the January 11, 2018 LPC meeting. I forwarded the draft by-laws to the attorney on Feb. 8, 2018 based on the Township Board meeting on September 26, 2017 and the minutes which stated, “It was agreed to have the Township attorney review a revised draft and the issue of whether by-laws are appropriate and allow the Committee to review the revision before bring it back to the Board.”

P.S. Like us on Facebook at Northfield Township Land Preservation Committee.

**Northfield Township**  
**Financial Report**  
**Month Ending, January 31, 2018**

This report is a summary of the Township's investments and checking at the end of January 31, 2018.

Type	Fund/Account	Issuer	Value	Interest Rate	Purchase Date	Maturity Date	Accrued Interest	Interest Income
CD	WWTP	Morgan Stanley*	28,056.20	Zero Coupon	6/16/2009	5/20/2019	9,913.00	
CD	WWTP	Morgan Stanley*	250,000.00	1.15%	9/29/2017	1/8/2018	677.39	
CD	WWTP	Morgan Stanley*	250,000.00	1.10%	9/28/2017	1/11/2018	147.74	\$471.28
CD	WWTP	Morgan Stanley*	<u>22,000.00</u>	1.25%	9/28/2017	4/4/2018	<u>66.30</u>	
<b>Total WWTP</b>			<b>\$550,056.20</b>				<b>\$10,804.43</b>	<b>\$471.28</b>
CD	MIF (Fire Truck)	Morgan Stanley*	\$250,000.00	1.25%	9/28/2017	4/4/2018	753.42	
CD	MIF (Fire Truck)	Morgan Stanley*	<u>\$228,000.00</u>	1.25%	9/28/2017	4/4/2017	<u>687.12</u>	
<b>Total MIF</b>			<b>\$478,000.00</b>				<b><u>1,440.54</u></b>	<b><u>0.00</u></b>
<b>Total Investments</b>			<b>\$1,028,056.20</b>				<b>\$12,244.97</b>	<b>\$471.28</b>
							<b>2018</b>	<b>Month</b>
							<b>Interest Paid</b>	<b>Interest Earned</b>
Checking	MIF	1st National Bank	\$3,790,394.41	0.15%			\$439.16	\$439.16
Checking	Federal Drug Forfeiture	1st National Bank	226,470.00					
Checking	Police Narcotics	1st National Bank	147,222.42					
Checking	Trust & Agency	1st National Bank	50,979.58					
Checking	Health Account	1st National Bank	8,974.71					
Checking	Payroll	1st National Bank	28,187.33					
Checking	Tax Account	1st National Bank	<u>855,677.73</u>					
<b>Total Checking</b>			<b>\$5,107,906.18</b>				<b>\$439.16</b>	<b>\$439.16</b>
<b>Total Investments and Checking</b>			<b>\$6,135,962.38</b>				<b>\$12,684.13</b>	<b>\$910.44</b>

\* Please note the Morgan Stanley Numbers are from December 2017. At the time of the report, the January numbers were not available.

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

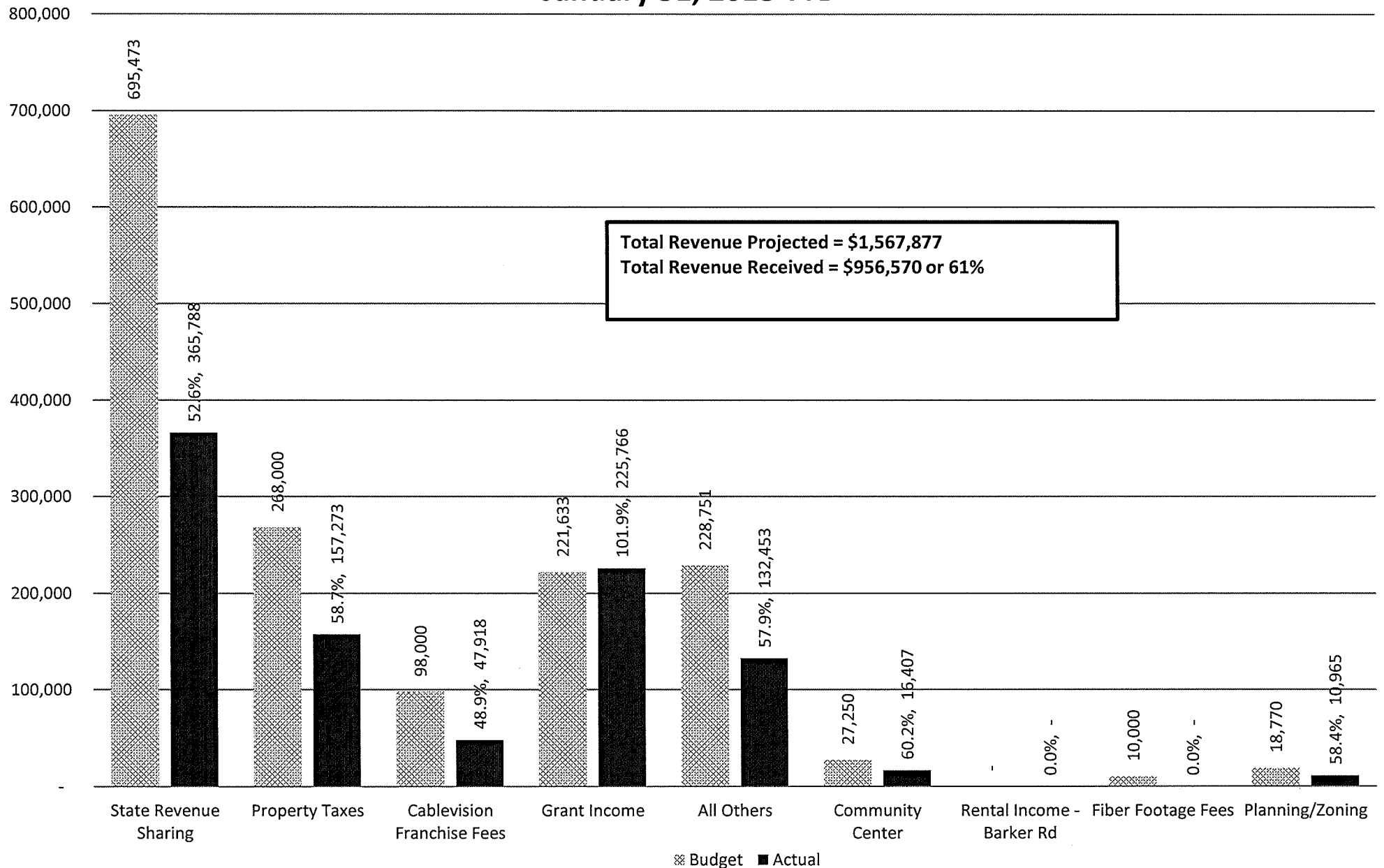
2/7/2018  
Submitted by: Lenore Zelenock, Treasurer

**FUND BALANCE REPORT**  
**Fund 101: GENERAL FUND**  
**2017-2018 FISCAL YEAR**  
**AS OF 1/31/18**

DESCRIPTION	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 06/30/17	2017-18 AMENDED BUDGET	2017-18 ACTIVITY THRU 1/31/18
TOTAL ESTIMATED REVENUES	1,298,501	1,289,475	1,387,068	1,567,877	956,570
TOTAL APPROPRIATIONS	1,245,166	2,026,556	2,201,219	1,357,110	708,165
NET OF REVENUES/APPROPRIATIONS - FUND 101	53,335	(737,081)	(814,151)	210,767	248,405
BEGINNING FUND BALANCE	1,550,163	1,603,499	1,603,499	789,348	789,348
ENDING FUND BALANCE	1,603,498	866,418	789,348	1,000,115	1,037,753
	Fund Bal % 129%	Fund Bal % 43%	Fund Bal % 36%	Fund Bal % 74%	Fund Bal % 147%

\*Fund Balance % = Ending Fund Balance as a Percentage of Total Appropriations

# NORTHFIELD TOWNSHIP GENERAL FUND Revenues Projected vs. Received January 31, 2018 YTD

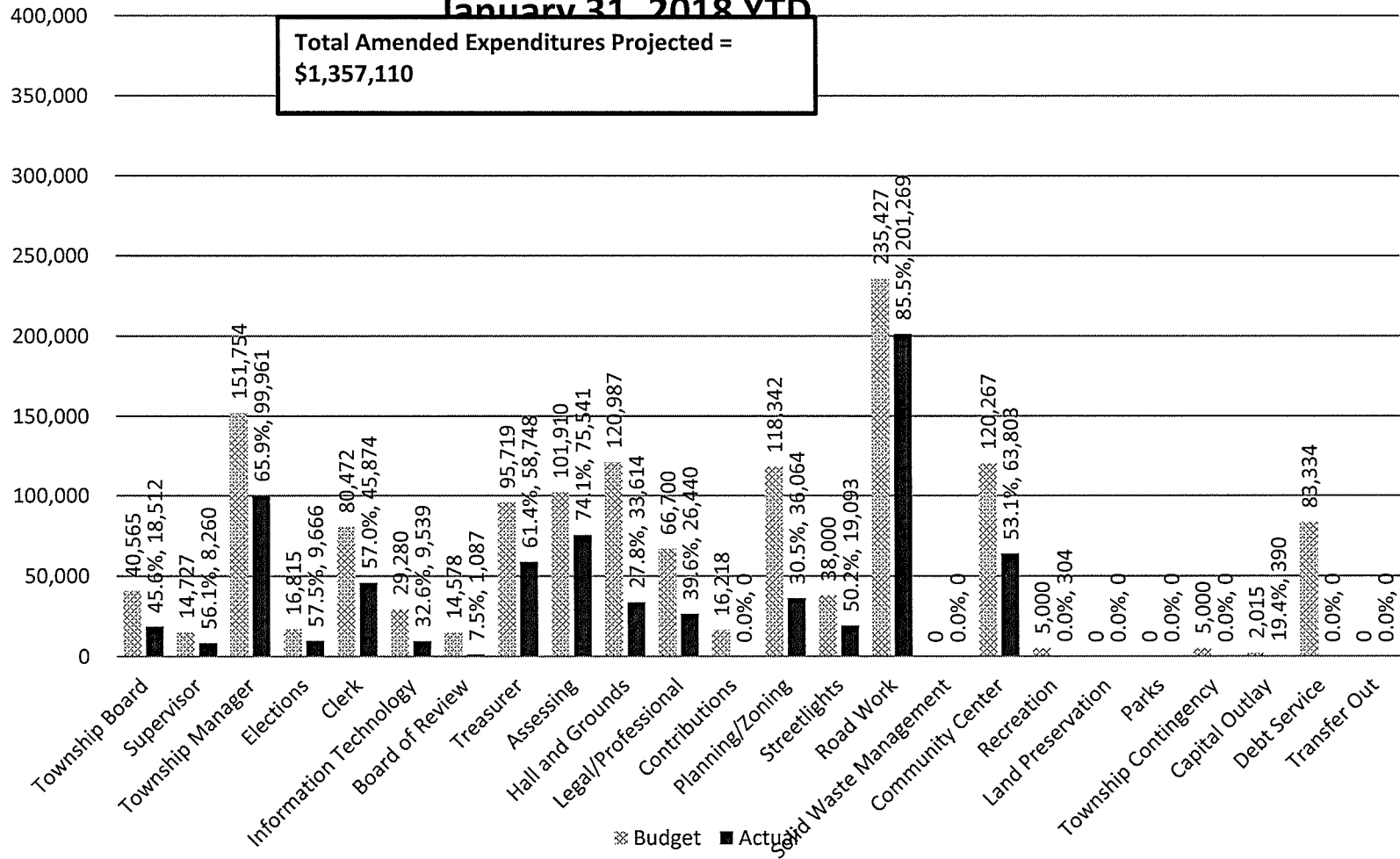


# NORTHFIELD TOWNSHIP GENERAL FUND

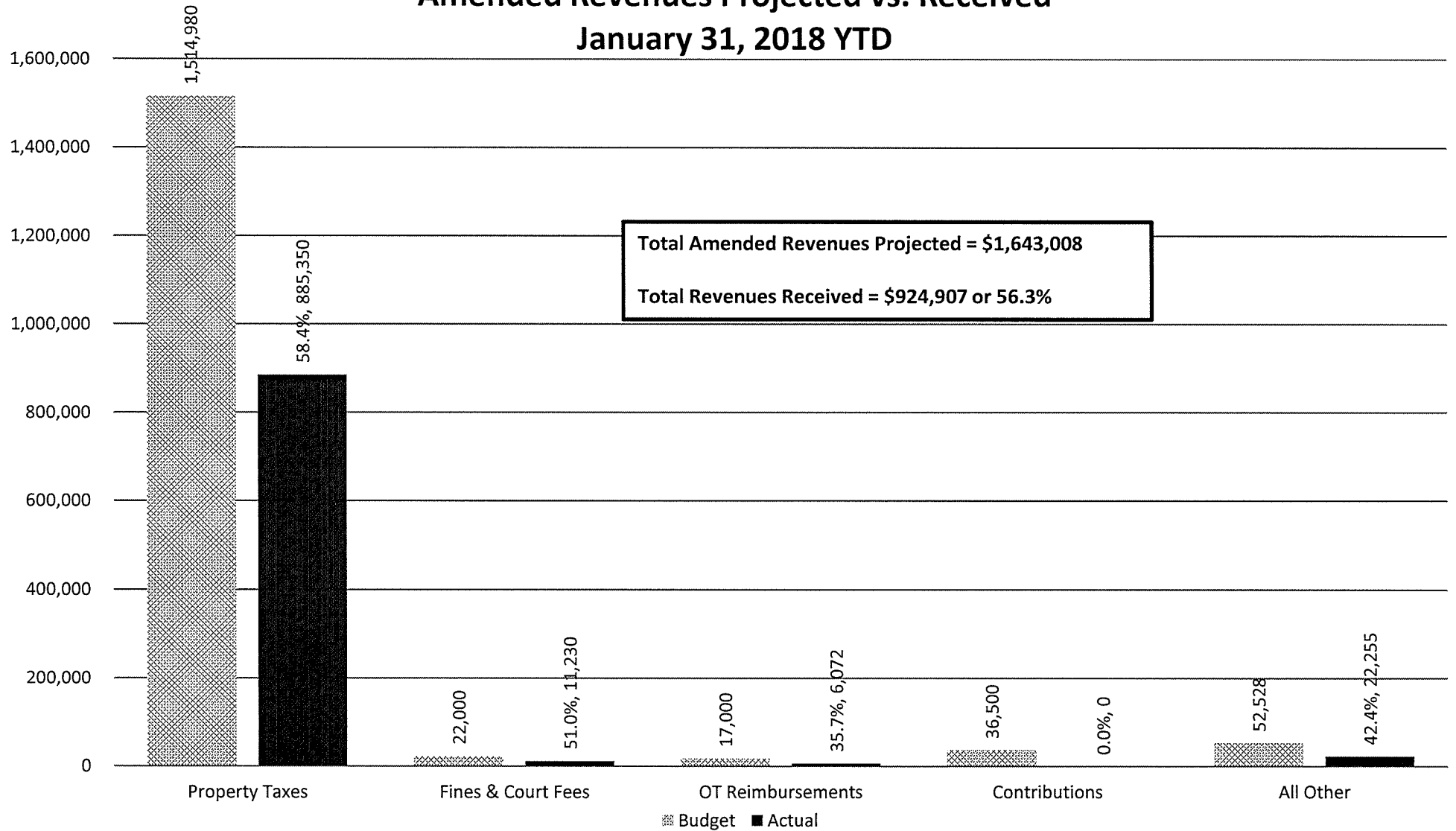
## Amended Expenditures Projected vs. Incurred

**January 31, 2018 VTD**

Total Amended Expenditures Projected =  
\$1,357,110

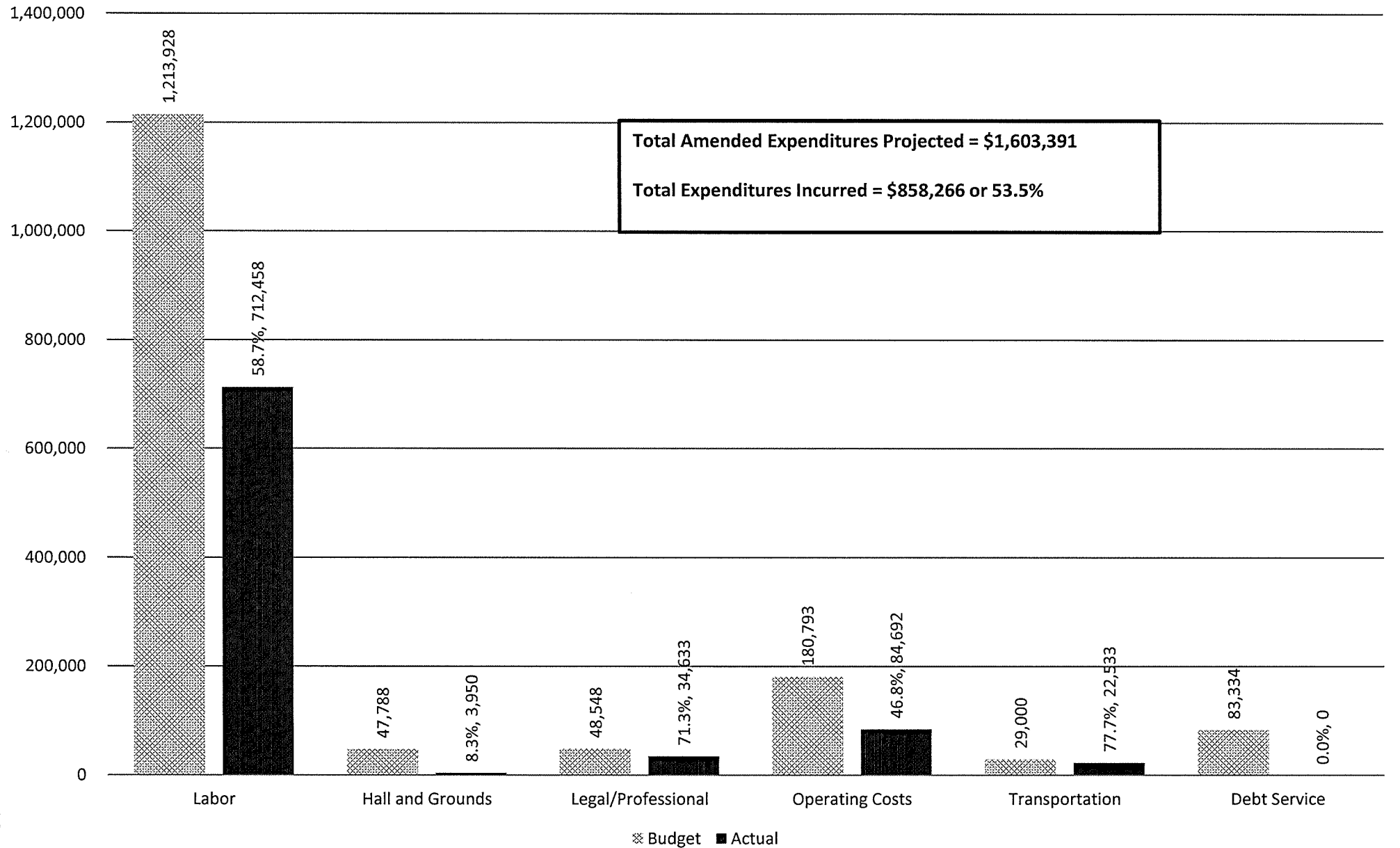


# **NORTHFIELD TOWNSHIP POLICE FUND Amended Revenues Projected vs. Received January 31, 2018 YTD**

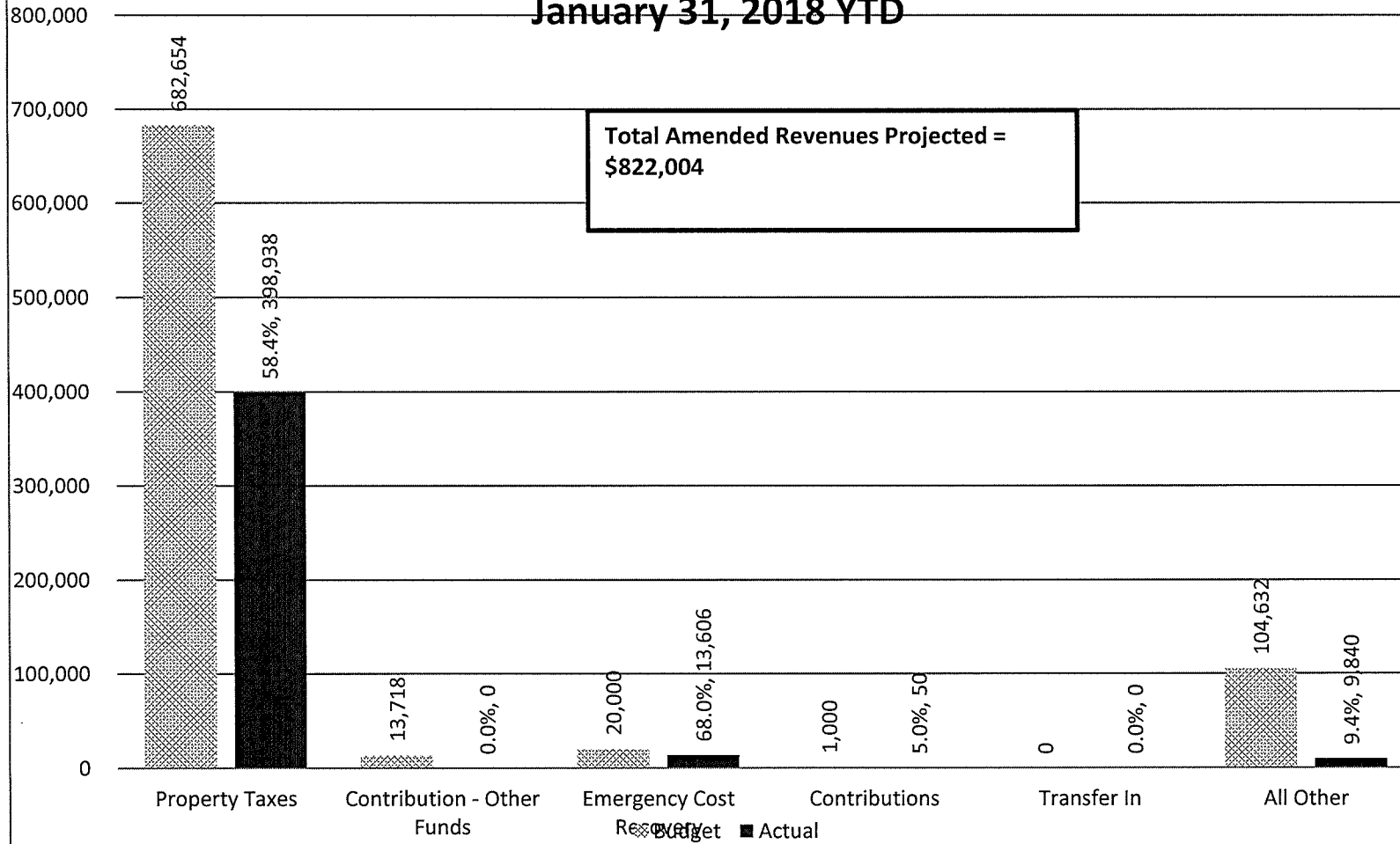




# NORTHFIELD TOWNSHIP POLICE FUND Amended Expenditures Projected vs. Incurred Januaryr 31, 2018 YTD



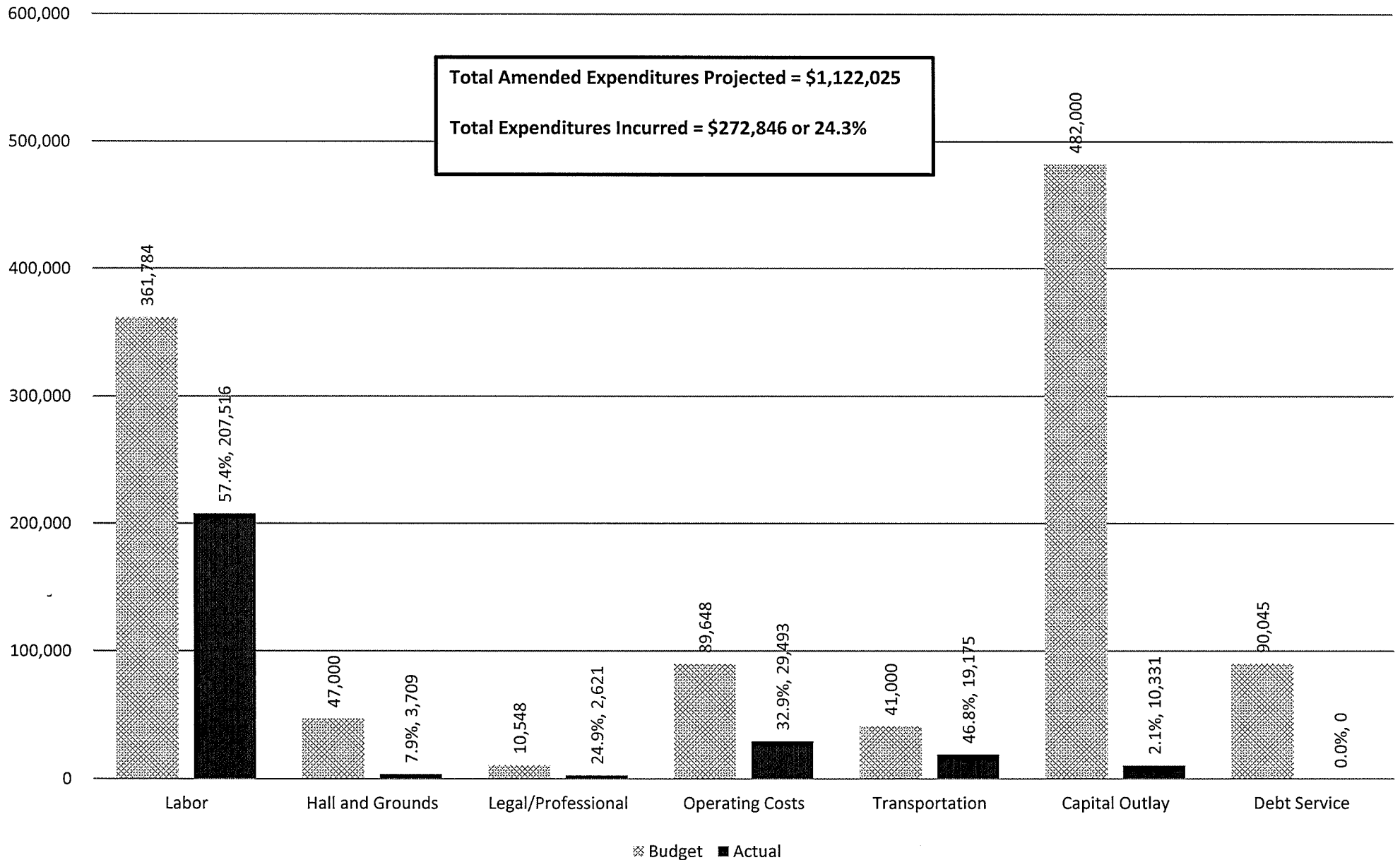
**NORTHFIELD TOWNSHIP  
FIRE/MEDICAL RESCUE FUND  
Amended Revenues Projected vs. Received  
January 31, 2018 YTD**



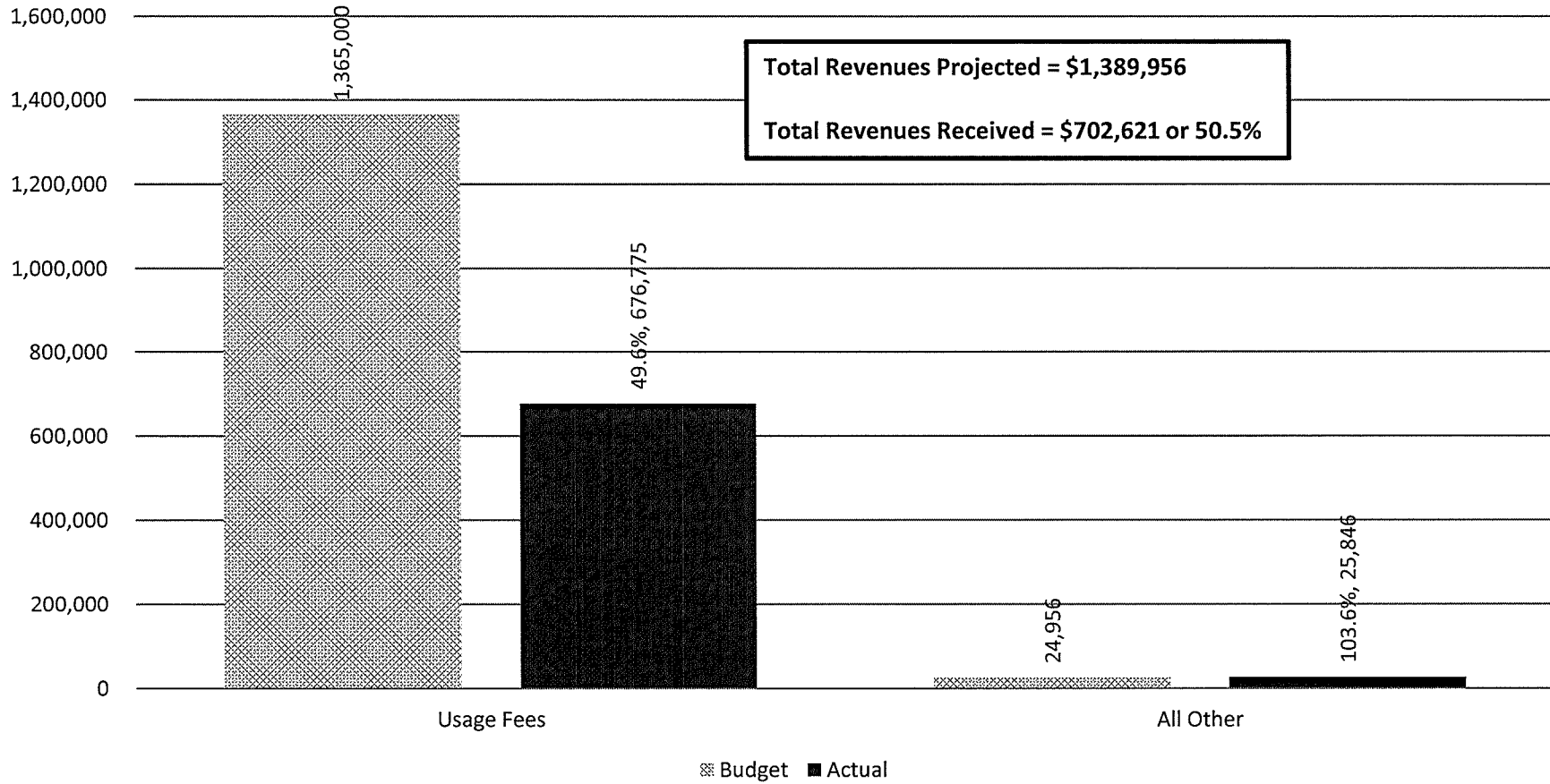
# NORTHFIELD TOWNSHIP FIRE/MEDICAL RESCUE FUND Amended Expenditures Projected vs. Incurred January 31, 2018 YTD

Total Amended Expenditures Projected = \$1,122,025

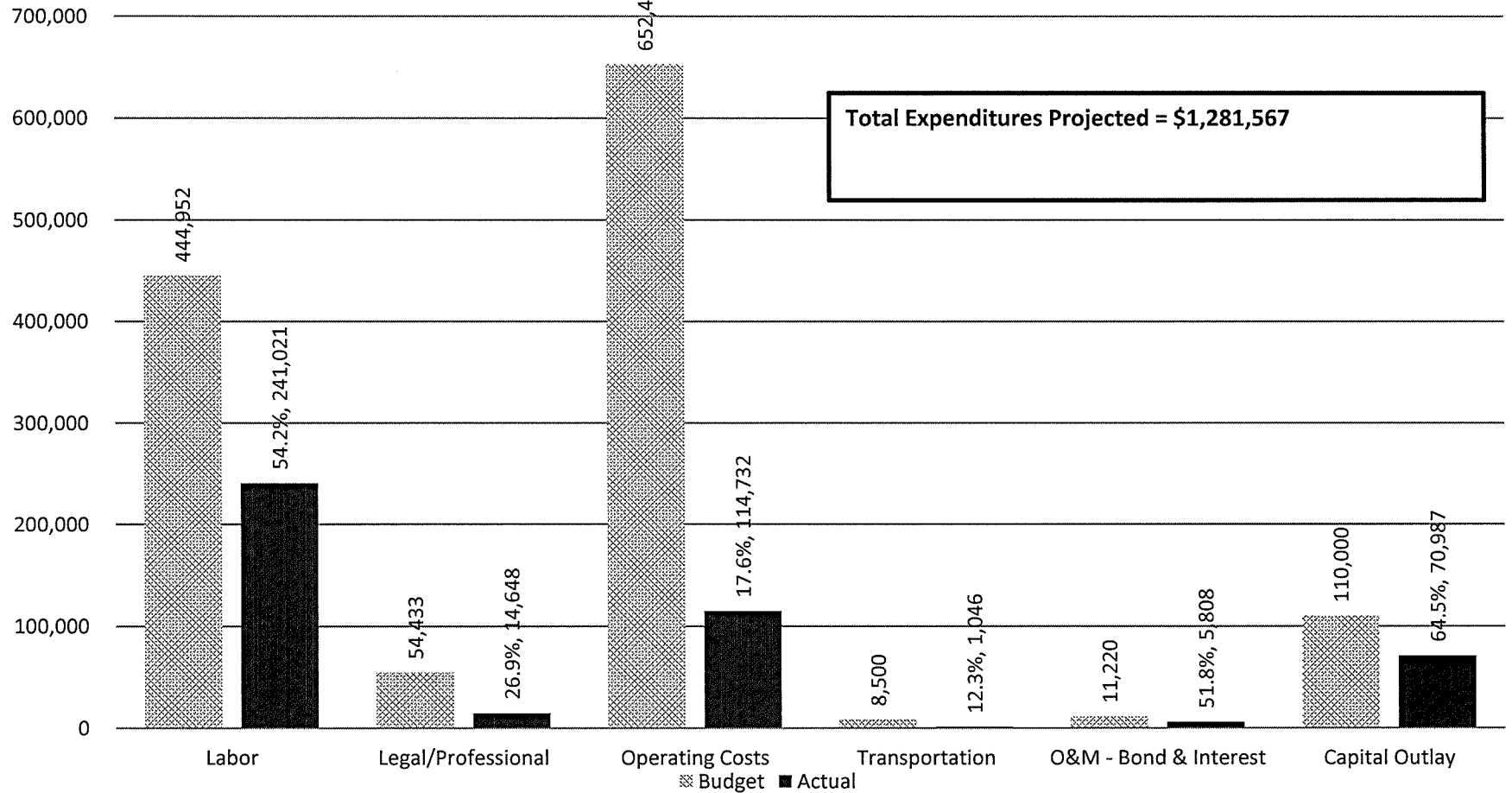
Total Expenditures Incurred = \$272,846 or 24.3%



# **NORTHFIELD TOWNSHIP WWTP FUND Revenues Projected vs. Received January 31, 2018 YTD**



# **NORTHFIELD TOWNSHIP WWTP FUND Amended Expenditures Projected vs. Incurred January 31, 2018 YTD**



**GENERAL FUND**

January, 2018

**Revenues**

	Budget	Actual	% of Budget Used
State Revenue Sharing	695,473	365,788	52.6%
Property Taxes	268,000	157,273	58.7%
Cablevision Franchise Fees	98,000	47,918	48.9%
Grant Income	221,633	225,766	101.9%
All Others	228,751	132,453	57.9%
Community Center	27,250	16,407	60.2%
Rental Income - Barker Rd	-	-	0.0%
Fiber Footage Fees	10,000	-	0.0%
Planning/Zoning	18,770	10,965	58.4%
	<u>1,567,877</u>	<u>956,570</u>	<u>61.0%</u>

**Expenditures**

	Budget	Actual	
Township Board	40,565	18,512	45.6%
Supervisor	14,727	8,260	56.1%
Township Manager	151,754	99,961	65.9%
Elections	16,815	9,666	57.5%
Clerk	80,472	45,874	57.0%
Information Technology	29,280	9,539	32.6%
Board of Review	14,578	1,087	7.5%
Treasurer	95,719	58,748	61.4%
Assessing	101,910	75,541	74.1%
Hall and Grounds	120,987	33,614	27.8%
Legal/Professional	66,700	26,440	39.6%
Contributions	16,218	0	0.0%
Planning/Zoning	118,342	36,064	30.5%
Streetlights	38,000	19,093	50.2%
Road Work	235,427	201,269	85.5%
Solid Waste Management	0	0	0.0%
Community Center	120,267	63,803	53.1%
Recreation	5,000	304	0.0%
Land Preservation	0	0	0.0%
Parks	0	0	0.0%
Township Contingency	5,000	0	0.0%
Capital Outlay	2,015	390	19.4%
Debt Service	83,334	0	0.0%
Transfer Out	0	0	0.0%
	<u>1,357,110</u>	<u>708,165</u>	<u>52.2%</u>

**LAW FUND****Revenues**

	Budget	Actual	% of Budget Used
Property Taxes	1,514,980	885,350	58.4%
Fines & Court Fees	22,000	11,230	51.0%
OT Reimbursements	17,000	6,072	35.7%
Contributions	36,500	0	0.0%
All Other	52,528	22,255	42.4%
	<u>1,643,008</u>	<u>924,907</u>	<u>56.3%</u>

**Expenditures**

	Budget	Actual	
Labor	1,213,928	712,458	58.7%
Hall and Grounds	47,788	3,950	8.3%
Legal/Professional	48,548	34,633	71.3%
Operating Costs	180,793	84,692	46.8%
Transportation	29,000	22,533	77.7%
Debt Service	83,334	0	0.0%
	<u>1,603,391</u>	<u>858,266</u>	<u>53.5%</u>

**FIRE FUND****Revenues**

	Budget	Actual	% of Budget Used
Property Taxes	682,654	398,938	58.4%
Contribution - Other Funds	13,718	0	0.0%
Emergency Cost Recovery	20,000	13,606	68.0%
Contributions	1,000	50	5.0%
Transfer In	0	0	0.0%
All Other	104,632	9,840	9.4%
	<u>822,004</u>	<u>422,434</u>	<u>51.4%</u>

**Expenditures**

	Budget	Actual	
Labor	361,784	207,516	57.4%
Hall and Grounds	47,000	3,709	7.9%
Legal/Professional	10,548	2,621	24.9%
Operating Costs	89,648	29,493	32.9%
Transportation	41,000	19,175	46.8%
Capital Outlay	482,000	10,331	2.1%
Debt Service	90,045	0	0.0%
	<u>1,122,025</u>	<u>272,846</u>	<u>24.3%</u>

**WWTP FUND****Revenues**

	Budget	Actual	% of Budget Used
Usage Fees	1,365,000	676,775	49.6%
All Other	24,956	25,846	103.6%
	<u>1,389,956</u>	<u>702,621</u>	<u>50.5%</u>

**Expenditures**

	Budget	Actual	
Labor	444,952	241,021	54.2%
Legal/Professional	54,433	14,648	26.9%
Operating Costs	652,462	114,732	17.6%
Transportation	8,500	1,046	12.3%
O&M - Bond & Interest	11,220	5,808	51.8%
Capital Outlay	110,000	70,987	64.5%
	<u>1,281,567</u>	<u>448,243</u>	<u>35.0%</u>

User: YVETTE  
DB: Northfield

## REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Page 1/30

PERIOD ENDING 01/31/2018  
% Fiscal Year Completed: 58.90

		2017-18			ACTIVITY FOR			
GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	ORIGINAL BUDGET	2017-18 AMENDED BUDGET	YTD BALANCE 01/31/2018	MONTH 01/31/18	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND								
Revenues								
Dept 000								
101-000-426.000	PRIOR YEAR TAX INTEREST	1,763.70	500.00	500.00	708.42	621.39	(208.42)	141.68
101-000-452.000	PEDDLER'S LICENSES	2.00	350.00	350.00	90.00	0.00	260.00	25.71
101-000-453.000	CABLEVISION FRANCHISE FEES	97,248.97	98,000.00	98,000.00	47,917.93	0.00	50,082.07	48.90
101-000-455.000	FIBER FOOTAGE FEES	10,370.86	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-000-573.000	STATE REVENUE SHARING - LCSA	4,573.49	45,000.00	4,573.00	0.00	0.00	4,573.00	0.00
101-000-574.000	STATE SHARED REVENUE	685,603.00	690,000.00	690,000.00	365,788.00	0.00	324,212.00	53.01
101-000-590.000	GRANT INCOME	0.00	221,633.00	221,633.00	225,766.05	0.00	(4,133.05)	101.86
101-000-626.000	COPY & FOIA INCOME	26.23	100.00	100.00	122.70	0.00	(22.70)	122.70
101-000-655.000	ORDINANCE FINES	2,407.45	0.00	0.00	2,331.15	0.00	(2,331.15)	100.00
101-000-665.000	INTEREST INCOME	2,376.86	1,000.00	1,000.00	3,292.82	439.16	(2,292.82)	329.28
101-000-666.000	DIVIDENDS	7,577.31	0.00	0.00	0.00	0.00	0.00	0.00
101-000-671.000	REIMBURSEMENT/OTHER INCOME	6,947.17	150.00	150.00	2,130.67	0.00	(1,980.67)	1,420.45
101-000-673.000	SALE OF FIXED ASSET	12,000.00	0.00	0.00	0.00	0.00	0.00	0.00
101-000-675.000	CONTRIBUTION-PRIVATE SOURCES	0.00	0.00	0.00	350.00	0.00	(350.00)	100.00
101-000-684.000	CELL TOWER INCOME	2,800.00	4,284.00	0.00	0.00	(357.00)	0.00	0.00
101-000-688.000	RENTAL INCOME - BARKER RD	9,960.00	9,960.00	0.00	0.00	(830.00)	0.00	0.00
Total Dept 000		843,657.04	1,080,977.00	1,026,306.00	648,497.74	(126.45)	377,808.26	63.19
Dept 191 - ELECTIONS								
101-191-671.000	REIMBURSEMENT/OTHER INCOME	10,355.81	6,500.00	6,500.00	4,549.06	3,782.06	1,950.94	69.99
Total Dept 191 - ELECTIONS		10,355.81	6,500.00	6,500.00	4,549.06	3,782.06	1,950.94	69.99
Dept 253 - TREASURER								
101-253-402.000	CURRENT PROPERTY TAX	263,055.07	268,000.00	268,000.00	157,272.61	147,252.93	110,727.39	58.68
101-253-404.000	MOBILE HOME LICENSE FEES	2,874.00	2,850.00	2,850.00	1,648.00	450.50	1,202.00	57.82
101-253-445.000	PENALTY & INTEREST ON TAXES	6,103.58	3,500.00	3,500.00	2.95	0.00	3,497.05	0.08
101-253-627.000	SUMMER TAX PREPARATION	13,665.00	14,000.00	14,000.00	13,740.00	0.00	260.00	98.14
101-253-680.000	TAX ADMINISTRATION FEES	150,103.75	150,000.00	150,000.00	101,346.65	50,951.93	48,653.35	67.56
Total Dept 253 - TREASURER		435,801.40	438,350.00	438,350.00	274,010.21	198,655.36	164,339.79	62.51
Dept 336 - CONTRIBUTIONS								
101-336-625.000	SEWER ADMINISTRATION	48,560.00	48,560.00	48,560.00	0.00	0.00	48,560.00	0.00
101-336-694.000	NON-MOTORIZED PATH	4,360.00	0.00	2,141.00	2,140.84	0.00	0.16	99.99
Total Dept 336 - CONTRIBUTIONS		52,920.00	48,560.00	50,701.00	2,140.84	0.00	48,560.16	4.22
Dept 412 - PLANNING/ZONING DEPT								
101-412-477.000	ZONING COMPLIANCE PERMITS	12,505.00	9,500.00	9,500.00	5,750.00	500.00	3,750.00	60.53
101-412-608.000	VARIANCES/APPEALS	1,430.00	2,000.00	2,000.00	3,050.00	0.00	(1,050.00)	152.50
101-412-614.000	PLANNING FEES	5,750.00	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
101-412-629.000	ZONING COPIES	55.60	25.00	25.00	0.00	0.00	25.00	0.00
101-412-637.000	SPLIT APPLICATIONS	2,240.00	2,400.00	2,400.00	(465.00)	(300.00)	2,865.00	(19.38)
101-412-671.000	REIMBURSEMENT/OTHER INCOME	0.00	0.00	845.00	2,630.00	1,950.00	(1,785.00)	311.24
Total Dept 412 - PLANNING/ZONING DEPT		21,980.60	17,925.00	18,770.00	10,965.00	2,150.00	7,805.00	58.42
Dept 666 - COMMUNITY CENTER								



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PERIOD ENDING 01/31/2018

% Fiscal Year Completed: 58.90

GL NUMBER	DESCRIPTION	END BALANCE	2017-18	2017-18	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		06/30/2017	ORIGINAL BUDGET	AMENDED BUDGET	01/31/2018	MONTH 01/31/18	BALANCE	USED
Fund 101 - GENERAL FUND								
Revenues								
101-666-590.000	GRANT INCOME	0.00	0.00	8,000.00	8,000.00	0.00	0.00	100.00
101-666-643.000	CC TRIPS	6,311.00	5,000.00	5,000.00	2,809.00	0.00	2,191.00	56.18
101-666-644.000	CC PROGRAMS	4,842.75	4,000.00	4,000.00	4,673.50	0.00	(673.50)	116.84
101-666-671.000	REIMBURSEMENT/OTHER INCOME	8,500.00	8,500.00	8,500.00	92.26	0.00	8,407.74	1.09
101-666-676.000	CONTRIBUTIONS - SCC	2,699.15	1,750.00	1,750.00	832.65	0.00	917.35	47.58
Total Dept 666 - COMMUNITY CENTER		22,352.90	19,250.00	27,250.00	16,407.41	0.00	10,842.59	60.21
TOTAL REVENUES		1,387,067.75	1,611,562.00	1,567,877.00	956,570.26	204,460.97	611,306.74	61.01
Expenditures								
Dept 101 - TOWNSHIP BOARD								
101-101-701.000	SALARIES	9,999.86	10,000.00	10,000.00	6,249.96	0.00	3,750.04	62.50
101-101-715.000	SOCIAL SECURITY	765.01	765.00	765.00	430.32	0.00	334.68	56.25
101-101-807.000	MEMBERSHIP DUES	10,349.81	10,500.00	10,500.00	2,594.00	0.00	7,906.00	24.70
101-101-836.000	WELFARE COSTS	10,000.00	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-101-860.000	FUEL & MILEAGE	0.00	0.00	500.00	190.46	0.00	309.54	38.09
101-101-900.000	PRINTING & PUBLICATIONS	6,511.35	7,500.00	7,500.00	3,023.02	199.65	4,476.98	40.31
101-101-956.000	MISCELLANEOUS	1,050.06	0.00	800.00	5,810.31	0.00	(5,010.31)	726.29
101-101-957.000	TRAINING & DEVELOPMENT	149.00	500.00	500.00	214.00	0.00	286.00	42.80
Total Dept 101 - TOWNSHIP BOARD		38,825.09	39,265.00	40,565.00	18,512.07	199.65	22,052.93	45.64
Dept 171 - SUPERVISOR								
101-171-701.000	SALARIES	12,499.90	12,500.00	12,500.00	7,211.55	1,442.31	5,288.45	57.69
101-171-715.000	SOCIAL SECURITY	993.02	957.00	957.00	551.68	110.34	405.32	57.65
101-171-807.000	MEMBERSHIP DUES	0.00	120.00	120.00	0.00	0.00	120.00	0.00
101-171-860.000	FUEL & MILEAGE	483.64	400.00	400.00	0.00	0.00	400.00	0.00
101-171-956.000	MISCELLANEOUS	61.03	0.00	0.00	0.00	0.00	0.00	0.00
101-171-957.000	TRAINING & DEVELOPMENT	764.30	750.00	750.00	496.63	0.00	253.37	66.22
Total Dept 171 - SUPERVISOR		14,801.89	14,727.00	14,727.00	8,259.86	1,552.65	6,467.14	56.09
Dept 172 - TOWNSHIP MANAGER								
101-172-701.000	SALARIES	64,939.21	55,000.00	68,750.00	34,615.44	8,653.86	34,134.56	50.35
101-172-704.000	CLERICAL/DEP /SUPER/ELECTION	29,043.94	29,640.00	29,640.00	16,200.46	2,881.44	13,439.54	54.66
101-172-715.000	SOCIAL SECURITY	11,359.68	10,055.00	11,107.00	6,002.53	1,328.24	5,104.47	54.04
101-172-716.000	HOSPITALIZATION	1,500.00	15,000.00	15,000.00	13,850.55	4,556.78	1,149.45	92.34
101-172-717.000	LIFE/DISB. INSURANCE	569.03	780.00	780.00	528.90	72.00	251.10	67.81
101-172-718.000	PENSION	5,061.40	5,500.00	6,875.00	2,019.22	865.38	4,855.78	29.37
101-172-722.000	CONTROLLER	52,709.45	46,800.00	46,800.00	27,888.75	6,007.50	18,911.25	59.59
101-172-734.000	BONUS	300.00	0.00	0.00	0.00	0.00	0.00	0.00
101-172-807.000	MEMBERSHIP DUES	0.00	0.00	0.00	130.00	0.00	(130.00)	100.00
101-172-818.000	CONTRACTUAL SERVICES	7,076.11	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
101-172-850.000	COMMUNICATION	306.10	0.00	550.00	184.90	50.70	365.10	33.62
101-172-860.000	FUEL & MILEAGE	186.39	500.00	500.00	0.00	0.00	500.00	0.00
101-172-927.000	ALLOCATE TO DEPARTMENTS	(41,964.16)	(32,748.00)	(32,748.00)	(1,930.50)	0.00	(30,817.50)	5.90
101-172-957.000	TRAINING & DEVELOPMENT	410.00	500.00	500.00	470.50	305.00	29.50	94.10
Total Dept 172 - TOWNSHIP MANAGER		131,497.15	135,027.00	151,754.00	99,960.75	24,720.90	51,793.25	65.87

## REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

PERIOD ENDING 01/31/2018

% Fiscal Year Completed: 58.90

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18		YTD BALANCE 01/31/2018	ACTIVITY FOR		% BDGT USED
			ORIGINAL BUDGET	2017-18 AMENDED BUDGET		MONTH 01/31/18	AVAILABLE BALANCE	
Fund 101 - GENERAL FUND								
Expenditures								
Dept 191 - ELECTIONS								
101-191-702.000	SALARIES	0.00	8,000.00	8,000.00	3,705.00	0.00	4,295.00	46.31
101-191-704.000	CLERICAL/DEP /SUPER/ELECTION	10,550.34	0.00	0.00	256.00	256.00	(256.00)	100.00
101-191-715.000	SOCIAL SECURITY	58.67	615.00	615.00	263.40	0.00	351.60	42.83
101-191-727.000	SUPPLIES	7,288.55	5,000.00	5,000.00	1,352.20	130.79	3,647.80	27.04
101-191-818.000	CONTRACTUAL SERVICES	675.00	1,000.00	1,000.00	600.00	0.00	400.00	60.00
101-191-851.000	POSTAGE	1,809.27	1,000.00	1,000.00	798.90	0.00	201.10	79.89
101-191-900.000	PRINTING & PUBLICATIONS	1,181.63	1,200.00	1,200.00	2,690.21	633.20	(1,490.21)	224.18
Total Dept 191 - ELECTIONS		21,563.46	16,815.00	16,815.00	9,665.71	1,019.99	7,149.29	57.48
Dept 215 - CLERK								
101-215-701.000	SALARIES	12,499.90	12,500.00	12,500.00	7,211.55	1,442.31	5,288.45	57.69
101-215-703.000	DEPUTY SALARIES	40,600.00	41,892.00	41,892.00	24,076.80	4,833.60	17,815.20	57.47
101-215-715.000	SOCIAL SECURITY	4,236.62	4,161.00	4,161.00	2,393.55	480.10	1,767.45	57.52
101-215-716.000	HOSPITALIZATION	6,863.47	8,650.00	8,650.00	5,496.85	1,922.23	3,153.15	63.55
101-215-717.000	LIFE/DISB. INSURANCE	494.28	605.00	605.00	334.46	47.78	270.54	55.28
101-215-718.000	PENSION	4,060.00	4,189.00	4,189.00	2,407.68	483.36	1,781.32	57.48
101-215-723.000	RECORD SEC	12,855.00	7,720.00	7,720.00	3,840.00	1,250.00	3,880.00	49.74
101-215-734.000	BONUS	300.00	0.00	0.00	0.00	0.00	0.00	0.00
101-215-807.000	MEMBERSHIP DUES	0.00	100.00	100.00	0.00	0.00	100.00	0.00
101-215-860.000	FUEL & MILEAGE	273.92	150.00	150.00	108.60	0.00	41.40	72.40
101-215-922.000	LATE FEES AND PENALTIES	0.00	0.00	5.00	5.00	0.00	0.00	100.00
101-215-957.000	TRAINING & DEVELOPMENT	248.23	500.00	500.00	0.00	0.00	500.00	0.00
Total Dept 215 - CLERK		82,431.42	80,467.00	80,472.00	45,874.49	10,459.38	34,597.51	57.01
Dept 228 - INFORMATION TECHNOLOGY								
101-228-936.000	SOFTWARE	0.00	14,220.00	14,220.00	6,899.01	177.51	7,320.99	48.52
101-228-948.000	COMPUTER SERVICES	0.00	15,060.00	15,060.00	2,640.00	2,640.00	12,420.00	17.53
Total Dept 228 - INFORMATION TECHNOLOGY		0.00	29,280.00	29,280.00	9,539.01	2,817.51	19,740.99	32.58
Dept 247 - BOARD OF REVIEW								
101-247-706.000	BOARD OF REVIEW FEE	825.00	2,000.00	2,000.00	117.00	90.00	1,883.00	5.85
101-247-715.000	SOCIAL SECURITY	63.13	153.00	153.00	8.94	6.87	144.06	5.84
101-247-723.000	RECORD SEC	1,280.00	1,500.00	1,500.00	390.00	195.00	1,110.00	26.00
101-247-900.000	PRINTING & PUBLICATIONS	682.00	800.00	800.00	0.00	0.00	800.00	0.00
101-247-956.000	MISCELLANEOUS	0.00	125.00	125.00	12.90	0.00	112.10	10.32
101-247-959.000	TRIBUNALS AND DRAINS	16,114.18	10,000.00	10,000.00	558.40	0.00	9,441.60	5.58
Total Dept 247 - BOARD OF REVIEW		18,964.31	14,578.00	14,578.00	1,087.24	291.87	13,490.76	7.46
Dept 253 - TREASURER								
101-253-701.000	SALARIES	12,499.90	12,500.00	12,500.00	7,211.55	1,442.31	5,288.45	57.69
101-253-703.000	DEPUTY SALARIES	33,587.54	39,686.00	39,686.00	21,602.79	4,483.80	18,083.21	54.43
101-253-704.000	CLERICAL/DEP /SUPER/ELECTION	22,543.14	23,400.00	23,400.00	11,598.75	2,355.00	11,801.25	49.57
101-253-715.000	SOCIAL SECURITY	5,220.58	5,954.00	5,954.00	2,909.55	597.11	3,044.45	48.87
101-253-716.000	HOSPITALIZATION	11,153.61	13,200.00	13,200.00	8,758.37	3,827.43	4,441.63	66.35
101-253-717.000	LIFE/DISB. INSURANCE	311.04	668.00	668.00	321.09	45.87	346.91	48.07
101-253-718.000	PENSION	1,684.94	3,969.00	3,969.00	2,175.51	448.38	1,793.49	54.81
101-253-734.000	BONUS	300.00	0.00	0.00	0.00	0.00	0.00	0.00

## REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

PERIOD ENDING 01/31/2018

% Fiscal Year Completed: 58.90

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18		YTD BALANCE 01/31/2018	ACTIVITY FOR		% BDGT USED
			ORIGINAL BUDGET	2017-18 AMENDED BUDGET		MONTH 01/31/18	AVAILABLE BALANCE	
Fund 101 - GENERAL FUND								
Expenditures								
101-253-803.000	LEGAL	6,000.00	6,000.00	6,000.00	3,500.00	500.00	2,500.00	58.33
101-253-804.000	TAX STATEMENT PREPARATION	2,355.39	1,700.00	1,700.00	610.59	0.00	1,089.41	35.92
101-253-807.000	MEMBERSHIP DUES	10.00	120.00	120.00	0.00	0.00	120.00	0.00
101-253-818.000	CONTRACTUAL SERVICES	11,025.33	0.00	0.00	0.00	0.00	0.00	0.00
101-253-851.000	POSTAGE	4,469.06	3,800.00	3,800.00	1,597.69	0.00	2,202.31	42.04
101-253-860.000	FUEL & MILEAGE	682.19	325.00	325.00	217.23	55.86	107.77	66.84
101-253-927.000	ALLOCATE TO DEPARTMENTS	(25,309.00)	(17,103.00)	(17,103.00)	(2,235.00)	0.00	(14,868.00)	13.07
101-253-956.000	MISCELLANEOUS	510.94	750.00	750.00	235.68	50.00	514.32	31.42
101-253-957.000	TRAINING & DEVELOPMENT	1,480.50	750.00	750.00	244.50	146.50	505.50	32.60
Total Dept 253 - TREASURER		88,525.16	95,719.00	95,719.00	58,748.30	13,952.26	36,970.70	61.38
Dept 257 - ASSESSING								
101-257-709.000	ASST ASSESSOR	42,180.00	43,140.00	43,140.00	24,794.41	4,977.60	18,345.59	57.47
101-257-715.000	SOCIAL SECURITY	3,249.72	3,301.00	3,301.00	1,896.78	380.79	1,404.22	57.46
101-257-716.000	HOSPITALIZATION	18,386.54	17,830.00	17,830.00	11,606.40	5,308.64	6,223.60	65.09
101-257-717.000	LIFE/DISB. INSURANCE	545.28	668.00	668.00	341.95	48.85	326.05	51.19
101-257-718.000	PENSION	4,218.00	4,314.00	4,314.00	2,479.44	497.76	1,834.56	57.47
101-257-727.000	SUPPLIES	777.95	1,000.00	1,000.00	10.39	0.00	989.61	1.04
101-257-734.000	BONUS	300.00	0.00	0.00	0.00	0.00	0.00	0.00
101-257-807.000	MEMBERSHIP DUES	13.00	250.00	250.00	13.00	0.00	237.00	5.20
101-257-818.000	CONTRACTUAL SERVICES	63,704.96	64,640.00	64,640.00	34,999.98	5,833.33	29,640.02	54.15
101-257-851.000	POSTAGE	1,870.38	2,500.00	2,500.00	1,783.92	0.00	716.08	71.36
101-257-860.000	FUEL & MILEAGE	154.16	200.00	200.00	31.03	0.00	168.97	15.52
101-257-900.000	PRINTING & PUBLICATIONS	1,250.70	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-257-927.000	ALLOCATE TO DEPARTMENTS	(34,280.00)	(37,933.00)	(37,933.00)	(2,436.00)	0.00	(35,497.00)	6.42
101-257-957.000	TRAINING & DEVELOPMENT	25.00	500.00	500.00	20.00	0.00	480.00	4.00
Total Dept 257 - ASSESSING		102,395.69	101,910.00	101,910.00	75,541.30	17,046.97	26,368.70	74.13
Dept 265 - HALL AND GROUNDS								
101-265-710.000	JANITORIAL SALARIES	5,895.00	6,435.00	6,435.00	3,598.20	524.70	2,836.80	55.92
101-265-715.000	SOCIAL SECURITY	450.99	493.00	493.00	275.28	40.14	217.72	55.84
101-265-727.000	SUPPLIES	10,251.12	11,000.00	11,000.00	5,789.28	939.84	5,210.72	52.63
101-265-731.000	WORKERS COMP INSURANCE	2,379.70	3,178.00	3,178.00	0.00	0.00	3,178.00	0.00
101-265-816.000	GROUNDS/CLEANG/JANITORL SERVIC	12,825.02	12,500.00	12,500.00	8,810.00	6,030.00	3,690.00	70.48
101-265-821.000	PSB MAINT & OPS ALLOCATION	33,403.16	46,667.00	46,667.00	2,828.00	0.00	43,839.00	6.06
101-265-850.000	COMMUNICATION	6,463.58	2,700.00	2,700.00	1,458.04	259.72	1,241.96	54.00
101-265-851.000	POSTAGE	2,673.20	5,000.00	5,000.00	1,136.40	185.90	3,863.60	22.73
101-265-910.000	INSURANCE & BONDS	23,875.00	24,068.00	24,068.00	0.00	0.00	24,068.00	0.00
101-265-920.000	UTILITIES	197.50	205.00	205.00	93.31	31.85	111.69	45.52
101-265-927.000	ALLOCATE TO DEPARTMENTS	(3,690.00)	(4,000.00)	(4,000.00)	(118.00)	0.00	(3,882.00)	2.95
101-265-929.000	GRANT EXPENSE	0.00	0.00	440.00	439.85	0.00	0.15	99.97
101-265-930.000	REPAIRS & MAINTENANCE	20,065.80	4,800.00	4,800.00	4,750.90	0.00	49.10	98.98
101-265-938.000	CHARGEBACKS - PRIOR TAX YEARS	1,049.80	1,000.00	1,801.00	1,700.49	0.00	100.51	94.42
101-265-940.000	RENTAL EQUIPMENT	5,756.39	5,400.00	5,400.00	2,852.42	455.47	2,547.58	52.82
101-265-956.000	MISCELLANEOUS	10.00	300.00	300.00	0.00	0.00	300.00	0.00
Total Dept 265 - HALL AND GROUNDS		121,606.26	119,746.00	120,987.00	33,614.17	8,467.62	87,372.83	27.78
Dept 270 - LEGAL/PROFESSIONAL								
101-270-800.000	OTHER PROFESSIONAL FEES	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00
101-270-802.000	AUDIT FEES	6,300.00	6,300.00	6,300.00	6,300.00	0.00	0.00	100.00

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## REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

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% Fiscal Year Completed: 58.90

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18		YTD BALANCE 01/31/2018	ACTIVITY FOR		% BDGT USED
			ORIGINAL BUDGET	2017-18 AMENDED BUDGET		MONTH 01/31/18	AVAILABLE BALANCE	
Fund 101 - GENERAL FUND								
Expenditures								
101-270-803.000	LEGAL	123,494.64	96,000.00	96,000.00	46,402.16	5,937.50	49,597.84	48.34
101-270-806.000	ENGINEER	32,943.78	10,000.00	10,000.00	337.50	307.50	9,662.50	3.38
101-270-927.000	ALLOCATE TO DEPARTMENTS	(45,600.00)	(45,600.00)	(45,600.00)	(26,600.00)	(3,800.00)	(19,000.00)	58.33
Total Dept 270 - LEGAL/PROFESSIONAL		122,138.42	66,700.00	66,700.00	26,439.66	2,445.00	40,260.34	39.64
Dept 336 - CONTRIBUTIONS								
101-336-933.000	CONTRIBUTION - INDEPENDENCE DA	2,500.00	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
101-336-964.000	CONTRIBUTION-FIRE & MED RES	25,000.00	25,000.00	13,718.00	0.00	0.00	13,718.00	0.00
Total Dept 336 - CONTRIBUTIONS		27,500.00	27,500.00	16,218.00	0.00	0.00	16,218.00	0.00
Dept 412 - PLANNING/ZONING DEPT								
101-412-707.000	ZBA SALARIES	6,306.25	3,000.00	3,000.00	1,400.00	0.00	1,600.00	46.67
101-412-715.000	SOCIAL SECURITY	1,308.63	1,148.00	1,148.00	529.76	53.55	618.24	46.15
101-412-723.000	RECORD SEC	9,620.00	7,020.00	7,020.00	2,790.00	855.00	4,230.00	39.74
101-412-726.000	PLANN COMM	10,800.00	12,000.00	12,000.00	4,900.00	700.00	7,100.00	40.83
101-412-727.000	SUPPLIES	0.00	200.00	200.00	0.00	0.00	200.00	0.00
101-412-800.000	OTHER PROFESSIONAL FEES	10.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-412-801.000	PLANNER FEES	35,050.50	42,640.00	47,250.00	17,225.00	3,592.50	30,025.00	36.46
101-412-809.000	CODE ENFORCEMENT	4,100.00	0.00	0.00	0.00	0.00	0.00	0.00
101-412-823.000	ZONING ADMINISTRATION	10,937.50	12,000.00	12,000.00	5,929.75	1,380.00	6,070.25	49.41
101-412-851.000	POSTAGE	189.75	250.00	250.00	197.41	19.52	52.59	78.96
101-412-860.000	FUEL & MILEAGE	570.29	500.00	500.00	504.46	52.18	(4.46)	100.89
101-412-900.000	PRINTING & PUBLICATIONS	2,753.29	2,500.00	2,500.00	810.52	104.83	1,689.48	32.42
101-412-927.000	ALLOCATE TO DEPARTMENTS	23,467.00	29,974.00	29,974.00	1,777.00	0.00	28,197.00	5.93
101-412-957.000	TRAINING & DEVELOPMENT	1,530.00	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
Total Dept 412 - PLANNING/ZONING DEPT		106,643.21	113,732.00	118,342.00	36,063.90	6,757.58	82,278.10	30.47
Dept 448 - STREET LIGHTS								
101-448-920.000	UTILITIES	38,072.30	36,000.00	38,000.00	19,092.68	3,348.84	18,907.32	50.24
Total Dept 448 - STREET LIGHTS		38,072.30	36,000.00	38,000.00	19,092.68	3,348.84	18,907.32	50.24
Dept 449 - ROAD WORK								
101-449-805.000	PATHWAYS AND SIDEWALKS	259,691.07	125,000.00	0.00	0.00	0.00	0.00	0.00
101-449-813.000	ROADWORK	28,460.25	37,000.00	37,000.00	28,761.86	0.00	8,238.14	77.73
101-449-814.000	ROAD IMPROVEMENTS	93,465.05	122,530.00	122,530.00	96,610.43	0.00	25,919.57	78.85
101-449-929.000	GRANT EXPENSE	76,510.62	221,633.00	75,897.00	75,896.55	0.00	0.45	100.00
Total Dept 449 - ROAD WORK		458,126.99	506,163.00	235,427.00	201,268.84	0.00	34,158.16	85.49
Dept 666 - COMMUNITY CENTER								
101-666-701.000	SALARIES	44,960.00	45,989.00	45,989.00	26,433.82	5,306.79	19,555.18	57.48
101-666-702.000	SALARIES	1,253.44	4,830.00	4,830.00	0.00	0.00	4,830.00	0.00
101-666-710.000	JANITORIAL SALARIES	4,160.00	4,420.00	4,420.00	2,400.00	320.00	2,020.00	54.30
101-666-715.000	SOCIAL SECURITY	4,014.98	4,226.00	4,226.00	4,267.68	1,827.83	(41.68)	100.99
101-666-716.000	HOSPITALIZATION	9,126.39	9,300.00	9,300.00	3,658.98	678.07	5,641.02	39.34
101-666-717.000	LIFE/DISB. INSURANCE	524.16	642.00	642.00	358.96	51.28	283.04	55.91
101-666-718.000	PENSION	4,496.00	4,599.00	4,599.00	2,643.20	530.64	1,955.80	57.47

## REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

PERIOD ENDING 01/31/2018  
% Fiscal Year Completed: 58.90

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18		YTD BALANCE 01/31/2018	ACTIVITY FOR	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	2017-18 AMENDED BUDGET		MONTH 01/31/18		
Fund 101 - GENERAL FUND								
Expenditures								
101-666-727.000	SUPPLIES	1,723.27	2,000.00	2,000.00	595.50	69.13	1,404.50	29.78
101-666-731.000	WORKERS COMP INSURANCE	468.82	549.00	549.00	0.00	0.00	549.00	0.00
101-666-807.000	MEMBERSHIP DUES	110.00	125.00	125.00	120.00	120.00	5.00	96.00
101-666-812.000	CC TRIPS	4,460.98	3,600.00	3,600.00	3,899.91	300.00	(299.91)	108.33
101-666-815.000	CC PROGRAMS	9,311.41	10,000.00	10,000.00	6,819.59	1,350.82	3,180.41	68.20
101-666-816.000	GROUNDS/CLEANG/JANITORL SERVIC	2,141.92	3,425.00	3,425.00	1,295.00	960.00	2,130.00	37.81
101-666-822.000	SENIOR NUTRITION	2,415.12	2,000.00	2,000.00	1,013.23	166.51	986.77	50.66
101-666-836.000	COMMUNITY EXPENSE	1,004.30	1,750.00	1,750.00	567.48	75.91	1,182.52	32.43
101-666-850.000	COMMUNICATION	2,491.64	2,760.00	2,760.00	1,839.32	475.70	920.68	66.64
101-666-851.000	POSTAGE	857.80	800.00	800.00	58.80	58.80	741.20	7.35
101-666-860.000	FUEL & MILEAGE	0.00	200.00	200.00	0.00	0.00	200.00	0.00
101-666-900.000	PRINTING & PUBLICATIONS	630.00	1,300.00	1,300.00	0.00	0.00	1,300.00	0.00
101-666-910.000	INSURANCE & BONDS	1,083.00	1,131.00	1,131.00	0.00	0.00	1,131.00	0.00
101-666-920.000	UTILITIES	2,874.21	3,036.00	3,036.00	1,239.21	305.66	1,796.79	40.82
101-666-922.000	LATE FEES AND PENALTIES	0.00	0.00	125.00	200.94	36.40	(75.94)	160.75
101-666-929.000	GRANT EXPENSE	0.00	0.00	7,560.00	3,718.30	0.00	3,841.70	49.18
101-666-930.000	REPAIRS & MAINTENANCE	7,960.75	3,500.00	3,500.00	1,364.38	63.36	2,135.62	38.98
101-666-936.000	SOFTWARE	0.00	0.00	0.00	31.50	16.20	(31.50)	100.00
101-666-940.000	RENTAL EQUIPMENT	831.65	2,400.00	2,400.00	1,257.04	179.58	1,142.96	52.38
101-666-970.000	EQUIPMENT	219.00	0.00	0.00	19.97	0.00	(19.97)	100.00
Total Dept 666 - COMMUNITY CENTER		107,118.84	112,582.00	120,267.00	63,802.81	12,892.68	56,464.19	53.05
Dept 753 - RECREATION BOARD								
101-753-727.000	SUPPLIES	4,058.83	4,500.00	4,800.00	193.09	0.00	4,606.91	4.02
101-753-931.000	PARK MAINITENANCE	0.00	500.00	200.00	110.91	16.29	89.09	55.46
Total Dept 753 - RECREATION BOARD		4,058.83	5,000.00	5,000.00	304.00	16.29	4,696.00	6.08
Dept 754 - LAND PRESERVATION								
101-754-810.000	CONSULTANTS	0.00	3,000.00	0.00	0.00	0.00	0.00	0.00
101-754-851.000	POSTAGE	0.00	500.00	0.00	0.00	0.00	0.00	0.00
101-754-900.000	PRINTING & PUBLICATIONS	0.00	1,500.00	0.00	0.00	0.00	0.00	0.00
Total Dept 754 - LAND PRESERVATION		0.00	5,000.00	0.00	0.00	0.00	0.00	0.00
Dept 757 - PARKS								
101-757-801.000	PLANNER FEES	16,500.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 757 - PARKS		16,500.00	0.00	0.00	0.00	0.00	0.00	0.00
Dept 850 - TOWNSHIP CONTINGENCY								
101-850-905.000	CONTINGENCY FUNDS	3,041.03	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 850 - TOWNSHIP CONTINGENCY		3,041.03	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
Dept 900 - CAPITAL OUTLAY								
101-900-972.000	COMPUTER	1,984.81	2,000.00	2,000.00	375.00	0.00	1,625.00	18.75
101-900-978.000	LAND ACQUISITION	360,728.48	0.00	15.00	15.47	0.00	(0.47)	103.13

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% Fiscal Year Completed: 58.90

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 ORIGINAL BUDGET	2017-18 AMENDED BUDGET	YTD BALANCE 01/31/2018	ACTIVITY FOR MONTH 01/31/18	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND								
Expenditures								
Total Dept 900 - CAPITAL OUTLAY		362,713.29	2,000.00	2,015.00	390.47	0.00	1,624.53	19.38
Dept 905 - DEBT SERVICE								
101-905-985.000	PSB SHARE OF BOND PMT	84,695.26	83,334.00	83,334.00	0.00	0.00	83,334.00	0.00
Total Dept 905 - DEBT SERVICE		84,695.26	83,334.00	83,334.00	0.00	0.00	83,334.00	0.00
Dept 999 - TRANSFERS OUT								
101-999-999.000	TRANSFER OUT	250,000.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 999 - TRANSFERS OUT		250,000.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		2,201,218.60	1,610,545.00	1,357,110.00	708,165.26	105,989.19	648,944.74	52.18
Fund 101 - GENERAL FUND:								
TOTAL REVENUES		1,387,067.75	1,611,562.00	1,567,877.00	956,570.26	204,460.97	611,306.74	61.01
TOTAL EXPENDITURES		2,201,218.60	1,610,545.00	1,357,110.00	708,165.26	105,989.19	648,944.74	52.18
NET OF REVENUES & EXPENDITURES		(814,150.85)	1,017.00	210,767.00	248,405.00	98,471.78	(37,638.00)	117.86
BEG. FUND BALANCE		1,603,498.65	789,347.80	789,347.80	789,347.80			
END FUND BALANCE		789,347.80	790,364.80	1,000,114.80	1,037,752.80			

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GL NUMBER	DESCRIPTION	END BALANCE	2017-18	2017-18	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		06/30/2017	ORIGINAL BUDGET	AMENDED BUDGET	01/31/2018	MONTH 01/31/18	BALANCE	USED
Fund 207 - LAW ENFORCEMENT FUND								
Revenues								
Dept 000								
207-000-402.000	CURRENT PROPERTY TAX	1,480,665.64	1,514,980.00	1,514,980.00	885,349.63	828,943.58	629,630.37	58.44
207-000-441.000	STATE REVENUE SHARING - LCSA	25,227.87	0.00	25,228.00	0.00	0.00	25,228.00	0.00
207-000-445.000	PENALTY & INTEREST ON TAXES	473.32	500.00	500.00	15.78	0.00	484.22	3.16
207-000-570.000	LIQUOR LICENSE & PERMITS	3,386.35	3,000.00	3,000.00	3,436.95	0.00	(436.95)	114.57
207-000-626.000	COPY & FOIA INCOME	1,224.80	1,300.00	1,300.00	1,834.25	197.72	(534.25)	141.10
207-000-635.000	EMERGENCY COST RECOVERY	7,594.50	1,000.00	1,000.00	1,412.25	0.00	(412.25)	141.23
207-000-656.000	FINES & COURT FEES	17,730.03	22,000.00	22,000.00	11,230.44	1,749.84	10,769.56	51.05
207-000-658.000	IMPOUND FEES	4,240.00	3,000.00	3,000.00	2,520.00	320.00	480.00	84.00
207-000-664.000	FEES PAID FOR OFFICER WAGES	3,909.15	6,500.00	6,500.00	7,452.94	0.00	(952.94)	114.66
207-000-671.000	REIMBURSEMENT/OTHER INCOME	4,651.52	3,000.00	3,000.00	1,731.08	80.00	1,268.92	57.70
207-000-673.000	SALE OF FIXED ASSET	0.00	9,000.00	9,000.00	1,710.00	0.00	7,290.00	19.00
207-000-681.000	OT REIMBURSEMENT	12,356.23	17,000.00	17,000.00	6,071.85	0.00	10,928.15	35.72
207-000-684.000	CELL TOWER INCOME	0.00	0.00	0.00	2,142.00	1,071.00	(2,142.00)	100.00
Total Dept 000		1,561,459.41	1,581,280.00	1,606,508.00	924,907.17	832,362.14	681,600.83	57.57
Dept 336 - CONTRIBUTIONS								
207-336-588.000	CONTRIBUTION OTHER FUND(S)	35,000.00	35,000.00	35,000.00	0.00	0.00	35,000.00	0.00
207-336-683.000	CONTRIBUTION - INDEPENDENCE DA	1,500.00	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
Total Dept 336 - CONTRIBUTIONS		36,500.00	36,500.00	36,500.00	0.00	0.00	36,500.00	0.00
TOTAL REVENUES		1,597,959.41	1,617,780.00	1,643,008.00	924,907.17	832,362.14	718,100.83	56.29
Expenditures								
Dept 226 - PERSONNEL								
207-226-701.000	SALARIES	192,938.72	207,984.00	207,984.00	106,967.58	17,127.13	101,016.42	51.43
207-226-702.000	SALARIES	454,604.82	436,916.00	436,916.00	269,910.98	53,761.19	167,005.02	61.78
207-226-704.000	CLERICAL/DEP /SUPER/ELECTION	69,203.77	73,653.00	73,653.00	39,361.96	7,300.63	34,291.04	53.44
207-226-708.000	SALARIES-PART TIME	42,107.13	40,000.00	40,000.00	19,388.55	5,311.30	20,611.45	48.47
207-226-710.000	JANITORIAL SALARIES	8,925.00	9,061.00	9,061.00	5,185.00	765.00	3,876.00	57.22
207-226-711.000	SALARIES-OVERTIME	48,070.54	40,000.00	40,000.00	22,390.02	2,206.21	17,609.98	55.98
207-226-714.000	HOLIDAY	36,305.94	39,654.00	39,654.00	34,205.05	0.00	5,448.95	86.26
207-226-715.000	SOCIAL SECURITY	67,007.12	68,000.00	68,000.00	40,535.16	6,545.52	27,464.84	59.61
207-226-716.000	HOSPITALIZATION	139,023.19	114,915.00	114,915.00	111,942.22	48,387.82	2,972.78	97.41
207-226-717.000	LIFE/DISB. INSURANCE	7,878.63	9,605.00	9,605.00	5,243.00	749.00	4,362.00	54.59
207-226-718.000	PENSION	67,587.24	70,000.00	70,000.00	39,254.78	7,398.96	30,745.22	56.08
207-226-719.000	EMPLOYEE FRINGE-LONGEVITY	6,000.00	6,000.00	6,000.00	6,750.00	0.00	(750.00)	112.50
207-226-730.000	MEDICAL TESTING	0.00	500.00	500.00	117.50	0.00	382.50	23.50
207-226-731.000	WORKERS COMP INSURANCE	22,215.92	25,640.00	25,640.00	0.00	0.00	25,640.00	0.00
207-226-741.000	UNIFORMS/GEAR & ALLOWANCE	5,991.49	7,000.00	7,000.00	6,156.00	0.00	844.00	87.94
207-226-927.000	ALLOCATE TO DEPARTMENTS	64,949.00	64,000.00	64,000.00	4,826.00	0.00	59,174.00	7.54
207-226-957.000	TRAINING & DEVELOPMENT	225.00	1,000.00	1,000.00	224.00	0.00	776.00	22.40
Total Dept 226 - PERSONNEL		1,233,033.51	1,213,928.00	1,213,928.00	712,457.80	149,552.76	501,470.20	58.69
Dept 265 - HALL AND GROUNDS								
207-265-721.000	UNEMPLOYMENT BENEFITS	0.00	0.00	1,121.00	1,121.37	0.00	(0.37)	100.03
207-265-821.000	PSB MAINT & OPS ALLOCATION	33,310.50	46,667.00	46,667.00	2,829.00	0.00	43,838.00	6.06
Total Dept 265 - HALL AND GROUNDS		33,310.50	46,667.00	47,788.00	3,950.37	0.00	43,837.63	8.27

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 ORIGINAL BUDGET	2017-18 AMENDED BUDGET	YTD BALANCE 01/31/2018	ACTIVITY FOR MONTH 01/31/18	AVAILABLE BALANCE	% BDGT USED
Fund 207 - LAW ENFORCEMENT FUND								
Expenditures								
Dept 270 - LEGAL/PROFESSIONAL								
207-270-722.000	CONTROLLER	6,588.69	6,298.00	6,298.00	371.25	0.00	5,926.75	5.89
207-270-802.000	AUDIT FEES	2,250.00	2,250.00	2,250.00	2,250.00	0.00	0.00	100.00
207-270-803.000	LEGAL	42,000.10	40,000.00	40,000.00	32,012.00	3,300.00	7,988.00	80.03
Total Dept 270 - LEGAL/PROFESSIONAL		50,838.79	48,548.00	48,548.00	34,633.25	3,300.00	13,914.75	71.34
Dept 301 - OPERATING COSTS								
207-301-727.000	SUPPLIES	5,983.41	7,000.00	7,000.00	3,496.76	922.73	3,503.24	49.95
207-301-741.000	UNIFORMS/GEAR & ALLOWANCE	0.00	1,000.00	1,000.00	1,419.32	0.00	(419.32)	141.93
207-301-807.000	MEMBERSHIP DUES	635.75	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
207-301-818.000	CONTRACTUAL SERVICES	13,646.00	20,000.00	20,000.00	12,583.43	4,962.75	7,416.57	62.92
207-301-820.000	DISPATCH SERVICES	63,346.92	70,040.00	70,040.00	43,339.66	5,437.25	26,700.34	61.88
207-301-850.000	COMMUNICATION	16,152.54	20,000.00	20,000.00	9,353.47	1,174.06	10,646.53	46.77
207-301-851.000	POSTAGE	227.12	250.00	250.00	186.37	110.11	63.63	74.55
207-301-900.000	PRINTING & PUBLICATIONS	100.88	500.00	500.00	396.67	0.00	103.33	79.33
207-301-910.000	INSURANCE & BONDS	32,882.00	34,222.00	34,222.00	0.00	0.00	34,222.00	0.00
207-301-922.000	LATE FEES AND PENALTIES	0.00	0.00	0.00	32.97	0.00	(32.97)	100.00
207-301-930.000	REPAIRS & MAINTENANCE	2,407.87	7,000.00	7,000.00	2,949.60	2,640.00	4,050.40	42.14
207-301-932.000	RADIO REPAIR	0.00	1,100.00	1,100.00	880.00	0.00	220.00	80.00
207-301-938.000	CHARGEBACKS - PRIOR TAX YEARS	1,096.88	0.00	681.21	681.21	0.00	0.00	100.00
207-301-940.000	RENTAL EQUIPMENT	2,608.35	3,000.00	3,000.00	1,521.71	217.39	1,478.29	50.72
207-301-972.000	COMPUTER	450.00	15,000.00	15,000.00	7,850.51	570.73	7,149.49	52.34
Total Dept 301 - OPERATING COSTS		139,537.72	180,112.00	180,793.21	84,691.68	16,035.02	96,101.53	46.84
Dept 333 - TRANSPORTATION								
207-333-860.000	FUEL & MILEAGE	20,028.55	18,000.00	18,000.00	9,906.87	1,595.57	8,093.13	55.04
207-333-930.000	REPAIRS & MAINTENANCE	10,425.36	11,000.00	11,000.00	12,626.41	3,717.78	(1,626.41)	114.79
Total Dept 333 - TRANSPORTATION		30,453.91	29,000.00	29,000.00	22,533.28	5,313.35	6,466.72	77.70
Dept 905 - DEBT SERVICE								
207-905-985.000	PSB SHARE OF BOND PMT	84,695.26	83,334.00	83,334.00	0.00	0.00	83,334.00	0.00
Total Dept 905 - DEBT SERVICE		84,695.26	83,334.00	83,334.00	0.00	0.00	83,334.00	0.00
TOTAL EXPENDITURES		1,571,869.69	1,601,589.00	1,603,391.21	858,266.38	174,201.13	745,124.83	53.53
Fund 207 - LAW ENFORCEMENT FUND:								
TOTAL REVENUES		1,597,959.41	1,617,780.00	1,643,008.00	924,907.17	832,362.14	718,100.83	56.29
TOTAL EXPENDITURES		1,571,869.69	1,601,589.00	1,603,391.21	858,266.38	174,201.13	745,124.83	53.53
NET OF REVENUES & EXPENDITURES		26,089.72	16,191.00	39,616.79	66,640.79	658,161.01	(27,024.00)	168.21
BEG. FUND BALANCE		500,125.87	526,215.59	526,215.59	526,215.59			
END FUND BALANCE		526,215.59	542,406.59	565,832.38	592,856.38			



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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 ORIGINAL BUDGET	2017-18 AMENDED BUDGET	YTD BALANCE 01/31/2018	ACTIVITY FOR MONTH 01/31/18	AVAILABLE BALANCE	% BDGT USED
Fund 211 - Fire Station # 2 Fund								
Revenues								
Dept 000								
211-000-684.000	CELL TOWER INCOME	0.00	0.00	17,136.00	7,742.00	714.00	9,394.00	45.18
Total Dept 000		0.00	0.00	17,136.00	7,742.00	714.00	9,394.00	45.18
TOTAL REVENUES		0.00	0.00	17,136.00	7,742.00	714.00	9,394.00	45.18
Expenditures								
Dept 301 - OPERATING COSTS								
211-301-816.000	GROUNDS/CLEANG/JANITORL SERVIC	0.00	0.00	2,000.00	0.00	0.00	2,000.00	0.00
211-301-920.000	UTILITIES	0.00	0.00	6,000.00	51.84	51.84	5,948.16	0.86
211-301-930.000	REPAIRS & MAINTENANCE	0.00	0.00	7,000.00	0.00	0.00	7,000.00	0.00
Total Dept 301 - OPERATING COSTS		0.00	0.00	15,000.00	51.84	51.84	14,948.16	0.35
TOTAL EXPENDITURES		0.00	0.00	15,000.00	51.84	51.84	14,948.16	0.35
Fund 211 - Fire Station # 2 Fund:								
TOTAL REVENUES		0.00	0.00	17,136.00	7,742.00	714.00	9,394.00	45.18
TOTAL EXPENDITURES		0.00	0.00	15,000.00	51.84	51.84	14,948.16	0.35
NET OF REVENUES & EXPENDITURES		0.00	0.00	2,136.00	7,690.16	662.16	(5,554.16)	360.03
BEG. FUND BALANCE								
END FUND BALANCE				2,136.00	7,690.16			

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 ORIGINAL BUDGET	2017-18 AMENDED BUDGET	YTD BALANCE 01/31/2018	ACTIVITY FOR MONTH 01/31/18	AVAILABLE BALANCE	% BDGT USED
Fund 214 - Rental Property Fund								
Revenues								
Dept 000								
214-000-688.000	RENTAL INCOME - BARKER RD	0.00	0.00	9,960.00	5,810.00	1,660.00	4,150.00	58.33
Total Dept 000		0.00	0.00	9,960.00	5,810.00	1,660.00	4,150.00	58.33
TOTAL REVENUES		0.00	0.00	9,960.00	5,810.00	1,660.00	4,150.00	58.33
Fund 214 - Rental Property Fund:								
TOTAL REVENUES		0.00	0.00	9,960.00	5,810.00	1,660.00	4,150.00	58.33
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	9,960.00	5,810.00	1,660.00	4,150.00	58.33
BEG. FUND BALANCE								
END FUND BALANCE				9,960.00	5,810.00			

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18		YTD BALANCE 01/31/2018	ACTIVITY FOR	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	2017-18 AMENDED BUDGET		MONTH 01/31/18		
Fund 216 - MEDICAL RESCUE FUND								
Revenues								
Dept 000								
216-000-402.000	CURRENT PROPERTY TAX	632,986.79	682,654.00	682,654.00	398,937.56	373,520.98	283,716.44	58.44
216-000-441.000	STATE REVENUE SHARING - LCSA	11,282.37	0.00	11,282.00	0.00	0.00	11,282.00	0.00
216-000-445.000	PENALTY & INTEREST ON TAXES	203.12	200.00	200.00	6.98	0.00	193.02	3.49
216-000-482.000	HOUSE NUMBERS	560.00	500.00	500.00	440.00	40.00	60.00	88.00
216-000-588.000	CONTRIBUTION OTHER FUND(S)	25,000.00	25,000.00	13,718.00	0.00	0.00	13,718.00	0.00
216-000-590.000	GRANT INCOME	284,357.00	0.00	0.00	8,780.53	0.00	(8,780.53)	100.00
216-000-626.000	COPY & FOIA INCOME	29.00	50.00	50.00	5.00	0.00	45.00	10.00
216-000-635.000	EMERGENCY COST RECOVERY	19,249.20	20,000.00	20,000.00	13,606.04	1,285.33	6,393.96	68.03
216-000-639.000	DRIVEWAY INSPECTIONS	590.00	600.00	600.00	100.00	50.00	500.00	16.67
216-000-671.000	REIMBURSEMENT/OTHER INCOME	1,282.00	2,000.00	2,000.00	163.46	0.00	1,836.54	8.17
216-000-673.000	SALE OF FIXED ASSET	0.00	90,000.00	90,000.00	344.00	0.00	89,656.00	0.38
216-000-675.000	CONTRIBUTION-PRIVATE SOURCES	200.00	0.00	0.00	50.00	0.00	(50.00)	100.00
216-000-684.000	CELL TOWER INCOME	8,400.00	12,852.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		984,139.48	833,856.00	821,004.00	422,433.57	374,896.31	398,570.43	51.45
Dept 336 - CONTRIBUTIONS								
216-336-683.000	CONTRIBUTION - INDEPENDENCE DA	1,000.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 336 - CONTRIBUTIONS		1,000.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Dept 960 - TRANSFERS IN								
216-960-935.000	TRANSFER IN	250,000.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 960 - TRANSFERS IN		250,000.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		1,235,139.48	834,856.00	822,004.00	422,433.57	374,896.31	399,570.43	51.39
Expenditures								
Dept 226 - PERSONNEL								
216-226-701.000	SALARIES	88,129.51	87,016.00	87,016.00	50,135.93	10,040.31	36,880.07	57.62
216-226-702.000	SALARIES	146,460.52	160,000.00	160,000.00	83,176.84	15,432.18	76,823.16	51.99
216-226-705.000	ADMINISTRATIVE ASSISTANT	2,340.23	5,000.00	5,000.00	1,800.77	495.93	3,199.23	36.02
216-226-708.000	SALARIES-PART TIME	43,823.75	55,000.00	55,000.00	28,680.85	4,770.33	26,319.15	52.15
216-226-712.000	SALARIES - OFFICERS	7,175.00	11,000.00	11,000.00	6,737.50	3,987.50	4,262.50	61.25
216-226-715.000	SOCIAL SECURITY	22,796.55	24,328.00	24,328.00	13,339.17	2,700.65	10,988.83	54.83
216-226-716.000	HOSPITALIZATION	25,369.30	24,755.00	24,755.00	13,705.90	5,684.35	11,049.10	55.37
216-226-717.000	LIFE/DISB. INSURANCE	844.92	1,041.00	1,041.00	490.71	83.13	550.29	47.14
216-226-718.000	PENSION	8,812.58	8,701.00	8,701.00	5,013.12	1,003.96	3,687.88	57.62
216-226-730.000	MEDICAL TESTING	885.32	8,000.00	8,000.00	350.00	58.50	7,650.00	4.38
216-226-731.000	WORKERS COMP INSURANCE	14,226.86	16,943.00	16,943.00	0.00	0.00	16,943.00	0.00
216-226-927.000	ALLOCATE TO DEPARTMENTS	(64,949.00)	(64,000.00)	(64,000.00)	(4,826.00)	0.00	(59,174.00)	7.54
216-226-957.000	TRAINING & DEVELOPMENT	6,649.49	12,000.00	12,000.00	3,286.31	525.00	8,713.69	27.39
216-226-958.000	TRAINING WAGES	12,864.00	12,000.00	12,000.00	5,625.00	1,029.00	6,375.00	46.88
Total Dept 226 - PERSONNEL		315,429.03	361,784.00	361,784.00	207,516.10	45,810.84	154,267.90	57.36
Dept 265 - HALL AND GROUNDS								
216-265-816.000	GROUNDS/CLEANG/JANITORL SERVIC	814.24	2,000.00	0.00	880.00	780.00	(880.00)	100.00
216-265-821.000	PSB MAINT & OPS ALLOCATION	33,310.51	47,000.00	47,000.00	2,829.00	0.00	44,171.00	6.02

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GL NUMBER	DESCRIPTION	END BALANCE	2017-18	2017-18	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		06/30/2017	ORIGINAL BUDGET	AMENDED BUDGET	01/31/2018	MONTH 01/31/18	BALANCE	USED
Fund 216 - MEDICAL RESCUE FUND								
Expenditures								
Total Dept 265 - HALL AND GROUNDS		34,124.75	49,000.00	47,000.00	3,709.00	780.00	43,291.00	7.89
Dept 270 - LEGAL/PROFESSIONAL								
216-270-722.000	CONTROLLER	6,588.69	6,298.00	6,298.00	371.25	0.00	5,926.75	5.89
216-270-802.000	AUDIT FEES	2,250.00	2,250.00	2,250.00	2,250.00	0.00	0.00	100.00
216-270-803.000	LEGAL	0.00	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 270 - LEGAL/PROFESSIONAL		8,838.69	10,548.00	10,548.00	2,621.25	0.00	7,926.75	24.85
Dept 301 - OPERATING COSTS								
216-301-727.000	SUPPLIES	7,364.12	10,000.00	10,000.00	3,336.79	819.48	6,663.21	33.37
216-301-741.000	UNIFORMS/GEAR & ALLOWANCE	3,993.77	10,000.00	10,000.00	1,821.87	0.00	8,178.13	18.22
216-301-807.000	MEMBERSHIP DUES	1,655.00	2,500.00	2,500.00	240.00	0.00	2,260.00	9.60
216-301-818.000	CONTRACTUAL SERVICES	1,762.33	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
216-301-820.000	DISPATCH SERVICES	12,026.04	10,810.00	10,810.00	6,305.74	900.82	4,504.26	58.33
216-301-850.000	COMMUNICATION	6,773.16	8,000.00	8,000.00	5,013.37	564.49	2,986.63	62.67
216-301-851.000	POSTAGE	1.40	50.00	50.00	0.46	0.00	49.54	0.92
216-301-900.000	PRINTING & PUBLICATIONS	145.79	500.00	500.00	224.64	0.00	275.36	44.93
216-301-910.000	INSURANCE & BONDS	35,649.00	36,990.00	36,990.00	0.00	0.00	36,990.00	0.00
216-301-920.000	UTILITIES	5,185.13	6,000.00	0.00	481.84	79.64	(481.84)	100.00
216-301-922.000	LATE FEES AND PENALTIES	0.00	0.00	0.00	32.97	0.00	(32.97)	100.00
216-301-929.000	GRANT EXPENSE	296,374.20	0.00	0.00	5,632.00	0.00	(5,632.00)	100.00
216-301-930.000	REPAIRS & MAINTENANCE	6,368.16	7,000.00	0.00	2,032.94	234.07	(2,032.94)	100.00
216-301-932.000	RADIO REPAIR	141.00	2,500.00	2,500.00	1,760.00	0.00	740.00	70.40
216-301-938.000	CHARGEBACKS - PRIOR TAX YEARS	490.55	0.00	297.60	297.60	0.00	0.00	100.00
216-301-972.000	COMPUTER	3,828.34	6,000.00	6,000.00	2,313.21	340.23	3,686.79	38.55
Total Dept 301 - OPERATING COSTS		381,757.99	102,350.00	89,647.60	29,493.43	2,938.73	60,154.17	32.90
Dept 333 - TRANSPORTATION								
216-333-860.000	FUEL & MILEAGE	9,254.07	11,000.00	11,000.00	4,485.17	868.63	6,514.83	40.77
216-333-930.000	REPAIRS & MAINTENANCE	28,629.47	30,000.00	30,000.00	14,689.94	99.86	15,310.06	48.97
Total Dept 333 - TRANSPORTATION		37,883.54	41,000.00	41,000.00	19,175.11	968.49	21,824.89	46.77
Dept 900 - CAPITAL OUTLAY								
216-900-970.000	EQUIPMENT	10,483.61	12,000.00	12,000.00	10,331.18	0.00	1,668.82	86.09
216-900-974.000	VEHICLE	64,730.30	470,000.00	470,000.00	0.00	0.00	470,000.00	0.00
Total Dept 900 - CAPITAL OUTLAY		75,213.91	482,000.00	482,000.00	10,331.18	0.00	471,668.82	2.14
Dept 905 - DEBT SERVICE								
216-905-985.000	PSB SHARE OF BOND PMT	84,695.24	90,045.00	90,045.00	0.00	0.00	90,045.00	0.00
Total Dept 905 - DEBT SERVICE		84,695.24	90,045.00	90,045.00	0.00	0.00	90,045.00	0.00
TOTAL EXPENDITURES		937,943.15	1,136,727.00	1,122,024.60	272,846.07	50,498.06	849,178.53	24.32

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		06/30/2017	ORIGINAL BUDGET	2017-18 AMENDED BUDGET	01/31/2018	MONTH 01/31/18	BALANCE	
Fund 216 - MEDICAL RESCUE FUND								
Fund 216 - MEDICAL RESCUE FUND:								
TOTAL REVENUES		1,235,139.48	834,856.00	822,004.00	422,433.57	374,896.31	399,570.43	51.39
TOTAL EXPENDITURES		937,943.15	1,136,727.00	1,122,024.60	272,846.07	50,498.06	849,178.53	24.32
NET OF REVENUES & EXPENDITURES		297,196.33	(301,871.00)	(300,020.60)	149,587.50	324,398.25	(449,608.10)	49.86
BEG. FUND BALANCE		535,761.80	832,958.13	832,958.13	832,958.13			
END FUND BALANCE		832,958.13	531,087.13	532,937.53	982,545.63			

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Fund 230 - DONATION FUND								
Revenues								
Dept 000								
230-000-698.000	DONATIONS - OTHER	0.00	0.00	0.00	180.00	0.00	(180.00)	100.00
Total Dept 000		0.00	0.00	0.00	180.00	0.00	(180.00)	100.00
TOTAL REVENUES		0.00	0.00	0.00	180.00	0.00	(180.00)	100.00
Expenditures								
Dept 301 - OPERATING COSTS								
230-301-904.000	EVENTS/COMMUNITY PROJECTS	(474.56)	0.00	0.00	0.00	0.00	0.00	0.00
230-301-905.000	BARK PARK	327.02	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 301 - OPERATING COSTS		(147.54)	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		(147.54)	0.00	0.00	0.00	0.00	0.00	0.00
Fund 230 - DONATION FUND:								
TOTAL REVENUES		0.00	0.00	0.00	180.00	0.00	(180.00)	100.00
TOTAL EXPENDITURES		(147.54)	0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		147.54	0.00	0.00	180.00	0.00	(180.00)	100.00
BEG. FUND BALANCE		351.07	498.61	498.61	498.61			
END FUND BALANCE		498.61	498.61	498.61	678.61			

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Fund 248 - DOWNTOWN DEVELOPMENT AUTH								
Expenditures								
Dept 301 - OPERATING COSTS								
248-301-800.000	OTHER PROFESSIONAL FEES	0.00	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
248-301-801.000	PLANNER FEES	11,205.00	15,000.00	15,000.00	13,695.00	0.00	1,305.00	91.30
248-301-816.000	GROUNDS/CLEANG/JANITORL SERVIC	0.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 301 - OPERATING COSTS		11,205.00	21,000.00	21,000.00	13,695.00	0.00	7,305.00	65.21
Dept 449 - ROAD WORK								
248-449-814.000	ROAD IMPROVEMENTS	2,269.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 449 - ROAD WORK		2,269.00	0.00	0.00	0.00	0.00	0.00	0.00
Dept 900 - CAPITAL OUTLAY								
248-900-925.000	STREETSCAPING	3,317.11	500.00	500.00	0.00	0.00	500.00	0.00
Total Dept 900 - CAPITAL OUTLAY		3,317.11	500.00	500.00	0.00	0.00	500.00	0.00
TOTAL EXPENDITURES		16,791.11	21,500.00	21,500.00	13,695.00	0.00	7,805.00	63.70
Fund 248 - DOWNTOWN DEVELOPMENT AUTH:								
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		16,791.11	21,500.00	21,500.00	13,695.00	0.00	7,805.00	63.70
NET OF REVENUES & EXPENDITURES		(16,791.11)	(21,500.00)	(21,500.00)	(13,695.00)	0.00	(7,805.00)	63.70
BEG. FUND BALANCE		65,723.61	48,932.50	48,932.50	48,932.50			
END FUND BALANCE		48,932.50	27,432.50	27,432.50	35,237.50			

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Fund 265 - NARCOTICS FUND								
Revenues								
Dept 000								
265-000-661.000	FORFEITURES	66,661.00	58,000.00	58,000.00	0.00	0.00	58,000.00	0.00
265-000-673.000	SALE OF FIXED ASSET	0.00	0.00	15,075.00	15,075.00	0.00	0.00	100.00
Total Dept 000		66,661.00	58,000.00	73,075.00	15,075.00	0.00	58,000.00	20.63
TOTAL REVENUES		66,661.00	58,000.00	73,075.00	15,075.00	0.00	58,000.00	20.63
Expenditures								
Dept 301 - OPERATING COSTS								
265-301-727.000	SUPPLIES	2,016.56	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
265-301-899.000	FORFEITURE SHARING	7,965.00	30,000.00	30,000.00	8,050.00	0.00	21,950.00	26.83
265-301-956.000	MISCELLANEOUS	2,229.33	5,000.00	5,000.00	4,848.45	0.00	151.55	96.97
265-301-972.000	COMPUTER	2,371.75	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
Total Dept 301 - OPERATING COSTS		14,582.64	43,000.00	43,000.00	12,898.45	0.00	30,101.55	30.00
Dept 900 - CAPITAL OUTLAY								
265-900-970.000	EQUIPMENT	858.00	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
Total Dept 900 - CAPITAL OUTLAY		858.00	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
TOTAL EXPENDITURES		15,440.64	58,000.00	58,000.00	12,898.45	0.00	45,101.55	22.24
Fund 265 - NARCOTICS FUND:								
TOTAL REVENUES		66,661.00	58,000.00	73,075.00	15,075.00	0.00	58,000.00	20.63
TOTAL EXPENDITURES		15,440.64	58,000.00	58,000.00	12,898.45	0.00	45,101.55	22.24
NET OF REVENUES & EXPENDITURES		51,220.36	0.00	15,075.00	2,176.55	0.00	12,898.45	14.44
BEG. FUND BALANCE		94,144.14	145,364.50	145,364.50	145,364.50			
END FUND BALANCE		145,364.50	145,364.50	160,439.50	147,541.05			



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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 ORIGINAL BUDGET	2017-18 AMENDED BUDGET	YTD BALANCE 01/31/2018	ACTIVITY FOR MONTH 01/31/18	AVAILABLE BALANCE	% BDGT USED
Fund 266 - FEDERAL NARCOTICS FUND								
Revenues								
Dept 000								
266-000-661.000	FORFEITURES	45,690.47	100,000.00	100,000.00	81,419.47	0.00	18,580.53	81.42
Total Dept 000		45,690.47	100,000.00	100,000.00	81,419.47	0.00	18,580.53	81.42
TOTAL REVENUES		45,690.47	100,000.00	100,000.00	81,419.47	0.00	18,580.53	81.42
Expenditures								
Dept 301 - OPERATING COSTS								
266-301-727.000	SUPPLIES	5,389.96	12,000.00	12,000.00	281.75	0.00	11,718.25	2.35
266-301-956.000	MISCELLANEOUS	4,655.50	12,000.00	12,000.00	10,932.97	3,661.00	1,067.03	91.11
Total Dept 301 - OPERATING COSTS		10,045.46	24,000.00	24,000.00	11,214.72	3,661.00	12,785.28	46.73
Dept 336 - CONTRIBUTIONS								
266-336-967.000	CONTRIBUTION-LAW ENFORCEMENT	35,000.00	35,000.00	35,000.00	0.00	0.00	35,000.00	0.00
Total Dept 336 - CONTRIBUTIONS		35,000.00	35,000.00	35,000.00	0.00	0.00	35,000.00	0.00
Dept 900 - CAPITAL OUTLAY								
266-900-970.000	EQUIPMENT	33,574.87	48,000.00	48,000.00	18,822.00	0.00	29,178.00	39.21
266-900-974.000	VEHICLE	101,672.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 900 - CAPITAL OUTLAY		135,246.87	48,000.00	48,000.00	18,822.00	0.00	29,178.00	39.21
TOTAL EXPENDITURES		180,292.33	107,000.00	107,000.00	30,036.72	3,661.00	76,963.28	28.07
Fund 266 - FEDERAL NARCOTICS FUND:								
TOTAL REVENUES		45,690.47	100,000.00	100,000.00	81,419.47	0.00	18,580.53	81.42
TOTAL EXPENDITURES		180,292.33	107,000.00	107,000.00	30,036.72	3,661.00	76,963.28	28.07
NET OF REVENUES & EXPENDITURES		(134,601.86)	(7,000.00)	(7,000.00)	51,382.75	(3,661.00)	(58,382.75)	734.04
BEG. FUND BALANCE		247,753.55	113,151.69	113,151.69	113,151.69			
END FUND BALANCE		113,151.69	106,151.69	106,151.69	164,534.44			

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18		YTD BALANCE 01/31/2018	ACTIVITY FOR	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	2017-18 AMENDED BUDGET		MONTH 01/31/18		
Fund 287 - BUILDING DEPARTMENT FUND								
Revenues								
Dept 000								
287-000-484.000	BUILDING PLAN REVIEW FEES	8,149.00	6,960.00	6,960.00	1,968.00	150.00	4,992.00	28.28
287-000-485.000	BUILDING PERMIT FEES	118,052.00	72,870.00	72,870.00	22,321.00	2,642.00	50,549.00	30.63
287-000-486.000	CONTRACTOR'S REGISTRATION	2,700.00	2,500.00	2,500.00	1,395.00	120.00	1,105.00	55.80
287-000-488.000	TRADE PERMIT FEES	42,480.00	45,730.00	45,730.00	24,992.50	2,660.00	20,737.50	54.65
287-000-626.000	COPY & FOIA INCOME	130.09	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		171,511.09	128,060.00	128,060.00	50,676.50	5,572.00	77,383.50	39.57
TOTAL REVENUES		171,511.09	128,060.00	128,060.00	50,676.50	5,572.00	77,383.50	39.57
Expenditures								
Dept 226 - PERSONNEL								
287-226-703.000	SALARIES	0.00	20,800.00	20,800.00	7,387.50	1,575.00	13,412.50	35.52
287-226-715.000	SOCIAL SECURITY	0.00	1,591.00	1,591.00	565.14	120.49	1,025.86	35.52
287-226-731.000	WORKERS COMP INSURANCE	480.00	491.00	491.00	0.00	0.00	491.00	0.00
287-226-927.000	ALLOCATE TO DEPARTMENTS	43,825.00	38,519.00	38,519.00	2,894.00	0.00	35,625.00	7.51
Total Dept 226 - PERSONNEL		44,305.00	61,401.00	61,401.00	10,846.64	1,695.49	50,554.36	17.67
Dept 261 - GOVERNMENT SHARED SERVICES								
287-261-725.000	BUILDING INSPECTIONS	24,134.91	27,163.00	27,163.00	9,064.16	2,385.00	18,098.84	33.37
287-261-737.000	PLAN REVIEW	0.00	5,800.00	5,800.00	888.00	125.00	4,912.00	15.31
287-261-738.000	MISC BUILDING ADMINISTRATION	0.00	3,000.00	3,000.00	250.00	250.00	2,750.00	8.33
Total Dept 261 - GOVERNMENT SHARED SERVICES		24,134.91	35,963.00	35,963.00	10,202.16	2,760.00	25,760.84	28.37
Dept 270 - LEGAL/PROFESSIONAL								
287-270-722.000	CONTROLLER	2,635.47	2,519.00	2,519.00	148.50	0.00	2,370.50	5.90
287-270-802.000	AUDIT FEES	900.00	900.00	900.00	900.00	0.00	0.00	100.00
287-270-823.000	ZONING ADMINISTRATION	778.50	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 270 - LEGAL/PROFESSIONAL		4,313.97	4,419.00	4,419.00	1,048.50	0.00	3,370.50	23.73
Dept 301 - OPERATING COSTS								
287-301-725.000	ELECTRIC, PLUMB & MECH INSPECT	22,005.00	23,994.00	23,994.00	15,885.00	2,340.00	8,109.00	66.20
287-301-727.000	SUPPLIES	41.71	500.00	500.00	419.98	0.00	80.02	84.00
287-301-809.000	CODE ENFORCEMENT	0.00	0.00	0.00	200.00	200.00	(200.00)	100.00
287-301-850.000	COMMUNICATION	439.88	450.00	450.00	286.58	39.99	163.42	63.68
287-301-910.000	INSURANCE & BONDS	600.00	900.00	900.00	0.00	0.00	900.00	0.00
287-301-927.000	ALLOCATE TO DEPARTMENTS	3,690.00	4,200.00	4,200.00	118.00	0.00	4,082.00	2.81
Total Dept 301 - OPERATING COSTS		26,776.59	30,044.00	30,044.00	16,909.56	2,579.99	13,134.44	56.28
TOTAL EXPENDITURES		99,530.47	131,827.00	131,827.00	39,006.86	7,035.48	92,820.14	29.59
Fund 287 - BUILDING DEPARTMENT FUND:								
TOTAL REVENUES		171,511.09	128,060.00	128,060.00	50,676.50	5,572.00	77,383.50	39.57

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			ORIGINAL BUDGET	2017-18 AMENDED BUDGET				
Fund 287 - BUILDING DEPARTMENT FUND								
TOTAL EXPENDITURES		99,530.47	131,827.00	131,827.00	39,006.86	7,035.48	92,820.14	29.59
NET OF REVENUES & EXPENDITURES		71,980.62	(3,767.00)	(3,767.00)	11,669.64	(1,463.48)	(15,436.64)	309.79
BEG. FUND BALANCE		99,345.51	171,326.13	171,326.13	171,326.13			
END FUND BALANCE		171,326.13	167,559.13	167,559.13	182,995.77			

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 ORIGINAL BUDGET	2017-18 AMENDED BUDGET	YTD BALANCE 01/31/2018	ACTIVITY FOR MONTH 01/31/18	AVAILABLE BALANCE	% BDGT USED
Fund 369 - BLDG AUTH DEBT FUND								
Revenues								
Dept 000								
369-000-685.000	FUNDS XFER FOR 3.5 BOND PMT	254,085.76	276,354.00	276,354.00	0.00	0.00	276,354.00	0.00
Total Dept 000		254,085.76	276,354.00	276,354.00	0.00	0.00	276,354.00	0.00
TOTAL REVENUES		254,085.76	276,354.00	276,354.00	0.00	0.00	276,354.00	0.00
Expenditures								
Dept 905 - DEBT SERVICE								
369-905-942.000	3 M BOND BLDG AUTH	215,296.50	236,404.00	236,404.00	0.00	0.00	236,404.00	0.00
369-905-987.000	INTEREST 3 M BOND	38,789.26	39,950.00	39,950.00	0.00	0.00	39,950.00	0.00
Total Dept 905 - DEBT SERVICE		254,085.76	276,354.00	276,354.00	0.00	0.00	276,354.00	0.00
TOTAL EXPENDITURES		254,085.76	276,354.00	276,354.00	0.00	0.00	276,354.00	0.00
Fund 369 - BLDG AUTH DEBT FUND:								
TOTAL REVENUES		254,085.76	276,354.00	276,354.00	0.00	0.00	276,354.00	0.00
TOTAL EXPENDITURES		254,085.76	276,354.00	276,354.00	0.00	0.00	276,354.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00	0.00
BEG. FUND BALANCE								
END FUND BALANCE								

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18		YTD BALANCE 01/31/2018	ACTIVITY FOR	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	2017-18 AMENDED BUDGET		MONTH 01/31/18		
Fund 370 - PUBLIC SAFETY BLDG DEBT FD								
Revenues								
Dept 000								
370-000-402.000	CURRENT PROPERTY TAX	264,676.69	279,728.00	279,728.00	163,456.48	153,042.80	116,271.52	58.43
370-000-441.000	STATE REVENUE SHARING - LCSA	4,887.87	0.00	4,888.00	0.00	0.00	4,888.00	0.00
370-000-445.000	PENALTY & INTEREST ON TAXES	88.51	100.00	100.00	3.14	0.00	96.86	3.14
370-000-588.000	CONTRIBUTION OTHER FUND(S)	99,930.18	140,000.00	140,000.00	8,486.00	0.00	131,514.00	6.06
Total Dept 000		369,583.25	419,828.00	424,716.00	171,945.62	153,042.80	252,770.38	40.48
TOTAL REVENUES		369,583.25	419,828.00	424,716.00	171,945.62	153,042.80	252,770.38	40.48
Expenditures								
Dept 301 - OPERATING COSTS								
370-301-727.000	SUPPLIES	1,057.18	1,500.00	1,500.00	721.31	(7.79)	778.69	48.09
370-301-816.000	GROUND/CLEANING/JANITORIAL SERVICE	9,941.87	12,000.00	12,000.00	4,075.00	3,515.00	7,925.00	33.96
370-301-818.000	CONTRACTUAL SERVICES	6,727.90	10,000.00	10,000.00	5,401.74	261.00	4,598.26	54.02
370-301-850.000	COMMUNICATION	5,814.48	7,000.00	7,000.00	4,021.21	748.87	2,978.79	57.45
370-301-910.000	INSURANCE & BONDS	7,462.00	7,795.00	7,795.00	0.00	0.00	7,795.00	0.00
370-301-920.000	UTILITIES	63,207.39	68,000.00	68,000.00	19,063.18	4,561.01	48,936.82	28.03
370-301-930.000	REPAIRS & MAINTENANCE	15,175.98	30,000.00	30,000.00	12,861.60	3,023.54	17,138.40	42.87
370-301-938.000	CHARGEBACKS - PRIOR TAX YEARS	213.12	2,000.00	2,000.00	128.18	0.00	1,871.82	6.41
Total Dept 301 - OPERATING COSTS		109,599.92	138,295.00	138,295.00	46,272.22	12,101.63	92,022.78	33.46
Dept 905 - DEBT SERVICE								
370-905-945.000	3.8 M PSB BOND	230,000.00	250,000.00	250,000.00	0.00	0.00	250,000.00	0.00
370-905-994.000	INTEREST 3.8 BOND PSB	35,164.15	29,728.00	29,728.00	14,863.75	0.00	14,864.25	50.00
Total Dept 905 - DEBT SERVICE		265,164.15	279,728.00	279,728.00	14,863.75	0.00	264,864.25	5.31
TOTAL EXPENDITURES		374,764.07	418,023.00	418,023.00	61,135.97	12,101.63	356,887.03	14.63
Fund 370 - PUBLIC SAFETY BLDG DEBT FD:								
TOTAL REVENUES		369,583.25	419,828.00	424,716.00	171,945.62	153,042.80	252,770.38	40.48
TOTAL EXPENDITURES		374,764.07	418,023.00	418,023.00	61,135.97	12,101.63	356,887.03	14.63
NET OF REVENUES & EXPENDITURES		(5,180.82)	1,805.00	6,693.00	110,809.65	140,941.17	(104,116.65)	1,655.61
BEG. FUND BALANCE		6,922.34	1,741.52	1,741.52	1,741.52			
END FUND BALANCE		1,741.52	3,546.52	8,434.52	112,551.17			

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		06/30/2017	ORIGINAL BUDGET	2017-18 AMENDED BUDGET		MONTH 01/31/18		
Fund 571 - WASTEWATER TREATMENT FUND								
Revenues								
Dept 000								
571-000-445.000	PENALTY & INTEREST ON TAXES	5.06	0.00	0.00	0.00	0.00	0.00	0.00
571-000-500.000	TAP-IN FEES	28,400.00	0.00	19,046.00	19,046.00	0.00	0.00	100.00
571-000-651.000	USAGE FEES	1,356,181.43	1,365,000.00	1,365,000.00	676,775.14	(775.80)	688,224.86	49.58
571-000-665.000	INTEREST INCOME	1,472.93	1,500.00	1,500.00	74.00	0.00	1,426.00	4.93
571-000-671.000	REIMBURSEMENT/OTHER INCOME	5,584.29	1,800.00	1,800.00	4,161.09	276.58	(2,361.09)	231.17
571-000-672.000	SAD INTEREST	54.68	45.00	45.00	0.00	0.00	45.00	0.00
571-000-673.000	SALE OF FIXED ASSET	0.00	0.00	2,565.00	2,565.00	0.00	0.00	100.00
Total Dept 000		1,391,698.39	1,368,345.00	1,389,956.00	702,621.23	(499.22)	687,334.77	50.55
TOTAL REVENUES		1,391,698.39	1,368,345.00	1,389,956.00	702,621.23	(499.22)	687,334.77	50.55
Expenditures								
Dept 226 - PERSONNEL								
571-226-701.000	SALARIES	75,252.33	64,890.00	64,890.00	37,363.29	7,487.31	27,526.71	57.58
571-226-702.000	SALARIES	201,352.80	197,501.00	197,501.00	104,232.94	18,613.83	93,268.06	52.78
571-226-711.000	SALARIES-OVERTIME	5,578.67	18,540.00	18,540.00	8,988.04	2,279.91	9,551.96	48.48
571-226-715.000	SOCIAL SECURITY	21,444.66	22,310.00	22,310.00	11,556.77	2,173.04	10,753.23	51.80
571-226-716.000	HOSPITALIZATION	97,286.80	100,055.00	100,055.00	61,951.09	27,135.14	38,103.91	61.92
571-226-717.000	LIFE/DISB. INSURANCE	2,929.05	3,447.00	3,447.00	1,850.45	264.35	1,596.55	53.68
571-226-718.000	PENSION	25,198.50	28,093.00	28,093.00	13,018.22	2,380.12	15,074.78	46.34
571-226-720.000	BANKED PTO	14,441.21	0.00	0.00	0.00	0.00	0.00	0.00
571-226-731.000	WORKERS COMP INSURANCE	5,898.70	6,616.00	6,616.00	0.00	0.00	6,616.00	0.00
571-226-957.000	TRAINING & DEVELOPMENT	630.00	3,500.00	3,500.00	2,060.00	0.00	1,440.00	58.86
Total Dept 226 - PERSONNEL		450,012.72	444,952.00	444,952.00	241,020.80	60,333.70	203,931.20	54.17
Dept 270 - LEGAL/PROFESSIONAL								
571-270-722.000	CONTROLLER	18,448.30	17,633.00	17,633.00	1,039.50	0.00	16,593.50	5.90
571-270-802.000	AUDIT FEES	6,300.00	6,300.00	6,300.00	6,300.00	0.00	0.00	100.00
571-270-803.000	LEGAL	0.00	500.00	500.00	0.00	0.00	500.00	0.00
571-270-806.000	ENGINEER	24,323.67	30,000.00	30,000.00	7,308.56	0.00	22,691.44	24.36
Total Dept 270 - LEGAL/PROFESSIONAL		49,071.97	54,433.00	54,433.00	14,648.06	0.00	39,784.94	26.91
Dept 301 - OPERATING COSTS								
571-301-727.000	SUPPLIES	1,562.79	2,500.00	2,500.00	876.61	215.40	1,623.39	35.06
571-301-740.000	OPERATING SUPPLIES	49,132.16	55,000.00	55,000.00	25,438.34	961.52	29,561.66	46.25
571-301-741.000	UNIFORMS/GEAR & ALLOWANCE	2,413.26	3,000.00	3,000.00	462.41	0.00	2,537.59	15.41
571-301-807.000	MEMBERSHIP DUES	0.00	1,000.00	1,000.00	880.00	0.00	120.00	88.00
571-301-817.000	LAB & TESTING	3,874.00	7,000.00	7,000.00	3,941.00	916.00	3,059.00	56.30
571-301-819.000	COLLECTION SYS ANNUAL MAINT	42,160.17	55,000.00	55,000.00	33,258.95	22,066.08	21,741.05	60.47
571-301-825.000	SEWER ADMINISTRATION FEES	37,500.00	37,500.00	37,500.00	0.00	0.00	37,500.00	0.00
571-301-850.000	COMMUNICATION	4,945.81	6,000.00	6,000.00	3,079.51	439.93	2,920.49	51.33
571-301-851.000	POSTAGE	3,570.32	3,000.00	3,000.00	1,755.08	0.00	1,244.92	58.50
571-301-900.000	PRINTING & PUBLICATIONS	15.00	200.00	200.00	0.00	0.00	200.00	0.00
571-301-907.000	Refunds and Rebates	0.00	0.00	0.00	2,469.33	2,469.33	(2,469.33)	100.00
571-301-910.000	INSURANCE & BONDS	24,272.00	25,350.00	25,350.00	0.00	0.00	25,350.00	0.00
571-301-920.000	UTILITIES	118,764.23	100,000.00	100,000.00	24,605.31	7,607.79	75,394.69	24.61
571-301-930.000	REPAIRS & MAINTENANCE	72,566.53	110,000.00	110,000.00	17,037.11	678.67	92,962.89	15.49
571-301-940.000	RENTAL EQUIPMENT	1,246.80	1,000.00	1,000.00	918.56	131.22	81.44	91.86

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18	2017-18	YTD BALANCE 01/31/2018	ACTIVITY FOR	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	AMENDED BUDGET		MONTH 01/31/18		
Fund 571 - WASTEWATER TREATMENT FUND								
Expenditures								
571-301-950.000	LAND LEASING	0.00	260.00	260.00	0.00	0.00	260.00	0.00
571-301-956.000	MISCELLANEOUS	0.00	0.00	0.00	10.00	10.00	(10.00)	100.00
571-301-968.000	DEPRECIATION EXPENSE	256,704.00	245,652.00	245,652.00	0.00	0.00	245,652.00	0.00
Total Dept 301 - OPERATING COSTS		618,727.07	652,462.00	652,462.00	114,732.21	35,495.94	537,729.79	17.58
Dept 333 - TRANSPORTATION								
571-333-860.000	FUEL & MILEAGE	4,022.38	7,000.00	7,000.00	1,046.45	0.00	5,953.55	14.95
571-333-930.000	REPAIRS & MAINTENANCE	198.84	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
Total Dept 333 - TRANSPORTATION		4,221.22	8,500.00	8,500.00	1,046.45	0.00	7,453.55	12.31
Dept 528 - O & M - BOND & INTEREST								
571-528-954.000	AGENT FEES	648.13	700.00	700.00	549.00	449.88	151.00	78.43
571-528-989.000	INTEREST 1992 BOND	12,238.76	10,520.00	10,520.00	5,259.38	0.00	5,260.62	49.99
571-528-995.000	DEBT SERVICE - INTEREST	9,805.12	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 528 - O & M - BOND & INTEREST		22,692.01	11,220.00	11,220.00	5,808.38	449.88	5,411.62	51.77
Dept 900 - CAPITAL OUTLAY								
571-900-970.000	EQUIPMENT	59,654.00	110,000.00	110,000.00	70,987.00	50,487.00	39,013.00	64.53
Total Dept 900 - CAPITAL OUTLAY		59,654.00	110,000.00	110,000.00	70,987.00	50,487.00	39,013.00	64.53
TOTAL EXPENDITURES		1,204,378.99	1,281,567.00	1,281,567.00	448,242.90	146,766.52	833,324.10	34.98
Fund 571 - WASTEWATER TREATMENT FUND:								
TOTAL REVENUES		1,391,698.39	1,368,345.00	1,389,956.00	702,621.23	(499.22)	687,334.77	50.55
TOTAL EXPENDITURES		1,204,378.99	1,281,567.00	1,281,567.00	448,242.90	146,766.52	833,324.10	34.98
NET OF REVENUES & EXPENDITURES		187,319.40	86,778.00	108,389.00	254,378.33	(147,265.74)	(145,989.33)	234.69
BEG. FUND BALANCE		6,552,701.71	6,740,021.11	6,740,021.11	6,740,021.11			
END FUND BALANCE		6,740,021.11	6,826,799.11	6,848,410.11	6,994,399.44			

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Fund 701 - TRUST AND AGENCY								
Expenditures								
Dept 301 - OPERATING COSTS								
701-301-922.000	LATE FEES AND PENALTIES	0.00	0.00	0.00	35.00	0.00	(35.00)	100.00
Total Dept 301 - OPERATING COSTS		0.00	0.00	0.00	35.00	0.00	(35.00)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	35.00	0.00	(35.00)	100.00
Fund 701 - TRUST AND AGENCY:								
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	35.00	0.00	(35.00)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	(35.00)	0.00	35.00	100.00
BEG. FUND BALANCE								
END FUND BALANCE					(35.00)			



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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 ORIGINAL BUDGET	2017-18 AMENDED BUDGET	YTD BALANCE 01/31/2018	ACTIVITY FOR MONTH 01/31/18	AVAILABLE BALANCE	% BDGT USED
Fund 703 - TAX FUND								
Revenues								
Dept 000								
703-000-671.000	REIMBURSEMENT/OTHER INCOME	0.00	0.00	0.00	62.48	0.00	(62.48)	100.00
Total Dept 000		0.00	0.00	0.00	62.48	0.00	(62.48)	100.00
Dept 253 - TREASURER								
703-253-402.000	CURRENT PROPERTY TAX	0.00	0.00	0.00	11,208,759.42	1,342,447.64	(11,208,759.42)	100.00
703-253-445.000	PENALTY & INTEREST ON TAXES	0.00	0.00	0.00	3,849.61	848.54	(3,849.61)	100.00
Total Dept 253 - TREASURER		0.00	0.00	0.00	11,212,609.03	1,343,296.18	(11,212,609.03)	100.00
TOTAL REVENUES		0.00	0.00	0.00	11,212,671.51	1,343,296.18	(11,212,671.51)	100.00
Expenditures								
Dept 000								
703-000-922.000	LATE FEES AND PENALTIES	0.00	0.00	0.00	20.00	10.00	(20.00)	100.00
Total Dept 000		0.00	0.00	0.00	20.00	10.00	(20.00)	100.00
Dept 253 - TREASURER								
703-253-962.000	TAX DISBURSEMENTS	0.00	0.00	0.00	10,377,074.97	5,283,809.35	(10,377,074.97)	100.00
703-253-981.000	TAX INTEREST PMTS	0.00	0.00	0.00	3,193.22	809.20	(3,193.22)	100.00
Total Dept 253 - TREASURER		0.00	0.00	0.00	10,380,268.19	5,284,618.55	(10,380,268.19)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	10,380,288.19	5,284,628.55	(10,380,288.19)	100.00
Fund 703 - TAX FUND:								
TOTAL REVENUES		0.00	0.00	0.00	11,212,671.51	1,343,296.18	(11,212,671.51)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	10,380,288.19	5,284,628.55	(10,380,288.19)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	832,383.32	(3,941,332.37)	(832,383.32)	100.00
BEG. FUND BALANCE								
END FUND BALANCE					832,383.32			

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Fund 815 - DIST # 5 SEVEN MILE SEWER								
Revenues								
Dept 000								
815-000-665.000	INTEREST INCOME	185.31	150.00	150.00	9.22	0.00	140.78	6.15
815-000-672.000	SAD INTEREST	7,254.80	6,218.00	6,218.00	169.49	0.00	6,048.51	2.73
Total Dept 000		7,440.11	6,368.00	6,368.00	178.71	0.00	6,189.29	2.81
TOTAL REVENUES		7,440.11	6,368.00	6,368.00	178.71	0.00	6,189.29	2.81
Expenditures								
Dept 301 - OPERATING COSTS								
815-301-968.000	DEPRECIATION EXPENSE	17,519.00	17,519.00	17,519.00	0.00	0.00	17,519.00	0.00
Total Dept 301 - OPERATING COSTS		17,519.00	17,519.00	17,519.00	0.00	0.00	17,519.00	0.00
Dept 905 - DEBT SERVICE								
815-905-995.000	DEBT SERVICE - INTEREST	7,153.24	6,220.00	6,220.00	0.00	0.00	6,220.00	0.00
Total Dept 905 - DEBT SERVICE		7,153.24	6,220.00	6,220.00	0.00	0.00	6,220.00	0.00
TOTAL EXPENDITURES		24,672.24	23,739.00	23,739.00	0.00	0.00	23,739.00	0.00
Fund 815 - DIST # 5 SEVEN MILE SEWER:								
TOTAL REVENUES		7,440.11	6,368.00	6,368.00	178.71	0.00	6,189.29	2.81
TOTAL EXPENDITURES		24,672.24	23,739.00	23,739.00	0.00	0.00	23,739.00	0.00
NET OF REVENUES & EXPENDITURES		(17,232.13)	(17,371.00)	(17,371.00)	178.71	0.00	(17,549.71)	1.03
BEG. FUND BALANCE		581,988.33	564,756.20	564,756.20	564,756.20			
END FUND BALANCE		564,756.20	547,385.20	547,385.20	564,934.91			

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Fund 825 - WHITMORE LAKE SEWER DISTRICT								
Revenues								
Dept 000								
825-000-445.000	PENALTY & INTEREST ON TAXES	55.90	0.00	0.00	0.00	0.00	0.00	0.00
825-000-672.000	SAD INTEREST	38,000.02	36,000.00	36,000.00	1,055.58	560.37	34,944.42	2.93
Total Dept 000		38,055.92	36,000.00	36,000.00	1,055.58	560.37	34,944.42	2.93
TOTAL REVENUES		38,055.92	36,000.00	36,000.00	1,055.58	560.37	34,944.42	2.93
Expenditures								
Dept 301 - OPERATING COSTS								
825-301-968.000	DEPRECIATION EXPENSE	1,328.00	12,000.00	12,000.00	0.00	0.00	12,000.00	0.00
Total Dept 301 - OPERATING COSTS		1,328.00	12,000.00	12,000.00	0.00	0.00	12,000.00	0.00
Dept 905 - DEBT SERVICE								
825-905-954.000	AGENT FEES	500.00	500.00	500.00	0.00	0.00	500.00	0.00
825-905-986.000	INTEREST EXPENSE - WL SAD BOND	26,137.03	22,394.00	22,394.00	11,196.89	0.00	11,197.11	50.00
Total Dept 905 - DEBT SERVICE		26,637.03	22,894.00	22,894.00	11,196.89	0.00	11,697.11	48.91
TOTAL EXPENDITURES		27,965.03	34,894.00	34,894.00	11,196.89	0.00	23,697.11	32.09
Fund 825 - WHITMORE LAKE SEWER DISTRICT:								
TOTAL REVENUES		38,055.92	36,000.00	36,000.00	1,055.58	560.37	34,944.42	2.93
TOTAL EXPENDITURES		27,965.03	34,894.00	34,894.00	11,196.89	0.00	23,697.11	32.09
NET OF REVENUES & EXPENDITURES		10,090.89	1,106.00	1,106.00	(10,141.31)	560.37	11,247.31	916.94
BEG. FUND BALANCE		756,488.03	766,578.92	766,578.92	766,578.92			
END FUND BALANCE		766,578.92	767,684.92	767,684.92	756,437.61			

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 ORIGINAL BUDGET	2017-18 AMENDED BUDGET	YTD BALANCE 01/31/2018	ACTIVITY FOR MONTH 01/31/18	AVAILABLE BALANCE	% BDGT USED
Fund 890 - N.T. SEWER DISTRICT								
Revenues								
Dept 000								
890-000-665.000	INTEREST INCOME	916.61	750.00	750.00	45.94	0.00	704.06	6.13
890-000-672.000	SAD INTEREST	27,259.06	17,902.00	17,902.00	333.02	0.00	17,568.98	1.86
Total Dept 000		28,175.67	18,652.00	18,652.00	378.96	0.00	18,273.04	2.03
TOTAL REVENUES		28,175.67	18,652.00	18,652.00	378.96	0.00	18,273.04	2.03
Expenditures								
Dept 301 - OPERATING COSTS								
890-301-968.000	DEPRECIATION EXPENSE	74,187.00	74,187.00	74,187.00	0.00	0.00	74,187.00	0.00
Total Dept 301 - OPERATING COSTS		74,187.00	74,187.00	74,187.00	0.00	0.00	74,187.00	0.00
Dept 905 - DEBT SERVICE								
890-905-954.000	AGENT FEES	414.37	0.00	63.38	351.00	287.62	(287.62)	553.80
890-905-998.000	INTEREST NT BOND	7,194.88	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 905 - DEBT SERVICE		7,609.25	0.00	63.38	351.00	287.62	(287.62)	553.80
TOTAL EXPENDITURES		81,796.25	74,187.00	74,250.38	351.00	287.62	73,899.38	0.47
Fund 890 - N.T. SEWER DISTRICT:								
TOTAL REVENUES		28,175.67	18,652.00	18,652.00	378.96	0.00	18,273.04	2.03
TOTAL EXPENDITURES		81,796.25	74,187.00	74,250.38	351.00	287.62	73,899.38	0.47
NET OF REVENUES & EXPENDITURES		(53,620.58)	(55,535.00)	(55,598.38)	27.96	(287.62)	(55,626.34)	0.05
BEG. FUND BALANCE		2,931,759.44	2,878,138.86	2,878,138.86	2,878,138.86			
END FUND BALANCE		2,878,138.86	2,822,603.86	2,822,540.48	2,878,166.82			

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 ORIGINAL BUDGET	2017-18 AMENDED BUDGET	YTD BALANCE 01/31/2018	ACTIVITY FOR MONTH 01/31/18	AVAILABLE BALANCE	% BDGT USED
Fund 955 - FIRE TRUCK BOND MILLAGE								
Revenues								
Dept 000								
955-000-445.000	PENALTY & INTEREST ON TAXES	580.44	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		580.44	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		580.44	0.00	0.00	0.00	0.00	0.00	0.00
Fund 955 - FIRE TRUCK BOND MILLAGE:								
TOTAL REVENUES		580.44	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		580.44	0.00	0.00	0.00	0.00	0.00	0.00
BEG. FUND BALANCE		(580.44)						
END FUND BALANCE								
TOTAL REVENUES - ALL FUNDS		6,593,648.74	6,475,805.00	6,513,166.00	14,553,665.58	2,916,065.55	(8,040,499.58)	223.45
TOTAL EXPENDITURES - ALL FUNDS		6,990,600.79	6,775,952.00	6,524,680.19	12,836,216.53	5,785,221.02	(6,311,536.34)	196.73
NET OF REVENUES & EXPENDITURES		(396,952.05)	(300,147.00)	(11,514.19)	1,717,449.05	(2,869,155.47)	(1,728,963.24)	4,915.93
BEG. FUND BALANCE - ALL FUNDS		13,975,983.61	13,579,031.56	13,579,031.56	13,579,031.56			
END FUND BALANCE - ALL FUNDS		13,579,031.56	13,278,884.56	13,567,517.37	15,296,480.61			

# Supervisor's Report

From: Marlene Chockley

Date: February 8, 2018

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## **Washtenaw Urban County Executive Committee – January 10 and February 7**

On January 10, we received a presentation on the Washtenaw County Brownfield Authority. It provides various incentives to assist communities with assessing environmental conditions on suspected brownfield sites and funding clean-up of contamination. The environmental assessment grant program covers 100% of costs for publicly owned sites up to \$15,000 and 50% of costs up to \$10,000 for privately owned sites. Local brownfield revolving grants or loans are available up to \$1,000,000 for governmental and non-profits. Only loans are available for private entities. A typical award is under \$250,000. Additionally, brownfield tax-increment financing plan can be used to support the redevelopment of a brownfield site where the tax capture is used to reimburse the developer for the eligible costs of clean-up.

On February 7, we received a short presentation on the non-housing needs survey that was done recently. Northfield was one of the top 4 municipalities in participants to the survey so a great many of our needs were included in the presentation. While the township has used its Community Development Block Grant (CDBG) funds for many years into the future with the construction of the sidewalk on Main Street near the Public Safety Building, we may be eligible for a CDBG Priority Project in the next year or so. Those projects are not tied to that allocation. I have asked staff for the criteria and will let you know if we qualify.

Another of the needs that was identified in the survey and about which I have been receiving calls from residents is broadband service to the rural areas. A group has been meeting in the county to find solutions to the problem. I will keep you informed as I get more information.

## **Washtenaw Area Transportation Study – January 17**

As part of the 2018 work plan, AAATA is looking at how it provides service, where the gaps are, and funding opportunities. They will be looking at partnerships and alternatives to traditional bus network systems to better serve communities. Part of this is a paratransit study of services to seniors and persons with disabilities. We also looked at the State's safety targets and safety performance measures of fatalities, fatality rate per 100 million vehicle miles traveled (VMT), serious injuries, serious injury rate per 100 million VMT, and non-motorized fatalities and serious injuries. WATS has developed some fact sheets on measures of the 2040 Long Range Plan targets of transit, air quality attainment, alternative transportation mode share, and per capita vehicle miles traveled.

## **Huron River Watershed Council – January 18**

We reviewed the Core Values, Goals and Objectives of the 2016-2020 Strategic Plan. The core values are working with a collaborative and inclusive spirit to give all partners the opportunity to become stewards, generating science-based, trustworthy information for decision makers to ensure reliable supplies of

clean water and resilient natural systems and advocating for the health of the river and the lands around it. The Strategic Plan identifies implementation steps and measures them. Visit [HRWC.org](http://HRWC.org) for more information on the plan.

We also received a summary report of the economic impact of the Huron River. The report was the result of a 2016 partnership with Grand Valley State University's Seidman College of Business. It says that the Huron River and the Huron River National Water Trail are estimated to have the following economic impact: \$53.5 M in annual economic output which is the sum of \$29.9 M in direct spending and \$23.6 M in indirect or induced spending, 641 local jobs added to the region, \$628 M in added property value, \$150 M in annual environmental value, and 2.6 M visitor days.

Water-based recreation is a big draw and I wonder what the economic impact is of Whitmore Lake currently and what it could mean for the future of Northfield Township.

#### **Downtown Development Authority – January 22**

The DDA approved the attorney recommendations for the bylaw changes. We will bring that back for formal adoption at a future board meeting. The Authority spent more time considering the uses allowed in the Downtown District and will provide their input to the township planner for planning commission consideration in the near future.

They also passed a motion unanimously to request the Board of Trustees to direct the Planning Commission to review the zoning of parcels on Whitmore Lake Road south of North Territorial in the Whitmore Lake – North Territorial overlay district and to adjust the underlying zoning to more accurately reflect the local conditions. This can be done consistent with the Master Plan and would improve the ability of certain businesses to site there.

#### **Redevelopment Ready Communities – January 25**

On January 25<sup>th</sup>, Steve Aynes and I attended the first half of the Redevelopment Ready Communities (RRC) program put on by the Michigan Economic Development Corporation. I had previously attended the last half of the program and have now completed all of the sessions. This program focuses on laying the groundwork to be ready respond to businesses and developers exploring projects in the community. It looks at planning and zoning processes from a business perspective. Several communities in the area are certified Redevelopment Ready or are in the process of becoming so. I believe that Northfield Township will benefit greatly from their professional evaluation of our processes and the marketing and potentially even grant assistance that can come from it. The presenter noted that \$20,000 may be available to assist with zoning ordinance improvements or \$25,000 for Master Plan development should we decide to become engaged in the program. I'll provide more information at our next meeting.

#### **Board of Review Training – February 6**

I attended board of review training with two of our board of review members, Terry Webb and Chris Salata, and our assistant assessor, Mary Bird.

Respectfully submitted,

Marlene Chockley

Township Manager's Report prepared by Steve Aynes for the February 13, 2018 Board Meeting

#### Code Enforcement and Zoning efforts

The Township in an effort to better serve our citizens has had McKenna start having the Zoning Administrator in our office 4 hours per week. I believe this is a substantial improvement in public service. It demonstrates the Board and staff's listening to the public's concerns and putting in place a positive response to these concerns.

The new code Enforcement Officer has also been catching up on past complaints as well as proactively working as a team with the Zoning Administrator to address various zoning related concerns.

#### SAW Grant First Reimbursement request

Along with the return of the signed agreement, there was a cover letter authorizing the Township to seek reimbursement in excess of the required local match going back to 2013. The first request for reimbursement for the amount previously paid to the engineer and the equivalent cost of using the Township's own manpower and equipment was submitted in late January. We have now received the first reimbursement in the amount of \$ 116,519.34. The township is required to finish the project by December 2020.

The grant's purpose is to evaluate the existing sewer lines and Wastewater Treatment Plant to determine when repairs would be needed and how well the system is currently working.

#### Michigan Municipal Executives

I appreciate the Board allowing me to attend the MME Winter Institute. This was held in Ann Arbor this year Tuesday January 30-Friday, February 2. Cyber-security, infrastructure funding, liability issues, legal matters, and handicapped accessibility were among the issues discussed. The Michigan Municipal League also provided an update on proposed and adopted laws and other issues in Lansing.

The networking opportunities allowed for conversation with local government management officials from all parts of Michigan including the UP. This allows for discussion of many issues that were not discussed during the formal part of the program.

#### Budget for the next Fiscal Year

The use of the funds received by the Township sets the stage for what does or does not happen in the Fiscal Year 2018/19 (this is July 1, 2018-June 30, 2019). If the Board has ideas for how money should be spent in the Township next year, please let me know.



DRAFT

Recording Secretary

## INDEPENDENT CONTRACTOR AGREEMENT

This Agreement is entered into as of the \_\_\_\_\_ day of \_\_\_\_\_ 2018, between the Township of Northfield (the "Township") and Lisa Lemble, \_\_\_\_\_, \_\_\_\_\_, Michigan ("Consultant").

**1. Independent Contractor.** Subject to the terms and conditions of this Agreement, the Township engages Consultant as an independent contractor to perform the services set forth herein, and the Consultant hereby accepts such engagement. Nothing contained herein or any document executed in connection herewith, shall be construed to create an employer-employee, partnership, or joint venture relationship between the Township and Consultant. Consultant is an independent contractor and not an employee of the Township. The compensation set forth in Paragraph 4 shall be the sole consideration due Consultant for the services rendered hereunder. It is understood that the Township will not withhold any amounts for payment of taxes from the compensation of Consultant. Consultant, or any member, agent, or employee of Consultant will not represent to be, or hold themselves out as, an employee of the Township, and Consultant acknowledges absolutely no right or entitlement in or to any of the pension, retirement or other benefit programs now or hereafter available to the Township's employees. Any and all sums subject to deductions, if any, required to be withheld and/or paid under any applicable state, federal or municipal laws or regulations shall be Consultant's sole responsibility and Consultant shall indemnify and hold Township harmless from any and all damages, claims and expenses arising out of or resulting from any claims asserted by any taxing authority as a result of or in connection with said payments.

**2. Duties.** The Client hereby agrees to engage the Consultant to provide the Township with services (the "Services") consisting of: taking minutes at board meetings

The Consultant serves at the direction of the Township Board of Trustees, or their designee as assigned by the Township Board of Trustees. The Consultant shall perform duties including, but not limited to, the following: Recording Secretary services

- a. keep the legal, official minutes of the Township meetings;
- b. take minutes during Township meetings, as requested by the Township
- c. correspond with Board members and/or Commissioners as necessary regarding minutes;
- d. track attendance and voting records at meetings;
- e. provide draft minutes to the relevant Board or Commission for their approval and/or approval with amendment; and
- e. make any and all requested amendments to draft minutes.

**3. Term.** This Agreement shall commence on \_\_\_\_\_, 201\_\_\_\_, and shall terminate on \_\_\_\_\_, 201\_\_\_\_, unless earlier terminated by either party as set forth herein. This Agreement may be terminated at will, for any reason or no reason, upon fifteen (15) days prior written notice by the Township Board or Consultant, and shall not require a showing of just cause, or any other showing.

In the event that Consultant breaches a material provision under this Agreement, the Township Board may terminate this Agreement and require the Consultant to indemnify the Township against all damages arising out of such breach. The indemnification set forth in this paragraph shall be in addition to, and supplement any indemnification required by paragraph 9, below.

**4. Compensation.** As full compensation for the services performed by Consultant, the Township shall pay the Consultant at rate of \$195.00 for the first three hours of any meeting attended, and an additional \$125.00 for any time beyond the first three hours, unless directed by the Township Board. Compensation shall only be provided for periods when Consultant is providing services for the Township, not inclusive of lunch hour, breaks, or time spent traveling to and from Township facilities.

**5. Expenses.** The Township will only reimburse expenses that have been approved in advance by the Township Board of Trustees. Upon pre-approval, the Consultant shall invoice and the Township shall reimburse Consultant for reasonable and necessary expenses incurred by the Consultant in connection with providing the Services.

**6. Documentation of Efforts.** To assure performance of its obligations hereunder, and for proper payment for work performed, Consultant shall provide the Township monthly invoices, which shall be due by the 5th day of the following month, and shall identify and describe by date the services performed, the hours expended, and any other pertinent information requested by the Township.

**7. Consultant's Taxpayer I.D. Number.** The taxpayer I.D. number of the Consultant is \_\_\_\_\_.

**8. Ownership of Equipment and Intellectual Property.** All intellectual property and related equipment (the "intellectual Property") including any related work in progress that is developed or produced under this Agreement, will be the sole property of the Township. The use of the Intellectual Property by the Township will not be restricted in any manner.

The Consultant may not use the Intellectual Property for any purpose other than that contracted for in this Agreement except with the written consent of the Township. The Consultant will be responsible for any and all damages resulting from the unauthorized use of the Intellectual Property.

**9. Insurance.** Consultant will be required to maintain general liability, automobile liability, workers' compensation and employer's liability insurance in an amount deemed acceptable by the Township's insurance carrier, and shall add the Township as an additional insured on such policies.

Consultant shall, additionally, indemnify and hold harmless the Township, its agents and employees from and against any damages, claims, and expenses arising out of or

resulting from work conducted by Consultant and its agents or employees. The indemnification set forth in this section, and in paragraph three, above, shall survive the termination of this Agreement.

**10. Competent Work.** All work will be done in a competent fashion in accordance with applicable standards of the profession and all services are subject to final approval by the Township Board prior to payment.

**11. Representations and Warranties.** The Consultant shall have no authority to bind the Township without the prior consent of the Township Board, and shall not represent or warrant the authority to do so.

**12. Legal Right.** Consultant covenants and warrants that Consultant has the legal right to enter into this Agreement and to perform in accordance with its terms without violating the rights of others or any applicable law.

**13. Waiver.** Failure to invoke any right, condition, or covenant in this Agreement by either party shall not be deemed to imply or constitute a waiver of any rights, condition, or covenant and neither party may rely on such failure.

**14. Conflicts of Interest.** The Consultant represents that it is free to enter into this Agreement and that this engagement does not violate the terms of any agreement between the Consultant and any third party.

**15. Successors and Assigns.** This Agreement is not assignable without the written consent of the Northfield Township.

**16. Choice of Law.** The laws of the state of Michigan shall govern the validity of this Agreement, the construction of its terms and the interpretation of the rights and duties of the parties hereto.

**17. Notice.** Any notice or communication permitted or required by this Agreement shall be deemed effective when personally delivered or deposited, postage prepaid, in the first class mail of the United States properly addressed to the appropriate party at the address set forth below:

A. Notices to Consultant:

B. Notices to the Township:

8350 Main Street  
P. O. Box 576  
Whitmore Lake, Michigan 48189

Any party hereto may change its address for purposes of this paragraph by written notice.

**18. Headings.** Section headings are not to be considered a part of this Agreement and are not intended to be a full and accurate description of the contents hereof.

**19. Assignment.** The Consultant shall not assign any rights under this Agreement, or delegate the performance of any duties, without the prior written consent of the Township.

**20. Modification or Amendment.** Except as set forth in paragraph 16, above, no amendment, change or modification of this Agreement shall be valid unless in writing signed by the parties hereto.

**21. Entire Understanding.** This document and any exhibit attached constitute the entire understanding and agreement of the parties, and any and all prior agreements, understandings, and representations are hereby terminated and canceled in their entirety and are of no further force and effect.

**22. Unenforceability of Provisions.** If any provision of this Agreement, or any portion thereof, is held to be invalid and unenforceable, the remainder of this Agreement shall nevertheless remain in full force and effect.

IN WITNESS WHEREOF the undersigned have executed this Agreement as of the day and year first written above. The parties hereto agree that facsimile signatures shall be as effective as if originals.

TOWNSHIP OF NORTHFIELD

CONSULTANT

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

By: Lisa Lemble



DRAFT  
AN Operator

## INDEPENDENT CONTRACTOR AGREEMENT

This Agreement is entered into as of the \_\_\_\_\_ day of \_\_\_\_\_ 2018, between the Township of Northfield (the "Township") and James Nelson, \_\_\_\_\_, \_\_\_\_\_, Michigan ("Consultant").

**1. Independent Contractor.** Subject to the terms and conditions of this Agreement, the Township engages Consultant as an independent contractor to perform the services set forth herein, and the Consultant hereby accepts such engagement. Nothing contained herein or any document executed in connection herewith, shall be construed to create an employer-employee, partnership, or joint venture relationship between the Township and Consultant. Consultant is an independent contractor and not an employee of the Township. The compensation set forth in Paragraph 4 shall be the sole consideration due Consultant for the services rendered hereunder. It is understood that the Township will not withhold any amounts for payment of taxes from the compensation of Consultant. Consultant, or any member, agent, or employee of Consultant will not represent to be, or hold themselves out as, an employee of the Township, and Consultant acknowledges absolutely no right or entitlement in or to any of the pension, retirement or other benefit programs now or hereafter available to the Township's employees. Any and all sums subject to deductions, if any, required to be withheld and/or paid under any applicable state, federal or municipal laws or regulations shall be Consultant's sole responsibility and Consultant shall indemnify and hold Township harmless from any and all damages, claims and expenses arising out of or resulting from any claims asserted by any taxing authority as a result of or in connection with said payments.

**2. Duties.** The Client hereby agrees to engage the Consultant to provide the Township with services (the "Services") consisting of: Audio Visual Technician Services

The Consultant serves at the direction of the Township Board of Trustees, or their designee as assigned by the Township Board of Trustees. The Consultant shall perform duties including, but not limited to, the following:

- a. set up, maintain and operate equipment to enhance live events, such as microphones, headsets, video recorders and sound mixing equipment;
- b. videographically record meetings and presentations at meetings, including, but not limited to operation of video and sound equipment, and coordination of graphics used in displays;
- c. provide technical support, as requested, during township meetings;
- d. Store video and sound recordings; and
- e. Post web-site ready videos to Northfield Township and Livestream.com websites.

**3. Term.** This Agreement shall commence on \_\_\_\_\_, 201\_\_\_\_, and shall terminate on \_\_\_\_\_, 201\_\_\_\_, unless earlier terminated by either party as set forth herein. This Agreement may be terminated at will, for any reason or no reason,

upon fifteen (15) days prior written notice by the Township Board or Consultant, and shall not require a showing of just cause, or any other showing.

In the event that Consultant breaches a material provision under this Agreement, the Township Board may terminate this Agreement and require the Consultant to indemnify the Township against all damages arising out of such breach. The indemnification set forth in this paragraph shall be in addition to, and supplement any indemnification required by paragraph 9, below.

**4. Compensation.** As full compensation for the services performed by Consultant, the Township shall pay the Consultant at rate of \$85.00 per meeting for which services set forth in paragraph two are provided, unless directed by the Township Board. Compensation shall only be provided for periods when Consultant is providing services for the Township, not inclusive of lunch hour, breaks, or time spent traveling to and from Township facilities.

**5. Expenses.** The Township will only reimburse expenses that have been approved in advance by the Township Board of Trustees. Upon pre-approval, the Consultant shall invoice and the Township shall reimburse Consultant for reasonable and necessary expenses incurred by the Consultant in connection with providing the Services.

**6. Documentation of Efforts.** To assure performance of its obligations hereunder, and for proper payment for work performed, Consultant shall provide the Township monthly invoices, which shall be due by the 5th day of the following month, and shall identify and describe by date the services performed, the hours expended, and any other pertinent information requested by the Township.

**7. Consultant's Taxpayer I.D. Number.** The taxpayer I.D. number of the Consultant is \_\_\_\_\_.

**8. Ownership of Equipment and Intellectual Property.** All intellectual property and related equipment (the "intellectual Property") including any related work in progress that is developed or produced under this Agreement, will be the sole property of the Township. The use of the Intellectual Property by the Township will not be restricted in any manner.

The Consultant may not use the Intellectual Property for any purpose other than that contracted for in this Agreement except with the written consent of the Township. The Consultant will be responsible for any and all damages resulting from the unauthorized use of the Intellectual Property.

**9. Insurance.** Consultant will be required to maintain general liability, automobile liability, workers' compensation and employer's liability insurance in an amount deemed acceptable by the Township's insurance carrier, and shall add the Township as an additional insured on such policies.

Consultant shall, additionally, indemnify and hold harmless the Township, its agents and employees from and against any damages, claims, and expenses arising out of or resulting from work conducted by Consultant and its agents or employees. The indemnification set forth in this section, and in paragraph three, above, shall survive the termination of this Agreement.

**10. Competent Work.** All work will be done in a competent fashion in accordance with applicable standards of the profession and all services are subject to final approval by the Township Board prior to payment.

**11. Representations and Warranties.** The Consultant shall have no authority to bind the Township without the prior consent of the Township Board, and shall not represent or warrant the authority to do so.

**12. Legal Right.** Consultant covenants and warrants that Consultant has the legal right to enter into this Agreement and to perform in accordance with its terms without violating the rights of others or any applicable law.

**13. Waiver.** Failure to invoke any right, condition, or covenant in this Agreement by either party shall not be deemed to imply or constitute a waiver of any rights, condition, or covenant and neither party may rely on such failure.

**14. Conflicts of Interest.** The Consultant represents that it is free to enter into this Agreement and that this engagement does not violate the terms of any agreement between the Consultant and any third party.

**15. Successors and Assigns.** This Agreement is not assignable without the written consent of the Northfield Township.

**16. Choice of Law.** The laws of the state of Michigan shall govern the validity of this Agreement, the construction of its terms and the interpretation of the rights and duties of the parties hereto.

**17. Notice.** Any notice or communication permitted or required by this Agreement shall be deemed effective when personally delivered or deposited, postage prepaid, in the first class mail of the United States properly addressed to the appropriate party at the address set forth below:

A. Notices to Consultant:

B. Notices to the Township:

8350 Main Street

P. O. Box 576  
Whitmore Lake, Michigan 48189

Any party hereto may change its address for purposes of this paragraph by written notice.

**18. Headings.** Section headings are not to be considered a part of this Agreement and are not intended to be a full and accurate description of the contents hereof.

**19. Assignment.** The Consultant shall not assign any rights under this Agreement, or delegate the performance of any duties, without the prior written consent of the Township.

**20. Modification or Amendment.** Except as set forth in paragraph 16, above, no amendment, change or modification of this Agreement shall be valid unless in writing signed by the parties hereto.

**21. Entire Understanding.** This document and any exhibit attached constitute the entire understanding and agreement of the parties, and any and all prior agreements, understandings, and representations are hereby terminated and canceled in their entirety and are of no further force and effect.

**22. Unenforceability of Provisions.** If any provision of this Agreement, or any portion thereof, is held to be invalid and unenforceable, the remainder of this Agreement shall nevertheless remain in full force and effect.

IN WITNESS WHEREOF the undersigned have executed this Agreement as of the day and year first written above. The parties hereto agree that facsimile signatures shall be as effective as if originals.

TOWNSHIP OF NORTHFIELD

CONSULTANT

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

\_\_\_\_\_  
By: Lisa Lemble



## **LEASE**

This Lease is made this \_\_\_\_\_ day of \_\_\_\_\_, 2018, between the TOWNSHIP OF NORTHFIELD, a Michigan Municipal Corporation, whose address is 8350 Main Street, Whitmore Lake, Michigan 48189, hereinafter referred to as "Landlord" and LIVINGSTON AND WASHTENAW COUNTY NARCOTICS ENFORCEMENT TEAMS, a Michigan \_\_\_\_\_, whose address is P.O. Box 1121 Ann Arbor, Michigan 48106, hereinafter referred to as "Tenant".

1.     **PREMISES LEASED:** The Landlord leases to the Tenant the northern four thousand, five hundred square feet (4,500 sq. ft.) of the second story of the building commonly referred to as the Public Safety Building, located at 8350 Main Street, in the Township of Northfield, County of Washtenaw, State of Michigan, and more particularly described as follows:

### **EXHIBIT A ATTACHED**

(the "Leased Premises").

Tenant agrees and acknowledges that it will not utilize any other portion of the Public Safety Building, apart from shared use of bathrooms located on the second floor, the rear door from the back parking lot and attached stairwell to the second floor, and except as otherwise set forth herein. Tenant agrees that the parking lot will continued to be utilized as a public parking lot used by the Township, by members of the public, merchants and their customers, and for other civic events approved by Landlord. Tenant shall be permitted to park vehicles behind the Public Safety Building, but shall not park vehicles in the lot in front of the Public Safety Building. Tenant agrees that it will use the front entrance to the Public Safety Building only as necessary for use of the elevator to comply with state and federal law, including, but not limited to, the Americans with Disabilities Act.

2. **TERM:** The term of this Lease shall be for five (5) years commencing on the 1st day of May, 2018, and terminating on the 30th day of April, 2023. It is agreed that in the event of the Tenant holding over after the termination of this Lease, thereafter the tenancy shall be from month to month in the absence of a written agreement to the contrary.

3. **RENT:** The Tenant leases the Leased Premises for the term as stated above and agrees to pay the Landlord as rent for said premises the sum of Three Thousand Dollars (\$3,000.00) per month, payable in advance, beginning on the first day of the month following commencement of this Lease, as set forth under "term" above and on the same day for each and every month thereafter for the term of this Lease. The rent shall remain at this rate for years one and two of this Lease, but shall be increased as of May 1 of each year for years three, four and five by the Consumer Price Index published by the Department of Labor for the relevant area containing the Leased Premises, currently Detroit-Ann Arbor-Flint, up to a maximum of a three percent (3%) increase in each year. All payments of rent or other sums to be paid to the Landlord shall be made at 8350 Main Street, Whitmore Lake, Michigan 48189. The rent obligation shall be subject to the reimbursement for improvements set forth in Paragraph 4, below.

4. **LEASEHOLD IMPROVEMENTS MADE BY TENANT:** As a portion of the consideration for this Lease, the tenant shall construct interior tenant improvements, as more fully set forth on Exhibit B, attached hereto (the "Improvements"), which shall be submitted to and approved by Landlord prior to execution of this lease. Tenant shall, at tenant's sole cost and expense, complete all work necessary for the operation of its business in a workman like manner and shall comply with all local, state or other regulatory building codes. Subject to obtaining any and all necessary building permits, and any other approvals required by law, Tenant may commence construction of the Improvements on the date that this Lease is executed by both parties, and construction of the Improvements shall be completed by May 1, 2018. The

Improvements shall remain in place at the termination of this Lease, and the Landlord shall become the owner of the Improvements upon termination of the Lease. In consideration for the construction of these improvements, Landlord shall reimburse Tenant for 50% of the actual costs set forth in bills or invoices presented to Landlord for construction of the Improvements, not to include engineering, architectural or planning work, in an amount not to exceed forty-eight thousand, six hundred fifty dollars (\$48,650.00). This reimbursement shall be pro-rated monthly, over the full five-year term of this Lease, in the amount of eight hundred ten dollars and eighty-four cents (\$810.84). This reimbursement shall be paid to LAWNET on a monthly basis, by the 15<sup>th</sup> of the month, with the first payment due May 15, 2018. This reimbursement obligation shall only be owed by the Township for months for which LAWNET has paid its rent as set forth in Paragraph 3, above, including any months for which LAWNET may have paid its rent after the applicable due date or any applicable cure period.

**5. USE:** The Tenant shall use the designated premises for office use and for no other purposes without the prior written consent of the Township of Northfield.

**6. ACCESS BY LANDLORD:** The Landlord shall have the right to enter upon the leased premises at all reasonable hours, upon reasonable notice, for the purpose of inspecting the premises and for any purpose related to the safety, protection, operation or improvements of the building. If the Landlord deems any repairs necessary, it may demand that the Tenant make the same and if the Tenant refuses or neglects forthwith to commence such repairs and complete the repairs within reasonable dispatch, the Landlord may make or cause to be made such repairs and shall not be responsible to the Tenant for any loss or damage that may accrue to its business by reason thereof, and if the Landlord makes or causes to be made such repairs, the Tenant agrees that it will forthwith on demand pay to the Landlord the cost thereof with interest at seven (7%) percent per annum.

**7. TENANT'S COVENANTS:** The Tenant agrees as follows:

- A. To use the premises in accordance with all governmental laws and regulations.
- B. All expenses for electrical, telephone and cable utilities will be paid by Tenant as actually incurred and separately metered. Any and all costs attributable to the installation of meters for the purposes of this section shall be borne solely by Tenant. Tenant shall additionally pay for one REU of sanitary sewer usage, in the amount of eighty-four dollars (\$84.00) per quarter, and shall pay its pro rata share of the following:
  - (1) heating bills, agreed to be 9% of the total heating bill incurred by Landlord, and
  - (2) air conditioning bills during the months of May, June, July, August and September, agreed to be 9% of the monthly electricity cost actually incurred by Landlord for that month over and above average winter electricity usage, defined as the average of the Landlord's electricity bills for the immediately preceding November, December, January, February and March.
- C. To pay any and all personal property taxes arising out of or incident to its use of the leased premises.
- D. Subject to Landlord's obligations in Section 9(C), below, to, at its own expense, during the continuation of this Lease, keep the leased property and every part thereof in good repair, and at the expiration of the term return the same in like condition as when taken, reasonable use and wear excepted.
- E. To not make any alterations, additions or improvements to the leased property, other than those set forth in Paragraph 4, above, without Landlord's prior written

consent, and all alterations, additions or improvements made by either of the parties hereto upon the leased property, except movable office furniture and trade fixtures put in at the expense of Tenant, shall be the property of the Landlord, and shall remain upon and be surrendered with the Premises at the termination of this Lease, without molestation or injury. At or before the termination of this Lease, Tenant shall, at its sole expense, remove the movable office furniture and trade fixtures put in at the expense of Tenant and shall repair any and all damage caused by such removal.

- F. To not perform any acts or carry out any practices which may injure the building or constitute a nuisance, including, but not limited to odors from any illegal drugs, including, but not limited to, cannabis.
- G. To keep the premises under its control clean and free from rubbish and dirt at all times.
- H. To procure and keep in effect during the term of this Lease a general commercial liability policy in the amount of One Million Dollars (\$1,000,000.00) per occurrence and Two Million Dollars (\$2,000,000.00) in the aggregate, which shall include coverage for the Improvements. Landlord and the Northfield Township Board of Trustees shall be listed as an additional insured. Tenant shall, additionally, maintain a workers' compensation policy at the statutorily-required limits, and an excess liability policy of Five Million Dollars (\$5,000,000.00). Tenant shall deliver the Certificate of Insurance evidencing the above coverages to the Landlord and upon Tenant's failure to do so, the Landlord may at its option obtain such insurance and the cost shall be paid as additional rent due and payable upon the next ensuing rent day.

I. Tenant agrees to indemnify and hold harmless Landlord from any liability for damages to any person or property in, on or about the Premises from any cause whatsoever, except the gross negligence or intentional misconduct of Landlord and/or its representatives, employees or agents. In addition to the charges set forth in Paragraph 3 above, Tenant further agrees to pay as additional rental any increase in premiums for insurance against loss by fire that may be charged during the term of this Lease on the amount of insurance now carried by Landlord on the Premises and on the improvements situated on said Premises, resulting from the business carried on in the leased property by Tenant or the character of its occupancy, whether or not Landlord has consented to the same. Tenant additionally agrees to keep the plate glass insured with an insurance company acceptable to Landlord in the name of Landlord, and to deliver the policy or policies to Landlord. Upon Tenant's failure to do so, Landlord may place such insurance and charge the same to Tenant as so much additional rent as provided above, but the failure of Tenant to provide such insurance does not release Tenant of the liability.

All of Tenant's fire and property damage insurance policies shall name Landlord as an additional insured or loss payee. All insurance policies to be provided by Tenant to Landlord shall provide for coverage on an occurrence basis, shall have deductibles acceptable to Landlord and shall be from reputable national insurance companies reasonably acceptable to Landlord. Such policies further shall contain the provision that 30 days prior to any change, termination or cancellation of coverage, the insurance company will provide written notice to Landlord. Upon receipt of any termination or cancellation notification from the insurance

company, if said coverage is not reinstated by the end of said 30-day period, Landlord may, at its option, obtain comparable insurance coverage, and the costs thereof shall be paid by Tenant as additional rent due and payable upon the next ensuing rent day.

J. Neither party shall assign this Lease or sublet the premises or any portion of the premises without the express written consent of all parties.

K. To peaceably surrender and deliver up the premises and every part thereof to the Landlord upon the expiration of the term of this Lease.

**8. LANDLORD'S COVENANTS:** The Landlord agrees as follows:

A. The Landlord guarantees that the Tenant will peaceably hold and enjoy the premises as long as the Tenant shall perform all of the terms and covenants of this Lease to be performed by it.

B. The Landlord will procure and maintain, at its own cost, fire and extended insurance coverage on said building located on the premises, but this shall not be construed to provide any coverage for any property placed upon said premises by the Tenant.

C. Landlord shall be responsible for maintenance, repair and replacement of (a) the exterior of the building in which the Leased Premises are located (the "Building"), including walls, roof, subsurface walls, and foundation and (b) the mechanical (including HVAC), electrical, plumbing and fire/life safety systems and elevators serving the Building in general. However, any such repairs or replacement for such portions of the Building that are caused by the gross negligence or intentional acts of Tenant or employees or invitees shall be the responsibility of Tenant to repair, or replace..

**9. DESTRUCTION OF PREMISES:** It is understood and agreed that if the premises leased are damaged or destroyed in whole or in part by fire or other casualty during the term of this Lease resulting in the Leased Premises being untenable for Tenant's use and purposes, either party shall have the right to terminate this Lease. It is further understood and agreed that if the damage or destruction is a result of the negligent act or intentional act of the Tenant, the Tenant shall not have the right to terminate this Lease.

**10. DEFAULT:** If the Tenant shall default in any payment or expenditure other than the rent required to be paid or expended by the Tenant under the terms of this Lease, the Landlord shall notify the Tenant of such default, and allow a period of 10 days, in the case of a default in any payment, or 30 days, in all other cases, in which to cure such default. After that time, Landlord may at its option make such payment or expenditure, in which event the amount shall be payable as rent to the Landlord by the Tenant on the next ensuing rent date together with interest at seven (7%) percent per annum from the date of such payment or expenditure by the Landlord and on default on such payment, the Landlord shall have the same remedies as on default in the payment of rent. In the event that Tenant is in default with respect to the payment of rent for any month, Landlord shall have no reimbursement obligations set forth in paragraph 4 above for such month(s) in which the rent was not paid until Tenant pays Landlord such past due rent. In the event the Landlord shall, during the period covered by this Lease, obtain possession of the premises by summary proceedings, or otherwise, the Tenant hereby agrees to pay the Landlord the expense incurred in obtaining possession of the premises and also all expenses and commission which may be paid in and about the letting of the same, and all other damages. It is agreed that each and every one of the rights, remedies and benefits provided by this Lease shall be cumulative, and shall not be exclusive of any other rights, remedies or benefits allowed by law.



**11. BANKRUPTCY AND INSOLVENCY:** The Tenant agrees that if the estate created hereby shall be taken in execution, or by other process of law, or if the Tenant shall be declared bankrupt or insolvent, according to law, or any receiver is appointed for the business and property of the Tenant, or if any assignment is made of the Tenant's property for the benefit of creditors, then in such event, the Lease may be canceled at the option of the Landlord.

**12. POSSESSION:** Landlord shall have no liability to Tenant if Landlord shall be unable to deliver possession of the premises on the date of the commencement of the term of this Lease by reason of the holding over of the prior occupant, or for any other cause beyond the reasonable control of Landlord, but in such event rent shall not commence until possession of the premises is tendered to Tenant. If Tenant shall occupy the premises prior to the date of the commencement of the term with the consent of Landlord, such occupancy shall be subject to all of the terms and conditions of this Lease.

**13. MORTGAGE:** Landlord reserves the right to subordinate this Lease to the lien of any first mortgage now or hereafter placed upon the premises. Tenant agrees to execute any documents requested by Landlord or mortgagee to confirm any such subordination.

**14. LEASING AS IS:** The Tenant acknowledges that the premises have been examined prior to the making of this Lease and that no representations as to the condition or state of repairs have been made by the Landlord or his agent which are not herein expressed, and the Tenant accepts the leased premises in the present condition at the date of the execution of this Lease.

**15. NOTICES:** Whenever under this Lease a provision is made for notice of any kind, it shall be deemed sufficient notice and service thereof if such notice to the Tenant is in writing addressed to the Tenant at its last known address or at the leased premises and deposited

in the mail with postage prepaid and if such notice to the Landlord is in writing addressed to the last known address of the Landlord and deposited in the mail with postage prepaid.

**16. ADVERTISING DISPLAY:** It is agreed that all signs and advertising displayed in or about the premises shall be such only as to advertise the business carried on upon said premises. The Landlord shall control the character, location and size of the signs. No signs shall be displayed unless approved by the Landlord. No awnings shall be installed or used on the exterior of said building unless approved by the Landlord.

Executed by the Landlord on this \_\_\_\_\_ day of \_\_\_\_\_, 2018 pursuant to a Resolution of the Township of Northfield on \_\_\_\_\_, 2018.

TOWNSHIP OF NORTHFIELD

By: \_\_\_\_\_  
Marlene Chockley, Township Supervisor

By: \_\_\_\_\_  
Kathy Manley, Township Clerk

LIVINGSTON AND WASHTENAW  
COUNTY NARCOTICS ENFORCEMENT  
TEAMS

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

Its:

Final Draft Showing Edits

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**LEASE**

This Lease is made this \_\_\_\_ day of \_\_\_\_\_, 2018, between the TOWNSHIP OF NORTHFIELD, a Michigan Municipal Corporation, whose address is 8350 Main Street, Whitmore Lake, Michigan 48189, hereinafter referred to as "Landlord" and LIVINGSTON AND WASHTENAW COUNTY NARCOTICS ENFORCEMENT TEAMS, a Michigan \_\_\_\_\_, whose address is P.O. Box 1121 Ann Arbor, Michigan 48106, hereinafter referred to as "Tenant".

1. **PREMISES LEASED:** The Landlord leases to the Tenant the northern four thousand, five hundred square feet (4,500 sq. ft.) of the second story of the building commonly referred to as the Public Safety Building, located at 8350 Main Street, in the Township of Northfield, County of Washtenaw, State of Michigan, and more particularly described as follows:

**EXHIBIT A ATTACHED**

(the "Leased Premises").

Tenant agrees and acknowledges that it will not utilize any other portion of the Public Safety Building, apart from shared use of bathrooms located on the second floor, the rear door from the back parking lot and attached stairwell to the second floor, and except as otherwise set forth herein. Tenant agrees that the parking lot will continued to be utilized as a public parking lot used by the Township, by members of the public, merchants and their customers, and for other civic events approved by Landlord. Tenant shall be permitted to park vehicles behind the Public Safety Building, but shall not park vehicles in the lot in front of the Public Safety Building. Tenant agrees that it will use the front entrance to the Public Safety Building only as

necessary for use of the elevator to comply with state and federal law, including, but not limited to, the Americans with Disabilities Act.

2. **TERM:** The term of this Lease shall be for five (5) years commencing on the 1st day of May, 2018, and terminating on the 30th day of April, 2023. It is agreed that in the event of the Tenant holding over after the termination of this Lease, thereafter the tenancy shall be from month to month in the absence of a written agreement to the contrary.

3. **RENT:** The Tenant leases the Leased Premises for the term as stated above and agrees to pay the Landlord as rent for said premises the sum of Three Thousand Dollars (\$3,000.00) per month, payable in advance, beginning on the first day of the month following commencement of this Lease, as set forth under "term" above and on the same day for each and every month thereafter for the term of this Lease. The rent shall remain at this rate for years one and two of this Lease, but shall be increased as of May 1 of each year for years three, four and five by the Consumer Price Index published by the Department of Labor for the relevant area containing the Leased Premises, currently Detroit-Ann Arbor-Flint, up to a maximum of a three percent (3%) increase in each year. All payments of rent or other sums to be paid to the Landlord shall be made at 8350 Main Street, Whitmore Lake, Michigan 48189. The rent obligation shall be subject to the reimbursement for improvements set forth in Paragraph 4, below.

4. **LEASEHOLD IMPROVEMENTS MADE BY TENANT:** As a portion of the consideration for this Lease, the tenant shall construct interior tenant improvements, as more fully set forth on Exhibit B, attached hereto (the "Improvements"), which shall be submitted to and approved by Landlord prior to execution of this lease. Tenant shall, at tenant's sole cost and expense, complete all work necessary for the operation of its business in a workman like manner and shall comply with all local, state or other regulatory building codes. Subject to obtaining any and all necessary building permits, and any other approvals required by law, Tenant may

commence construction of the Improvements on the date that this Lease is executed by both parties, and construction of the Improvements shall be completed by May 1, 2018. ~~Except as may be requested, in writing, by the Landlord, t~~The Improvements shall remain in place at the termination of this Lease, and the Landlord shall become the owner of the Improvements upon termination of the Lease. In consideration for the construction of these improvements, Landlord shall reimburse Tenant for 50% of the actual costs set forth in bills or invoices presented to Landlord for construction of the Improvements, not to include engineering, architectural or planning work, in an amount not to exceed forty-eight thousand, six hundred fifty dollars (\$48,650.00). This reimbursement shall be pro-rated monthly, over the full five-year term of this Lease, in the amount of eight hundred ten dollars and eighty-four cents (\$810.84). This reimbursement shall be paid to LAWNET on a monthly basis, by the 15<sup>th</sup> of the month, with the first payment due May 15, 2018. This reimbursement obligation shall only be owed by the Township for months for which LAWNET has paid its rent as set forth in Paragraph 3, above, including any months for which LAWNET may have paid its rent after the applicable due date or any applicable cure period.

**5. USE:** The Tenant shall use the designated premises for office use and for no other purposes without the prior written consent of the Township of Northfield.

**6. ACCESS BY LANDLORD:** The Landlord shall have the right to enter upon the leased premises at all reasonable hours, upon reasonable notice, for the purpose of inspecting the premises and for any purpose related to the safety, protection, operation or improvements of the building. If the Landlord deems any repairs necessary, it may demand that the Tenant make the same and if the Tenant refuses or neglects forthwith to commence such repairs and complete the repairs within reasonable dispatch, the Landlord may make or cause to be made such repairs and shall not be responsible to the Tenant for any loss or damage that may accrue to its business by

reason thereof, and if the Landlord makes or causes to be made such repairs, the Tenant agrees that it will forthwith on demand pay to the Landlord the cost thereof with interest at seven (7%) percent per annum.

**7. TENANT'S COVENANTS:** The Tenant agrees as follows:

- A. To use the premises in accordance with all governmental laws and regulations.
- B. All expenses for electrical, telephone and cable utilities will be paid by Tenant as actually incurred and separately metered. Any and all costs attributable to the installation of meters for the purposes of this section shall be borne solely by Tenant. Tenant shall additionally pay for one REU of sanitary sewer usage, in the amount of eighty-four dollars (\$84.00) per quarter, and shall pay its pro rata share of the following:
  - (1) heating bills, agreed to be 9% of the total heating bill incurred by Landlord, and
  - (2) air conditioning bills during the months of May, June, July, August and September, agreed to be 9% of the monthly electricity cost actually incurred by Landlord for that month over and above average winter electricity usage, defined as the average of the Landlord's electricity bills for the immediately preceding November, December, January, February and March.
- C. To pay any and all personal property taxes arising out of or incident to its use of the leased premises.
- D. Subject to Landlord's obligations in Section 9(C), below, to, at its own expense, during the continuation of this Lease, keep the leased property and every part

thereof in good repair, and at the expiration of the term return the same in like condition as when taken, reasonable use and wear excepted.

- E. To not make any alterations, additions or improvements to the leased property, other than those set forth in Paragraph 4, above, without Landlord's prior written consent, and all alterations, additions or improvements made by either of the parties hereto upon the leased property, except movable office furniture and trade fixtures put in at the expense of Tenant, shall be the property of the Landlord, and shall remain upon and be surrendered with the Premises at the termination of this Lease, without molestation or injury. At or before the termination of this Lease, Tenant shall, at its sole expense, remove the movable office furniture and trade fixtures put in at the expense of Tenant and shall repair any and all damage caused by such removal.
- F. To not perform any acts or carry out any practices which may injure the building or constitute a nuisance, including, but not limited to odors from any illegal drugs, including, but not limited to, cannabis.
- G. To keep the premises under its control clean and free from rubbish and dirt at all times.
- H. To procure and keep in effect during the term of this Lease a general commercial liability policy ~~renter's insurance for the benefit of the Landlord at Tenant's expense,~~ in the amount of One Million Dollars (\$1,000,000.00) per occurrence and Two Million Dollars (\$2,000,000.00) in the aggregate, which shall include coverage for the Improvements. Landlord and the Northfield Township Board of Trustees shall be listed as an additional-named insured. Tenant shall, additionally, maintain a workers' compensation policy at the statutorily-required limits, and an

excess liability policy of Five Million Dollars (\$5,000,000.00). Tenant shall deliver the Certificate of Insurance evidencing the above coverages to the Landlord and upon Tenant's failure to do so, the Landlord may at its option obtain such insurance and the cost shall be paid as additional rent due and payable upon the next ensuing rent day.

- I. Tenant agrees to indemnify and hold harmless Landlord from any liability for damages to any person or property in, on or about the Premises from any cause whatsoever, except the gross negligence or intentional misconduct of Landlord and/or its representatives, employees or agents. In addition to the charges set forth in Paragraph 3 above, Tenant further agrees to pay as additional rental any increase in premiums for insurance against loss by fire that may be charged during the term of this Lease on the amount of insurance now carried by Landlord on the Premises and on the improvements situated on said Premises, resulting from the business carried on in the leased property by Tenant or the character of its occupancy, whether or not Landlord has consented to the same. Tenant additionally agrees to keep the plate glass insured with an insurance company acceptable to Landlord in the name of Landlord, and to deliver the policy or policies to Landlord. Upon Tenant's failure to do so, Landlord may place such insurance and charge the same to Tenant as so much additional rent as provided above, but the failure of Tenant to provide such insurance does not release Tenant of the liability.

All of Tenant's fire and property damage insurance policies shall name Landlord as an additional insured or loss payee. All insurance policies to be provided by Tenant to Landlord shall provide for coverage on an occurrence basis, shall have



deductibles acceptable to Landlord and shall be from reputable national insurance companies reasonably acceptable to Landlord. Such policies further shall contain the provision that 30 days prior to any change, termination or cancellation of coverage, the insurance company will provide written notice to Landlord. Upon receipt of any termination or cancellation notification from the insurance company, if said coverage is not reinstated by the end of said 30-day period, Landlord may, at its option, obtain comparable insurance coverage, and the costs thereof shall be paid by Tenant as additional rent due and payable upon the next ensuing rent day.

- J. Neither party shall assign this Lease or sublet the premises or any portion of the premises without the express written consent of all parties.
- K. To peaceably surrender and deliver up the premises and every part thereof to the Landlord upon the expiration of the term of this Lease.

**8. LANDLORD'S COVENANTS:** The Landlord agrees as follows:

- A. The Landlord guarantees that the Tenant will peaceably hold and enjoy the premises as long as the Tenant shall perform all of the terms and covenants of this Lease to be performed by it.
- B. The Landlord will procure and maintain, at its own cost, fire and extended insurance coverage on said building located on the premises, but this shall not be construed to provide any coverage for any property placed upon said premises by the Tenant.
- C. Landlord shall be responsible for maintenance, repair and replacement of (a) the exterior of the building in which the Leased Premises are located (the "Building"), including walls, roof, subsurface walls, and foundation and (b) the mechanical

(including HVAC), electrical, plumbing and fire/life safety systems and elevators serving the Building in general. However, any such repairs or replacement for such portions of the Building that are caused by the gross negligence or intentional acts of Tenant or employees or invitees shall be the responsibility of Tenant to repair, or replace. The Landlord shall be responsible for all repairs in excess of Five Hundred Dollars (\$500.00) that would constitute a capital improvement to the premises, such as repairs to the roof, plumbing, electrical, heating and cooling systems.

**Comment [B1]:** The goal here is to create a dollar threshold below which repairs are, definitionally, not "capital improvements", not to make LAWNET pay for the first \$500 of any capital repair. Otherwise any repair will trigger an argument that it is a "capital improvement", and therefore not tenant's responsibility. If LAWNET considers \$500 to be too high for this purpose, please propose another figure.

9. SECURITY INTEREST: To secure the payment of the rent and all other sums or obligations referred to hereunder (collectively referred to as the "Indebtedness"), Tenant does hereby create in favor of Landlord, its successors and assigns, a continuing first security interest in all of Tenant's assets located at or relating to the Premises, including, but not limited to, all equipment, personal property, accounts receivable and inventory owned by Tenant except all items that would be considered police equipment, evidence, etc. In the event of the occurrence of any default hereunder, Landlord may exercise all of its rights under law, including by way of enforcement under the Uniform Commercial Code in effect in the State of Michigan at the date of this Lease. Upon executing this Lease, Tenant shall also execute any other documents or agreements, including a financing statement, necessary to create and/or perfect Landlord's security interest under this Section.

109. DESTRUCTION OF PREMISES: It is understood and agreed that if the premises leased are damaged or destroyed in whole or in part by fire or other casualty during the term of this Lease resulting in the Leased Premises being untenable for Tenant's use and purposes, either party shall have the right to terminate this Lease. It is further understood and

agreed that if the damage or destruction is a result of the negligent act or intentional act of the Tenant, the Tenant shall not have the right to terminate this Lease.

**140. DEFAULT:** If the Tenant shall default in any payment or expenditure other than the rent required to be paid or expended by the Tenant under the terms of this Lease, the Landlord shall notify the Tenant of such default, and allow a period of 10 days, in the case of a default in any payment, or 30 days, in all other cases, in which to cure such default. After that time, Landlord may at its option make such payment or expenditure, in which event the amount shall be payable as rent to the Landlord by the Tenant on the next ensuing rent date together with interest at seven (7%) percent per annum from the date of such payment or expenditure by the Landlord and on default on such payment, the Landlord shall have the same remedies as on default in the payment of rent. In the event that Tenant is in default with respect to the payment of rent for any month, Landlord shall have no ~~obligations under this Agreement, including the reimbursement obligations set forth in paragraph 4, above~~ for such month(s) in which the rent was not paid until Tenant pays Landlord such past due rent. In the event the Landlord shall, during the period covered by this Lease, obtain possession of the premises by summary proceedings, or otherwise, the Tenant hereby agrees to pay the Landlord the expense incurred in obtaining possession of the premises and also all expenses and commission which may be paid in and about the letting of the same, and all other damages. It is agreed that each and every one of the rights, remedies and benefits provided by this Lease shall be cumulative, and shall not be exclusive of any other rights, remedies or benefits allowed by law.

**112. BANKRUPTCY AND INSOLVENCY:** The Tenant agrees that if the estate created hereby shall be taken in execution, or by other process of law, or if the Tenant shall be declared bankrupt or insolvent, according to law, or any receiver is appointed for the business

and property of the Tenant, or if any assignment is made of the Tenant's property for the benefit of creditors, then in such event, the Lease may be canceled at the option of the Landlord.

**123. POSSESSION:** Landlord shall have no liability to Tenant if Landlord shall be unable to deliver possession of the premises on the date of the commencement of the term of this Lease by reason of the holding over of the prior occupant, or for any other cause beyond the reasonable control of Landlord, but in such event rent shall not commence until possession of the premises is tendered to Tenant. If Tenant shall occupy the premises prior to the date of the commencement of the term with the consent of Landlord, such occupancy shall be subject to all of the terms and conditions of this Lease.

**134. MORTGAGE:** Landlord reserves the right to subordinate this Lease to the lien of any first mortgage now or hereafter placed upon the premises. Tenant agrees to execute any documents requested by Landlord or mortgagee to confirm any such subordination.

**145. LEASING AS IS:** The Tenant acknowledges that the premises have been examined prior to the making of this Lease and that no representations as to the condition or state of repairs have been made by the Landlord or his agent which are not herein expressed, and the Tenant accepts the leased premises in the present condition at the date of the execution of this Lease.

**156. NOTICES:** Whenever under this Lease a provision is made for notice of any kind, it shall be deemed sufficient notice and service thereof if such notice to the Tenant is in writing addressed to the Tenant at its last known address or at the leased premises and deposited in the mail with postage prepaid and if such notice to the Landlord is in writing addressed to the last known address of the Landlord and deposited in the mail with postage prepaid.

**167. ADVERTISING DISPLAY:** It is agreed that all signs and advertising displayed in or about the premises shall be such only as to advertise the business carried on upon said

premises. The Landlord shall control the character, location and size of the signs. No signs shall be displayed unless approved by the Landlord. No awnings shall be installed or used on the exterior of said building unless approved by the Landlord.

Executed by the Landlord on this \_\_\_\_\_ day of \_\_\_\_\_, 2018 pursuant to a Resolution of the Township of Northfield on \_\_\_\_\_, 2018.

TOWNSHIP OF NORTHFIELD

By: \_\_\_\_\_  
Marlene Chockley, Township Supervisor

By: \_\_\_\_\_  
Kathy Manley, Township Clerk

LIVINGSTON AND WASHTENAW  
COUNTY NARCOTICS ENFORCEMENT  
TEAMS

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

Its:



## BOARD OF PUBLIC WORKS

705 North Zeeb Road  
P.O. Box 8645  
Ann Arbor, MI 48107-8645

EVAN N. PRATT, P.E.  
Public Works Director

Phone: (734) 222-6860 Fax: (734) 222-6803

[www.ewashtenaw.org/publicworks](http://www.ewashtenaw.org/publicworks)

January 25, 2018

Dear Municipal Representative,

The Washtenaw County Solid Waste Planning Committee has amended the state-mandated Solid Waste Management Plan ("Plan"), required for each county in Michigan by Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act (Act 451). For your review, Washtenaw County's amended Plan document can be accessed online at [www.ewashtenaw.org/publicworks](http://www.ewashtenaw.org/publicworks).

The main purpose of county solid waste plans is to protect public health, assure adequate disposal capacity for all waste generated within county borders, and to establish goals for waste prevention & recycling. The amendment process for Washtenaw's Plan spanned over two years, involving a broad range of public and stakeholder engagement, including local government representatives. A particular effort was made to keep local governments informed and engaged. Our public information program included a web site to host committee proceedings, presentations to local communities and groups, and a public comment period from April to October 2017.

The Plan includes goals and objectives, and promotes services expansion to increase waste diversion over the next decade. To guide Plan implementation, a Plan Advisory Committee (PAC) will be formed, which will provide opportunity for continued involvement by local municipalities and businesses throughout the Washtenaw County.

The Plan has been approved unanimously by the Solid Waste Planning Committee, the Board of Public Works, and the Board of Commissioners. Now, Washtenaw County is required to seek approval from municipalities within Washtenaw County. Upon receiving approval from at least 67% of local municipalities, the Plan will be submitted for final approval to the Michigan Department of Environmental Quality.

For your convenience, I have included a resolution for consideration by your municipal decision-making body. I am requesting that this resolution be added to the agenda of an upcoming council or board meeting for your city, township or village. **We aim to reach all twenty-eight municipalities in February – May, 2018.**

If, upon review of the Plan and accompanying resolution, you have questions or would like to arrange for a county presentation or to otherwise attend your municipal meeting to answer questions, please feel free to contact me or Noelle Bowman at (734) 222-6821. Thank you in advance for your attention to this matter.

Sincerely,

*Jeff Krcmarik*

Jeff Krcmarik  
Environmental Program Supervisor  
(734) 222-6865  
[krcmarij@ewashtenaw.org](mailto:krcmarij@ewashtenaw.org)



# PLANNING FOR A WASTE-FREE FUTURE

## Purpose of the Plan

Every county in the state of Michigan is required to have an approved Solid Waste Management Plan. The main purpose of a plan is to make sure each county has adequate disposal capacity for any waste generated within the county; to set goals for waste reduction and recycling; and to protect public health. The existing Washtenaw County Solid Waste Management Plan was approved in 2000. Since then, the state has not required a plan update however a county can initiate a plan amendment for any reason.

To support the plan goals, the County has implemented dozens of programs and initiatives to safely handle hazardous wastes and provide outlets other difficult to recycle items. In 2016, these programs have directly served 6,000 residents, safely disposed of 227 tons of hazardous waste and electronics waste, and diverted almost 20 tons of shrink wrap, pharmaceutical waste, and recyclables from schools and special events.



EWASHTENAW.ORG/PUBLICWORKS  
E: PUBLICWORKS@EWASHTENAW.ORG  
P: 734.222.6860

## The Solid Waste Planning Process

The Washtenaw County Solid Waste Planning Committee (SWPC) was convened in August 2015 to prepare a solid waste management plan amendment in response to a request to expand the Arbor Hills Landfill. In September 2016, the Arbor Hills Landfill withdrew its option to request an expansion, however by opening the plan, the County continued to be committed to the update of outdated sections of the county's 1999 plan.

During the planning period, it was important to seek input from the public. The County provided many opportunities for public feedback including an online survey and by rotating the meeting locations around the County. The feedback received from the public coincided with the Solid Waste Planning Committee's analysis of solid waste and recycling related activity within the county. Convenience of programs, more opportunities to recycle, more education and outreach, and reducing need of landfills were priorities of both groups. The public feedback was incorporated into the plan specifically in the development of plan goals and guiding principles.

## WASHTENAW COUNTY BY THE NUMBERS

Current Recycling Rate  
in County (residential)

**33%**

*More than doubled  
since the 2000 SWMP*

Tons  
Requiring Disposal

**291,771**

Percent of County Population  
with Curbside Recycling

**66%**

*(population that receives municipal  
or contracted collection)*





# PLANNING FOR A WASTE-FREE FUTURE

## Guiding Principles

A set of guiding principles were developed that are at the core of what this plan amendment seeks to achieve.

- **Access and Convenience:** Programs and services that support proper disposal of waste and diversion of recoverable materials must be accessible and convenient for County residents, businesses, agencies, and institutions to utilize.
- **More Diversion and Recovery, Less Disposal:** Additional programs and services will increase the diversion of recoverable materials, and may require additional infrastructure, funding, and outreach. Increasing diversion opportunities will contribute to a reduced need for disposal and preserve capacity at existing disposal facilities available to the county.
- **Education and Outreach:** Education and outreach around available programs and services is necessary to ensure proper participation. Education and outreach can also contribute to an increase participation as well as illustrating the impacts that programs and services make.
- **Data and Measurement:** Measurement systems and processes will be investigated and implemented as needed to establish realistic and measurable goals for regular evaluation for successes, challenges, improvements and opportunities.
- **Funding:** Adequate funding is required to support the Selected System. Using a variety of available methods as well as developing an adequate reserve of funds will support programs and services in challenging times.
- **Coordination and Collaboration:** Coordination and collaboration are opportunities to expand while managing costs. Working together can have a greater impact than an individual community pursuing programs on their own. This also applies within the county and outside of the county, where regional efforts and collaboration should occur to benefit as many users as possible.

## UPDATES IN THE 2017 SWMP

- Flexibility to handle emerging waste issues
- Emphasis on education and outreach for all ages and improved data collection
- Plan implementation with active committee support and guidance

## We Want to Hear from You!

The draft plan amendment is available for your review and comments at [ewashtenaw.org/publicworks](http://ewashtenaw.org/publicworks) or in person at the Western Washtenaw County Service Center, 705 N. Zeeb Road. Please provide comments via email at [publicworks@ewashtenaw.org](mailto:publicworks@ewashtenaw.org); by mail or in person at one of the upcoming public information meetings (please visit website for more information).



Resolution 18-580

A RESOLUTION OF THE NORTHFIELD TOWNSHIP BOARD OF TRUSTEES TO  
APPROVE THE WASHTENAW COUNTY  
SOLID WASTE MANAGEMENT PLAN 2017 AMENDMENT

WHEREAS, Part 115 of the Natural Resources and Environmental Protection Act, 194 PA 451, as enforced by the Michigan Department of Environmental Quality (MDEQ), requires each Michigan County to have a Solid Waste Management Plan to assure that solid waste generated in the county is collected and recovered, processed or disposed of for a ten-year period at facilities that comply with state laws and rules; and

WHEREAS, in furtherance of the statutory requirements, the Washtenaw County Board of Commissioners appointed a 14-member Solid Waste Planning Committee in August 2015 to amend Washtenaw County's 1999 Solid Waste Management Plan; and

WHEREAS, pursuant to Michigan statute, the draft Solid Waste Management Plan amendment was opened to a lengthy and robust public comment period, held from April through October 2017; and WHEREAS, the Plan language promotes municipal and residential coordination and collaboration with Washtenaw County to provide integrated solid waste management programs and policies that emphasize waste prevention, reduction, recycling and composting; and

WHEREAS, On December 6, 2017, the Washtenaw County Solid Waste Management Plan 2017 Amendment was formally approved by the Washtenaw County Board of Commissioners and will next be presented to the twenty-eight jurisdictions within Washtenaw County for their consideration and action of approval prior to submittal to the Michigan Department of Environmental Quality for final approval.

NOW, THEREFORE, BE IT RESOLVED, that the Northfield Township Board of Trustees supports the Washtenaw County Solid Waste Management Plan 2017 Amendment; and

BE IT FURTHER RESOLVED, that Northfield Township Board of Trustees approves the Washtenaw County Solid Waste Management Plan 2017 Amendment, and supports the Plan being submitted to the Michigan Department of Environmental Quality for final approval.

ROLL CALL VOTE:

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

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

ABSENT: \_\_\_\_\_

PASSED AND Resolved by the Northfield Township Board of Trustees, Northfield Township, Michigan, on this 13<sup>th</sup> day of February, 2018.

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Marlene Chockley, Supervisor

ATTEST:

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Kathleen Manley, Clerk

**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: Dan Willis Wastewater Treatment Plant Superintendent**

**Date: February 2018**

**Subject: Grit Conveyor**

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Township Board;

We have received 4 bids to install the grit conveyor we purchased earlier. The prices range from a low of 9,641 to a high of 21,500 . We have used all of these different companies and I feel confident using any of them. I recommend we award the contract to Lyon mechanical for the price of 9,641. This is the equipment the board approved in July and we would like to install this as soon as possible.

Thank You,

Dan Willis WWTP Supervisor



Building & Site Services

Commercial - Industrial - Institutional

Design/Build Service Contractor

**Northfield Township**

July 31, 2017

Facility: *Grit Building*  
Project: *Grit Conveyor Replacement*  
Work Area: *Grit Building*  
Email: *willisd@northfieldmi.gov*  
Attn / Ph: *Dan Willis -*

Design: *Piping*  
Testing: *Ductwork*  
Engineering: *Plumbing*  
Assembly: *Fire Systems*  
*Structural*  
*Electrical*  
*Controls*  
*Refrigeration*

Proposal Reference *Nrth 3945 Grit I*

*remove and replace grit conveyor supplied by the township as listed below ..*

Tim, here is the REVISED proposal for the Grit buildings new grit conveyor system removal and installation of the new owner supplied unit.

**Scope**

Grit Conveyor System

Demolition

- isolate line voltage, remove from conveyor
- remove 4" piping as needed from lift system
- disassemble conveyor, remove from building
- dispose of conveyor off site properly

New Conveyor

- prepare mounting structure for new conveyor
- assemble conveyor components as needed
- place conveyor in building

- power line voltage

- mount new conveyor control panel
- wire line voltage to controller
- wire from controller to conveyor

- piping

- repipe grit inlet line per installation documents

- test and commission

Note: *Conveyor submittal/specification and installation documents must be supplied*

Availability: *Please Call*

**NIC**

N.I.C. (not in contract) unless specifically expressed included in "SCOPE" above

All work to be done during normal business hours of 7am to 5pm Monday thru Friday. Delays / cost changes due to owners specification changes after approvals of design / equipment, any type of dumpsters and / or debris removal of any kind off owners site (use of owners supplied dumpsters) we will place in receptors and clean up, flooring work of any kind, permit cost & pickup, if over and beyond delays from owner operations & other construction interferences, owner design changes or delays, delays due to unforeseen equipment / material removal / installation / delay delivery issues, engineering and or stamped drawings, damages against us the contractor if owner operations or production are interrupted due to unknown / unmarked or any unreasonable situation that may arise, labor warranty or liability on owner existing and or supplied items, union force, permit cost / logistics and fees if necessary, abatement, repair, disposal of any hazardous materials / items, owner OSHA delays, owner operations & interferences, owner design changes or delays, delays due to unforeseen equipment / material removal / installation issues, meetings or site visits not specifically called out in contract documents, cad design / drawings, engineering and or stamped drawings, and .....

.... underground spoils removal / disposal, backfill and compaction, underground obstruction delays / removal, underground ground water delays, inclement weather delays, frozen ground delays, damages against us the contractor if owner operations or production are interrupted due to unknown / unmarked or any unreasonable situation that may arise, temporary heat / electrical / lighting / etc or any temporary situations, roof protection from work force, interior office or area protective coverings and or temporary walls, labor warranty or liability on owner existing and or supplied items. No contract time line, deadline or schedule is included or guaranteed / For all items listed here none is included without expressed inclusion written above in project descriptions.

Owner/Rep acknowledgement Initials: \_\_\_\_\_ I have read and understand the limitations as listed above herein N.I.C.

**Bid & Terms**

Base Bid: **\$9,641.00**

Does not include any "independent pricing or options" listed in "Scope" above

Payment: 50% on first day on site, with final balance on delivery of evaluation report (18% apr on overdue balance).

All work Mon-Fri 7:00am to 5:00pm unless noted. Proposal good for 15 days from this printed date of:

Mon Jul 31, 2017, 10:13 AM

Warranty: 24 months (2 years) labor if workmanship related. 12 month (1 year) on equipment/materials unless stated different herein

LMI Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Owner/Rep Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

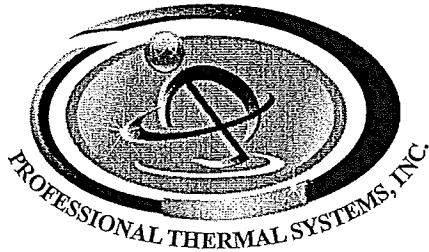
PO #: \_\_\_\_\_

(Initial NIC above)

With the above "Owner/Rep Accepted by" signature being the agent for this contract or "progression of this project", they being the agent agree that any and all equipment/materials installed is our property, not limited to its suppliers and subcontractors until the bid price above with any extras are PAID IN FULL. By signing above, or with the project verbally approved you grant us the right to remove all items supplied and installed within 120 days of non-payment unless otherwise agreed upon differently in writing and will incur all costs associated with the same.

Our technicians are drug tested, and follow "Safe to work" recommended program guidelines.

**" We will be your go to Company! "**



2650 Beck Road  
Howell, Michigan 48843  
(810) 602-6802 Phone  
(888) 800-2902 Fax

## PROPOSAL

PROPOSAL SUBMITTED TO <b>Mr. Dan Willis Plant Superintendent</b>		TODAY'S DATE <b>January 31, 2018</b>	DATE OF PLANS/PAGE #'S
PHONE NUMBER <b>734-449-4159</b>	FAX NUMBER	JOB NAME: Northfield Township WWTP	
ADDRESS, CITY, STATE, ZIP <b>8350 Main St, Whitmore Lake, MI</b>		JOB LOCATION <b>11500 Lemen Rd, Whitmore Lake, MI</b>	

We propose hereby to furnish material and labor necessary for the completion of the following project scope:

- The removal and replacement of (1) dirt separator from the existing flange connections. The dirt separator equipment is being provided by the Owner.

Base Bid = \$16,600.00

Included:

- Hoisting & rigging
- Insurance
- Supervision, labor, and oversight for our work
- Project to be performed in a workmanlike manner

Excluded:

- Bonding
- Disposal of the old separator

Payment as follows: Within 30 days of invoice date, subject to 1.5% monthly finance charge.

General Conditions: All work to be completed in a substantial workmanlike manner per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, signed by both parties, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Unless specifically agreed upon, Owner to provide sufficient power, water, and toilet facilities to perform the project. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. If either party commences legal action to enforce its rights pursuant to this agreement, the prevailing party in said legal action shall be entitled to recover its reasonable attorney's fees and costs of litigation relating to said legal action, as determined by a court of competent jurisdiction. Work to proceed upon receipt of signed copy of this proposal or other written form of acceptance that references this proposal as part of the contract documents.

Authorized  
Signature \_\_\_\_\_

Note: this proposal may be withdrawn  
by us if not accepted within 30 days.

ACCEPTANCE OF PROPOSAL The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature \_\_\_\_\_

Print Name / Title \_\_\_\_\_

Date of Acceptance \_\_\_\_\_

# T.H. EIFERT

MECHANICAL  
CONTRACTORS

## Proposal

Date: 07-19-17

Job Name: Grit Screw Conveyor Replacement

Offered To: Northfield Township  
11500 Lemen Road  
Whitmore Lake, Michigan 48189

Phone: (734) 449-4159 Cell: (734) 323-1389 E-Mail: willisd@northfieldmi.gov Attn: Dan Willis

T.H. Eifert, Inc. offers to furnish Skilled Labor, Material, Insurance's, Tools, Equipment, and Permits (if applicable) to complete the following services.

All work to be performed during the hours of 7:00 a.m. and 3:30 p.m. Overtime work will be charged as an extra and pre-approved by the owner.

1. Scope of work includes:

- Provide labor, material, and equipment to replace one existing grit screw conveyor. Owner to supply new Smith & Loveless, stainless steel grit screw conveyor.

2. Work Excludes:

- Asbestos or lead paint abatement, if required.
- Removal or disposal of any materials classified as hazardous waste, unless specifically included in item (1) above.
- Service, labor or materials required for any existing equipment or piping other than specified in proposal.
- Painting.

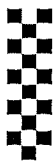
This Proposal is firm for 30 days. If accepted, please return signed copy to our office.

Total Price .....\$ 20,660.00

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

Proposal prepared by: Tim Somerville  
Tim Somerville Field Superintendent

This proposal is subject to our standard payment terms of net thirty (30) days unless other contractual arrangements are made. If customer fails to timely pay any invoice customer also agrees to pay finance charges at 1.5% per month, and will also pay reasonable actual attorney fees of T.H. Eifert, Inc. should collection activity be necessary.

**MIDWEST POWER SYSTEMS INC.****Water Treatment Equipment Specialists**

2401 Hickory Oak Lane  
Milford, Michigan 48380

Phone: 248.667.0565  
Fax: 248.667.0603  
Cell: 248.770.5121

January 18, 2018

Northfield Township  
Attention: Dan  
11500 Lemon Road  
Whitmore Lake, Michigan 48189

Midwest Power Systems is pleased to offer the following quote for your consideration on the Northfield Township Waste Water Treatment Plant Grit Conveyors.

1. Remove existing grit classifier and remove from site.
2. Disconnect wiring to motor as required
3. Install owner supplied conveyor. Midwest Power is under the impression that the new conveyor is an exact replacement.
4. Supply and install all required hardware and gaskets.
5. Reconnect electrical wiring as required

Your cost for the above will be \$21,500.00 (twenty-one thousand and five hundred dollars).

Should you have any questions, please feel free to contact me at your convenience.

Regards,

Brent Canup  
Midwest Power Systems, Inc.

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

---

**To: Northfield Township Board of Trustees**

**From: Dan Willis -Wastewater Treatment Plant Superintendent**

**Date: February 2018**

**Subject: Return Sludge Pump**

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Township Board;

We have 3 pumps that return sludge to our 2 aeration tanks. They were installed in 1978 , we replaced 1 in 2016, of the 2 remaining one isn't operating properly and the other is leaking. These pump are no longer made and parts aren't available, they are belt driven with packing that requires constant maintenance and very energy inefficient. The new pump requires no maintenance and can be replaced very easily. The price is 8935 . There is an 8 week delivery time so I would like to get this going as soon as possible. There is still going to be an installation charge and we will be getting bids for this project. We would then like to replace the third pump on the next budget.

Thank You

Dan Willis





**KENNEDY**  
INDUSTRIES

INNOVATE  
SOLVE  
MONITOR  
REPAIR

QUOTATION		
DATE	NUMBER	PAGE
1/31/2018	0011303	1 of 1

B NORTHFIELD TOWNSHIP  
I  
L 11500 LEMEN ROAD  
L WHITMORE LAKE, MI 48189  
T  
O

Accepted By: \_\_\_\_\_  
Company: \_\_\_\_\_  
Date: \_\_\_\_\_  
PO#: \_\_\_\_\_

ATTENTION:  
DAN WILLIS 734-323-1389 willisd@northfieldmi.gov

WE ARE PLEASED TO PROPOSE THE FOLLOWING FOR YOUR CONSIDERATION:

CUSTOMER REF/PO#	JOB TITLE	SLP	SHIPPING TYPE
QUOTE	REPLACEMENT FLYGT PUMP	MJH/CKW	FREIGHT ALLOWED

QTY	PART	DESCRIPTION	UNIT PRICE	EXTENDED
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1.00	FLYGT PUMP	DRY PIT REPLACEMENT:	\$8,935.00	\$8,935.00
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(1) FLYGT HORIZONTAL DRY PIT SEWAGE PUMP MODEL NZ  
3102.920-465 WITH HIGH CHROME IMPELLER AND INSERT RING.  
PUMP RATED 300 GPM @ 20' TDH, 5.5 HP, 3 PHASE, 460 VOLT  
WITH 4" DISCHARGE, 4" SUCTION INLET AND FABRICATED BASE  
AND 50' MOTOR AND SENSOR CABLE. PUMP EQUIPPED WITH  
THERMAL SWITCHES.

NET PRICE INCLUDING FREIGHT, BUT NO TAXES: --- \$ 8,935.00

DELIVERY:  
8-10 WEEKS AFTER RECEIPT OF ORDER

WE APPRECIATE THE OPPORTUNITY TO QUOTE OUR EQUIPMENT  
AND LOOK FORWARD TO BEING OF FUTURE SERVICE.

SINCERELY,

MARK HEMEYER / CINDY WOODARD  
KENNEDY INDUSTRIES INC.

This quote is subject to and incorporates by reference Kennedy Industries, Inc.'s ("Kennedy") Terms & Conditions and Customer Warranty available at [www.kennedyind.com](http://www.kennedyind.com) which will be provided by email upon written request. Kennedy reserves the right to changes the Terms & Conditions and Customer Warranty for future orders. By accepting this quote and/or issuing a purchase order relative to this quote, buyer expressly agrees to the provisions set forth in the Terms & Conditions and Customer Warranty posted on Kennedy's website.

**CREDIT CARD PAYMENTS ARE SUBJECT TO AN ADDITIONAL 3% CHARGE**  
**NO TAXES OF ANY KIND ARE INCLUDED IN THIS PROPOSAL**

**TOTAL: \$8,935.00**

P.O. Box 930079 Wixom, MI 48393 - 4925 Holtz Drive Wixom, MI 48393 - Phone: 248-684-1200 - Fax: 248-684-6011

**[www.KennedyInd.com](http://www.KennedyInd.com)**

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INVOICE GL DISTRIBUTION REPORT FOR NORTHFIELD TOWNSHIP  
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OPEN

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 228 INFORMATION TECHNOLOGY					
101-228-936.000	SOFTWARE	BS&A SOFTWARE	ASSESSING SYSTEM ANNUAL SERVICE/SUPPO	1,891.00	
101-228-936.000	SOFTWARE	MICRO TECH SERVICES INC	OFFICE ANTI-VIRUS MGMT 2/1/18-2/28/18	174.60	
101-228-948.000	COMPUTER SERVICES	MICRO TECH SERVICES INC	MICROSOFT EXCHANGE RENEWAL 2/1/18-2/1	3,828.00	
Total For Dept 228 INFORMATION TECHNOLOGY				5,893.60	
Dept 253 TREASURER					
101-253-803.000	LEGAL	PAUL E BURNS	LEGAL FEES FOR JAN. 2018	500.00	
Total For Dept 253 TREASURER				500.00	
Dept 257 ASSESSING					
101-257-851.000	POSTAGE	WHITLOCK BUSINESS SYSTEM	POSTAGE BALANCE FOR PERS PROPERTY STA	2.67	
101-257-900.000	PRINTING & PUBLICATIONS	WHITLOCK BUSINESS SYSTEM	PERSONAL PROPERTY STATEMENTS 2018	197.09	
Total For Dept 257 ASSESSING				199.76	
Dept 265 HALL AND GROUNDS					
101-265-816.000	GROUND/CLEANG/JANITORL SERVIC	J & M LANDSCAPING	SNOW REMOVAL & SALT APPLICATIONS JANU	4,250.00	
101-265-910.000	INSURANCE & BONDS	BERENDS HENDRICKS STUIT	LIABILITY INS ENDORSEMENT POLICY PREM	500.00	
Total For Dept 265 HALL AND GROUNDS				4,750.00	
Dept 270 LEGAL/PROFESSIONAL					
101-270-803.000	LEGAL	MCGRAW MORRIS P.C.	LEGAL SERVICES DEC 2017	112.50	
101-270-803.000	LEGAL	PAUL E BURNS	LEGAL FEES FOR JAN. 2018	6,755.00	
101-270-806.000	ENGINEER	OHM ADVISORS	GENERAL SERVICES THROUGH 12/23/17	307.50	
101-270-806.000	ENGINEER	STATE OF MICHIGAN	STORMWATER ANNUAL MS-4 PERMIT 2018	500.00	
101-270-927.000	ALLOCATE TO DEPARTMENTS	PAUL E BURNS	LEGAL FEES FOR JAN. 2018	(3,800.00)	
Total For Dept 270 LEGAL/PROFESSIONAL				3,875.00	
Dept 412 PLANNING/ZONING DEPT					
101-412-860.000	FUEL & MILEAGE	GENAL PRATT	CODE ENFORCEMENT MILEAGE JAN 2018	26.70	
Total For Dept 412 PLANNING/ZONING DEPT				26.70	
Dept 448 STREET LIGHTS					
101-448-920.000	UTILITIES	DTE ENERGY	OVERHEADS & ORNAMENTALS 1/1/8-1/31/18	3,351.48	
Total For Dept 448 STREET LIGHTS				3,351.48	
Dept 666 COMMUNITY CENTER					
101-666-816.000	GROUND/CLEANG/JANITORL SERVIC	J & M LANDSCAPING	SNOW REMOVAL & SALT APPLICATIONS JANU	540.00	
101-666-920.000	UTILITIES	NORTHFIELD TOWNSHIP	COM CTR SEWER BILL 11/1/17-1/31/18	84.00	
101-666-930.000	REPAIRS & MAINTENANCE	PURE WINDOW WASHING	COMMUNITY CENTER WINDOWS 1/31/18	58.00	
101-666-936.000	SOFTWARE	MICRO TECH SERVICES INC	COM CTR ANTI-VIRUS MGMT 2/1/18-2/28/1	16.20	
Total For Dept 666 COMMUNITY CENTER				698.20	
Dept 753 RECREATION BOARD					
101-753-931.000	PARK MAINITENANCE	WASTE MANAGEMENT OF MI	DOG PARK WASTE REMOVAL 2/1/18-2/28/18	16.29	
Total For Dept 753 RECREATION BOARD				16.29	
Total For Fund 101 GENERAL FUND				19,311.03	
Fund 207 LAW ENFORCEMENT FUND					
Dept 270 LEGAL/PROFESSIONAL					
207-270-803.000	LEGAL	PAUL E BURNS	LEGAL FEES FOR JAN. 2018	3,300.00	
Total For Dept 270 LEGAL/PROFESSIONAL				3,300.00	
Dept 301 OPERATING COSTS					

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 207 LAW ENFORCEMENT FUND					
Dept 301 OPERATING COSTS					
207-301-727.000	SUPPLIES	PETER'S HARDWARE HAMBURG	ILCO LOCKSET KEY BLANK	1.99	
207-301-818.000	CONTRACTUAL SERVICES	OAKLAND COUNTY	CLEMIS MEMBERSHIP OCT-DEC 2017	4,962.75	
207-301-972.000	COMPUTER	MICRO TECH SERVICES INC	PD ANTI-VIRUS MGMT 2/1/18-2/28/18	55.80	
		Total For Dept 301 OPERATING COSTS		5,020.54	
Dept 333 TRANSPORTATION					
207-333-930.000	REPAIRS & MAINTENANCE	BOB'S BODY SHOP	2015 TAURUS REPLACE/REFINISH FRONT BU	1,951.94	
207-333-930.000	REPAIRS & MAINTENANCE	CREATIVE CARS INC	2016 TAHOE OIL CHANGE	35.32	
207-333-930.000	REPAIRS & MAINTENANCE	CREATIVE CARS INC	2013 TAURUS INTERCEPTOR OIL CHANGE	35.32	
207-333-930.000	REPAIRS & MAINTENANCE	MICHIGAN DEPT OF AGRICUL	WHEEL LOAD WEIGHER CALIBRATION	145.00	
		Total For Dept 333 TRANSPORTATION		2,167.58	
		Total For Fund 207 LAW ENFORCEMENT FUND		10,488.12	
Fund 216 MEDICAL RESCUE FUND					
Dept 226 PERSONNEL					
216-226-957.000	TRAINING & DEVELOPMENT	JW2 FIRE CONSULTANTS	AFG SCBA GRANT REG. GRANT EMW-2017-FR	1,125.00	
		Total For Dept 226 PERSONNEL		1,125.00	
Dept 265 HALL AND GROUNDS					
216-265-816.000	GROUND/CLEANG/JANITORL SERVIC	J & M LANDSCAPING	SNOW REMOVAL & SALT APPLICATIONS JANU	540.00	
		Total For Dept 265 HALL AND GROUNDS		540.00	
Dept 301 OPERATING COSTS					
216-301-727.000	SUPPLIES	MICHIGAN RESCUE CONCEPTS	LINE THROWING BALL	32.50	
216-301-727.000	SUPPLIES	MICHIGAN RESCUE CONCEPTS	75' SECOND CHANCE THROW BAG W/ LIGHT	86.50	
216-301-820.000	DISPATCH SERVICES	EMERGENT HEALTH PARTNERS	FIRE DISPATCHING SERVICES FEBRUARY 20	900.82	
216-301-972.000	COMPUTER	MICRO TECH SERVICES INC	FD ANTI-VIRUS MGMT 2/1/18-2/28/18	21.60	
		Total For Dept 301 OPERATING COSTS		1,041.42	
		Total For Fund 216 MEDICAL RESCUE FUND		2,706.42	
Fund 370 PUBLIC SAFETY BLDG DEBT FD					
Dept 301 OPERATING COSTS					
370-301-816.000	GROUND/CLEANG/JANITORL SERVIC	J & M LANDSCAPING	SNOW REMOVAL & SALT APPLICATIONS JANU	2,495.00	
370-301-920.000	UTILITIES	NORTHFIELD TOWNSHIP	PSB SEWER BILL 11/1/17-1/31/18	1,428.00	
370-301-930.000	REPAIRS & MAINTENANCE	ALISON MECHANICAL	REPAIR TO BROKEN COIL	200.00	
370-301-930.000	REPAIRS & MAINTENANCE	F & M MECHANICAL SERVICE	E-8-2 - INSTALL ANCHOR PLATE & TRANSM	1,193.00	
370-301-930.000	REPAIRS & MAINTENANCE	PURE WINDOW WASHING	PSB ENTRYWAY WINDOWS 1/31/18	10.00	
		Total For Dept 301 OPERATING COSTS		5,326.00	
		Total For Fund 370 PUBLIC SAFETY BLDG DEBT FD		5,326.00	
Fund 571 WASTEWATER TREATMENT FUND					
Dept 301 OPERATING COSTS					
571-301-740.000	OPERATING SUPPLIES	NCL OF WISCONSIN, INC.	ROSOLIC ACID, GRADUATED CYLINDERS & A	461.22	
571-301-740.000	OPERATING SUPPLIES	SPEARS FIRE & SAFETY SRV	PRESS/DRY INSPEACTION, CO2 EXTINGUISH	280.70	
571-301-819.000	COLLECTION SYS ANNUAL MAINT	CORRPRO COMPANIES, INC.	ENG LABOR FOR RESURVEY OF CATHODIC PR	1,980.00	
571-301-819.000	COLLECTION SYS ANNUAL MAINT	MICHIGAN AGRIBUSINESS SO	DEC 2017 BIOSOLID LIQUID LAND APPLICA	16,259.10	
571-301-930.000	REPAIRS & MAINTENANCE	PETER'S HARDWARE HAMBURG	INVOICES 6642 & 6661	46.13	
		Total For Dept 301 OPERATING COSTS		19,027.15	
		Total For Fund 571 WASTEWATER TREATMENT FUND		19,027.15	

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INVOICE GL DISTRIBUTION REPORT FOR NORTHFIELD TOWNSHIP  
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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:

Fund 101 GENERAL FUND	19,311.03
Fund 207 LAW ENFORCEME	10,488.12
Fund 216 MEDICAL RESCU	2,706.42
Fund 370 PUBLIC SAFETY	5,326.00
Fund 571 WASTEWATER TR	19,027.15

Total For All Funds:	<hr/> 56,858.72
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CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP  
CHECK DATE FROM 01/09/2018 - 02/08/2018  
Banks: MIF

**PAID**

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND								
01/09/2018	MIF	379(E)*#		PAYROLL	SUPERVISOR WAGES	701.000	171	480.77
					SUPERVISOR FICA	715.000	171	36.78
					TOWNSHIP MANAGER WAGES	701.000	172	2,884.62
					ASST TO TOWNSHIP MANAGER-CLERICAL	704.000	172	1,164.64
					TOWNSHIP MANAGER DEPT. FICA	715.000	172	471.27
					TOWNSHIP MANAGER PENSION	718.000	172	288.46
					CONTROLLER WAGES	722.000	172	2,171.25
					GENERAL CLERK WAGES	701.000	215	480.77
					GENERAL DEPUTY CLERK WAGES	703.000	215	1,611.20
					GENERAL CLERK FICA	715.000	215	160.03
					GENERAL CLERK PENSION	718.000	215	161.12
					BOARD OF REVIEW FEE	706.000	247	90.00
					SOCIAL SECURITY	715.000	247	6.87
					GENERAL TREASURER WAGES	701.000	253	480.77
					GENERAL DEPUTY TREASURER WAGES	703.000	253	1,526.40
					GENERAL CLERICAL WAGES	704.000	253	918.75
					GENERAL TREASURER FICA	715.000	253	211.70
					GENERAL TREASURER PENSION	718.000	253	152.64
					GENERAL ASST ASSESSOR WAGES	709.000	257	1,659.20
					GENERAL ASSESSOR FICA	715.000	257	126.93
					GENERAL ASSESSOR PENSION	718.000	257	165.92
					GENERAL PAYROLL FEES	727.000	265	18.26
					GENERAL COMMUNITY CENTER DIRECTOR	701.000	666	1,768.93
					GENERAL COMMUNITY CENTER DIRECTOR	715.000	666	131.12
					GENERAL COMM CENTER DIRECTOR PENSI	718.000	666	176.88
				CHECK MIF 379(E) TOTAL FOR F				17,345.28
01/11/2018	MIF	43184*#	1686738	ARBOR SPRINGS WATER CO INC	OFFICE 4 - 5 GAL ARTESIAN WATER &	727.000	265	26.00
			1686738		OFFICE 4 - 5 GAL ARTESIAN WATER &	940.000	265	14.00
				CHECK MIF 43184 TOTAL FOR FU				40.00
01/11/2018	MIF	43185	132018	ASSESSMENT ADMIN. SERVICES,	ASSESSOR SERVICES MID DEC 2017- MI	818.000	257	5,833.33
01/11/2018	MIF	43190*#	0075124010118	CHARTER COMMUNICATIONS	PEG STATION, PD & FD CABLE BOXES 1	850.000	265	9.76
01/11/2018	MIF	43191*#	4553	CLI CONCRETE LEVELING, INC	RAISE & LEVEL SIDEWALKS AT COM CTR	930.000	666	400.00
01/11/2018	MIF	43193	MILEAGE	DAWN SAMFILIPPO	DEP TRES, MILEAGE 11/8/17-12/21/17	860.000	253	55.86
01/11/2018	MIF	43194	9100 116 3119 9	DTE ENERGY	66 6 MILE RD SIREN 10/31/17-1/3/18	920.000	265	31.85

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## CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

CHECK DATE FROM 01/09/2018 - 02/08/2018

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND								
01/11/2018	MIF	43195	9100 4059 5829	DTE ENERGY	OVERHEADS & ORNAMENTALS 12/1/17-12	920.000	448	3,348.84
01/11/2018	MIF	43196	MILEAGE	GENAL PRATT	CODE ENF. MILEAGE DECEMBER 2017	860.000	412	36.92
01/11/2018	MIF	43197	191214	KENT COMMUNICATIONS INC	PRE-PAY POSTAGE FOR 2018 ASSESMENT	851.000	257	1,564.12
01/11/2018	MIF	43200#	MILEAGE	MARY BIRD	MILEAGE FOR NOV-DEC 2017 PC MTGS &	956.000	247	12.90
			MILEAGE		MILEAGE FOR NOV-DEC 2017 PC MTGS &	860.000	412	29.96
				CHECK MIF 43200 TOTAL FOR FU				42.86
01/11/2018	MIF	43201*	4560	MCGRAW MORRIS P.C.	LABOR COUNSEL 10/10/17-11/30/17	803.000	270	262.50
01/11/2018	MIF	43202#	21601-12	MCKENNA ASSOCIATES	PLANNING SERVICES 11/1/17-11/30/17	956.000	101	770.00
			21601-11		PLANNER SERVICES OCT 2017	956.000	101	2,428.75
			21601-11		PLANNER SERVICES OCT 2017	671.000	412	465.00
			21601-12		PLANNING SERVICES 11/1/17-11/30/17	801.000	412	1,742.50
			21601-11		PLANNER SERVICES OCT 2017	801.000	412	2,266.25
			21601-12		PLANNING SERVICES 11/1/17-11/30/17	823.000	412	542.25
			21601-11		PLANNER SERVICES OCT 2017	823.000	412	925.00
				CHECK MIF 43202 TOTAL FOR FU				9,139.75
01/11/2018	MIF	43204	MME WINTER INSTITU	MICHIGAN MUNICIPAL EXECUTIVE	AYNES REGISTRATION TO MME WINTER I	957.000	172	305.00
01/11/2018	MIF	43205*#	31694	MICRO TECH SERVICES INC	OFFICE MTS ANTIVIRUS MGMT & MANAGE	936.000	228	177.51
			31695		COM CTR MANAGED ANTIVIRUS 1/1/18-1	936.000	666	16.20
				CHECK MIF 43205 TOTAL FOR FU				193.71
01/11/2018	MIF	43207*#	7900 0440 8028 914	NEOFUNDS BY NEOPOST	POSTAGE 12/12/17-1/9/18	851.000	265	185.90
			7900 0440 8028 914		POSTAGE 12/12/17-1/9/18	851.000	412	19.52
				CHECK MIF 43207 TOTAL FOR FU				205.42
01/11/2018	MIF	43210	189903	OHM ADVISORS	ARVIN SANGO CONSTRUCTION SERVICES	801.000	412	184.25
01/11/2018	MIF	43212*#	010418	PAUL E BURNS	LEGAL FEES FOR DEC. 2017	803.000	253	500.00
			010418		LEGAL FEES FOR DEC. 2017	803.000	270	5,825.00
			010418		LEGAL FEES FOR DEC. 2017	927.000	270	(3,800.00)
				CHECK MIF 43212 TOTAL FOR FU				2,525.00
01/11/2018	MIF	43215	12/14/17	PINCKNEY DOOR SALES	REPAIR TO BAY DOORS AT 75 BARKER	930.000	265	255.00

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Fund: 101 GENERAL FUND								
01/11/2018	MIF	43221	3645810	QUILL CORP	ZIPLOC BAGGIES + SHIPPING	727.000	265	11.58
			3653735		COUNTERFEIT DETECTOR PENS	727.000	265	11.98
				CHECK MIF 43221 TOTAL FOR FU				23.56
01/11/2018	MIF	43226*#	REIMBURSE	STEVEN AYNES	2018 MICHIGAN MUNICIPAL EXECUTIVES		** VOIDED **	
01/11/2018	MIF	43228*#	347390668	U.S. BANK EQUIPMENT FINANCE	OFFICE, PD, WWTP & COM CTR COPIER	940.000	265	191.01
			347390668		OFFICE, PD, WWTP & COM CTR COPIER	940.000	666	179.58
				CHECK MIF 43228 TOTAL FOR FU				370.59
01/11/2018	MIF	43230	2017 FINAL BILLING	WASHTENAW COUNTY ROAD COMMI	DUST CONTROL, DRAINAGE IMPROVEMENT	813.000	449	18,766.79
			2017 FINAL BILLING		DUST CONTROL, DRAINAGE IMPROVEMENT	814.000	449	11,504.49
				CHECK MIF 43230 TOTAL FOR FU				30,271.28
01/11/2018	MIF	43231	20170009	WASHTENAW COUNTY TREASURER	2017 DRAINS SPECIAL ASSESSMENTS	814.000	449	19,829.52
01/11/2018	MIF	43232	8069171-1717-8	WASTE MANAGEMENT OF MI	DOG PARK WASTE REMOVAL 1/1/18-1/31	931.000	753	16.29
01/11/2018	MIF	43233	CLASSES	CHRISTINE STEWART	LINE DANCE CLASSES SEPT-DEC 2017	815.000	666	330.00
01/11/2018	MIF	43234	3583	PEOPLE'S EXPRESS INC.	COM CTR ROUNDTRIP TO OPC 11/9/17	812.000	666	300.00
01/11/2018	MIF	43235	XXXX XXXX XXXX 133	PNC BANK	AVERILL CHARGES 11/21/17-12/19/17	727.000	666	53.84
			XXXX XXXX XXXX 133		AVERILL CHARGES 11/21/17-12/19/17	807.000	666	120.00
			XXXX XXXX XXXX 133		AVERILL CHARGES 11/21/17-12/19/17	815.000	666	665.82
			XXXX XXXX XXXX 133		AVERILL CHARGES 11/21/17-12/19/17	822.000	666	166.51
			XXXX XXXX XXXX 133		AVERILL CHARGES 11/21/17-12/19/17	836.000	666	75.91
			XXXX XXXX XXXX 133		AVERILL CHARGES 11/21/17-12/19/17	851.000	666	58.80
			XXXX XXXX XXXX 133		AVERILL CHARGES 11/21/17-12/19/17	922.000	666	36.40
				CHECK MIF 43235 TOTAL FOR FU				1,177.28
01/11/2018	MIF	43236*#	REIMBURSE	STEVEN AYNES	2018 MICHIGAN MUNICIPAL EXECUTIVES	807.000	172	130.00
01/16/2018	MIF	380(E)*#		PAYROLL	SUPERVISOR WAGES	701.000	171	480.77
					SUPERVISOR FICA	715.000	171	36.78
					TOWNSHIP MANAGER WAGES	701.000	172	2,884.62
					ASST TO TOWNSHIP MANAGER-CLERICAL	704.000	172	705.28



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Fund: 101 GENERAL FUND								
					TOWNSHIP MANAGER DEPT. FICA	715.000	172	424.10
					TOWNSHIP MANAGER PENSION	718.000	172	288.46
					CONTROLLER WAGES	722.000	172	2,013.75
					GENERAL CLERK WAGES	701.000	215	480.77
					GENERAL DEPUTY CLERK WAGES	703.000	215	1,611.20
					GENERAL CLERK FICA	715.000	215	160.03
					GENERAL CLERK PENSION	718.000	215	161.12
					GENERAL TREASURER WAGES	701.000	253	480.77
					GENERAL DEPUTY TREASURER WAGES	703.000	253	1,526.40
					GENERAL CLERICAL WAGES	704.000	253	618.75
					GENERAL TREASURER FICA	715.000	253	188.74
					GENERAL TREASURER PENSION	718.000	253	152.64
					GENERAL ASST ASSESSOR WAGES	709.000	257	1,659.20
					GENERAL ASSESSOR FICA	715.000	257	126.93
					GENERAL ASSESSOR PENSION	718.000	257	165.92
					GENERAL JANITORIAL SALARIES	710.000	265	524.70
					GENERAL JANITORIAL FICA	715.000	265	40.14
					GENERAL PAYROLL FEES	727.000	265	143.07
					GENERAL COMMUNITY CENTER DIRECTOR	701.000	666	1,768.93
					JANITORIAL SALARIES	710.000	666	320.00
					GENERAL COMMUNITY CENTER DIRECTOR	715.000	666	155.59
					GENERAL COMM CENTER DIRECTOR PENSI	718.000	666	176.88
					CHECK MIF 380(E) TOTAL FOR F			17,295.54
01/16/2018	MIF	43237	632607	WASHTENAW COUNTY CLERK/REGIS	NORTHFIELD TOWNSHIP SPECIAL ELECTI	727.000	191	130.79
			632607		NORTHFIELD TOWNSHIP SPECIAL ELECTI	900.000	191	633.20
					CHECK MIF 43237 TOTAL FOR FU			763.99
01/19/2018	MIF	43239*#	007011521-0001	BLUE CROSS BLUE SHIELD OF MI	PREMIUMS FOR FEB 2018	716.000	172	1,811.78
			007011521-0001		PREMIUMS FOR FEB 2018	716.000	215	622.23
			007011521-0001		PREMIUMS FOR FEB 2018	716.000	253	885.13
			007011521-0001		PREMIUMS FOR FEB 2018	716.000	666	678.07
					CHECK MIF 43239 TOTAL FOR FU			3,997.21
01/19/2018	MIF	43240*#	007011521-0002	BLUE CROSS BLUE SHIELD OF MI	PREMIUMS FOR FEB 2018	716.000	257	1,158.64
01/19/2018	MIF	43244#	0002138463	MLIVE MEDIA GROUP	ADS FOR DECEMBER 2017	900.000	101	199.65
			0002138463		ADS FOR DECEMBER 2017	900.000	412	79.63

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Fund: 101 GENERAL FUND								
				CHECK MIF 43244 TOTAL FOR FU				279.28
01/19/2018	MIF	43247	PO BOX RENEWAL	US POSTAL SERVICE	RENEWAL OF PO BOX 576 RENTAL	940.000	265	120.00
01/19/2018	MIF	43249	NORTHFIELD ESTATES	WASHTENAW COUNTY TREASURER	NTFD ESTATES MONTHLY TAX COLLECTIO	214.000	000	1,197.50
01/24/2018	MIF	43256*#	TM05946124 0001	METLIFE - GROUP BENEFITS	PREMIUMS FOR FEB 2018	717.000	172	72.00
			TM05946124 0001		PREMIUMS FOR FEB 2018	717.000	215	47.78
			TM05946124 0001		PREMIUMS FOR FEB 2018	717.000	253	45.87
			TM05946124 0001		PREMIUMS FOR FEB 2018	717.000	257	48.85
			TM05946124 0001		PREMIUMS FOR FEB 2018	717.000	666	51.28
				CHECK MIF 43256 TOTAL FOR FU				265.78
01/24/2018	MIF	43257*#	XXXX XXXX XXXX 354	STAPLES CREDIT PLAN	FD, PD & OFFICE SUPPLY ORDERS 12/1	727.000	265	559.35
01/26/2018	MIF	381(E)*#		PAYROLL	SUPERVISOR WAGES	701.000	171	480.77
					SUPERVISOR FICA	715.000	171	36.78
					TOWNSHIP MANAGER WAGES	701.000	172	2,884.62
					ASST TO TOWNSHIP MANAGER-CLERICAL	704.000	172	1,011.52
					TOWNSHIP MANAGER DEPT. FICA	715.000	172	432.87
					TOWNSHIP MANAGER PENSION	718.000	172	288.46
					CONTROLLER WAGES	722.000	172	1,822.50
					GENERAL CLERK WAGES	701.000	215	480.77
					GENERAL DEPUTY CLERK WAGES	703.000	215	1,611.20
					GENERAL CLERK FICA	715.000	215	160.04
					GENERAL CLERK PENSION	718.000	215	161.12
					GENERAL TREASURER WAGES	701.000	253	480.77
					GENERAL DEPUTY TREASURER WAGES	703.000	253	1,431.00
					GENERAL CLERICAL WAGES	704.000	253	817.50
					GENERAL TREASURER FICA	715.000	253	196.67
					GENERAL TREASURER PENSION	718.000	253	143.10
					GENERAL ASST ASSESSOR WAGES	709.000	257	1,659.20
					GENERAL ASSESSOR FICA	715.000	257	126.93
					GENERAL ASSESSOR PENSION	718.000	257	165.92
					GENERAL PAYROLL FEES	727.000	265	28.49
					GENERAL ZBA/PLANNING FICA	715.000	412	53.55
					PLANNING COMMISSION WAGES	726.000	412	700.00
					GENERAL COMMUNITY CENTER DIRECTOR	701.000	666	1,768.93
					GENERAL COMMUNITY CENTER DIRECTOR	715.000	666	131.12
					GENERAL COMM CENTER DIRECTOR PENSI	718.000	666	176.88

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Fund: 101 GENERAL FUND								
				CHECK MIF 381(E) TOTAL FOR F				17,250.71
02/01/2018	MIF	43261	VR0000430952	ADVANCED DISPOSAL	COM CTR TRASH REMOVAL 1/1/18-3/31/	930.000	666	63.36
02/01/2018	MIF	43262*#	1060601	APPLIED IMAGING	OFFICE & PD MAINT AGREEMENT 1/22/1	727.000	265	49.17
			1060602		COM CTR & WWTP MAINT AGREEMENTS 1/	727.000	666	15.29
				CHECK MIF 43262 TOTAL FOR FU				64.46
02/01/2018	MIF	43263*#	0083771012718	CHARTER COMMUNICATIONS	PSB & OFFICE PHONE LINES 2/7/18-3/	850.000	265	159.96
			0083763012418		COM CTR PHONE, INTERNET & TV 2/4/1	850.000	666	247.92
				CHECK MIF 43263 TOTAL FOR FU				407.88
02/01/2018	MIF	43264*#	1000 0973 9812	CONSUMERS ENERGY	9101 MAIN ST 12/21/17-1/23/18	920.000	666	153.10
02/01/2018	MIF	43267*#	9100 116 2986 2	DTE ENERGY	9101 MAIN ST. 12/22/17-1/25/18	920.000	666	73.97
02/01/2018	MIF	43271*#	3261	J & M LANDSCAPING	SNOW REMOVAL & SALT APPLICATION FO	816.000	265	6,030.00
			3261		SNOW REMOVAL & SALT APPLICATION FO	816.000	666	960.00
				CHECK MIF 43271 TOTAL FOR FU				6,990.00
02/01/2018	MIF	43273	CLASSES	LINDA HARTLEY	CHAIR YOGA & GENTLE YOGA NOV & DEC	815.000	666	355.00
02/01/2018	MIF	43275	MEMBERSHIP DUES	MMTA	ZELENOCK & SAMFILIPPO 2018 MEMBERS	807.000	253	100.00
02/01/2018	MIF	43276*#	XXXX XXXX XXXX 327	PNC BANK	WAGNER CHARGES 12/29/17-1/19/18: L	850.000	265	45.00
02/01/2018	MIF	43278	XXXX XXXX XXXX 589	PNC BANK	WILSON CHARGES 1/6/18-1/18/18: WHI	727.000	265	114.90
02/01/2018	MIF	43281	348914482	U.S. BANK EQUIPMENT FINANCE	OFFICE SMALL PRINTER LEASE JAN 201	940.000	265	65.23
02/01/2018	MIF	43282	NORTHFIELD ESTATES	WASHTENAW COUNTY TREASURER	NTFLD ESTATES MONTHLY SITE FEE JAN	214.000	000	1,055.00
02/08/2018	MIF	43284*#	0075124020118	CHARTER COMMUNICATIONS	PEG STATION & FD-PD CABLE BOXES 2/	850.000	265	9.78
02/08/2018	MIF	43286	XXXX XXXX XXXX 133	PNC BANK	AVERILL 12/20/18-1/19/18: SENIOR L	815.000	666	70.75
			XXXX XXXX XXXX 133		AVERILL 12/20/18-1/19/18: SENIOR L	822.000	666	77.08
			XXXX XXXX XXXX 133		AVERILL 12/20/18-1/19/18: SENIOR L	836.000	666	179.37
			XXXX XXXX XXXX 133		AVERILL 12/20/18-1/19/18: SENIOR L	922.000	666	23.29
				CHECK MIF 43286 TOTAL FOR FU				350.49

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Fund: 101 GENERAL FUND								
02/08/2018	MIF	43288*#	349676999	U.S. BANK EQUIPMENT FINANCE	OFFICE, PD, WWTP & COM CTR COPIER	940.000	265	191.02
			349676999		OFFICE, PD, WWTP & COM CTR COPIER	940.000	666	179.57
				CHECK MIF 43288 TOTAL FOR FU				<u>370.59</u>
02/08/2018	MIF	43289	9800414840	VERIZON WIRELESS MESSAGING S	AYNES' CELL SERVICE 12/24/17-1/23/	850.000	172	50.78
				Total for fund 101 GENERAL FUND				147,385.51

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Fund: 207 LAW ENFORCEMENT FUND								
01/09/2018	MIF	379(E)*#		PAYROLL	LAW ENFORCEMENT SUPERVISORS WAGES	701.000	226	5,414.39
					LAW ENFORCEMENT FULL-TIME WAGES	702.000	226	17,576.60
					LAW ENFORCEMENT CLERICAL WAGES	704.000	226	2,305.53
					LAW ENFORCEMENT PART-TIME WAGES	708.000	226	950.22
					LAW ENFORCEMENT OVER-TIME WAGES	711.000	226	1,168.02
					LAW ENFORCEMENT FICA	715.000	226	2,077.90
					LAW ENFORCEMENT PENSION	718.000	226	2,466.32
					LAW ENFORCEMENT SUPPLIES PAYROLL F	727.000	301	20.60
				CHECK MIF 379(E) TOTAL FOR F				31,979.58
01/11/2018	MIF	43180	2716-262314	ADVANCE AUTO PARTS - PD	FORD INTERCEPTOR BATTERY & CORE RE	930.000	333	145.94
			2716-262314		FORD INTERCEPTOR BATTERY & CORE RE	930.000	333	(22.00)
				CHECK MIF 43180 TOTAL FOR FU				123.94
01/11/2018	MIF	43184*#	1686735	ARBOR SPRINGS WATER CO INC	PD 3 - 5 GAL ARTESIAN WATER & REN	727.000	301	33.50
01/11/2018	MIF	43187	389-378097	BATTERIES PLUS BULBS #389	12 V ALKALINE PACK	727.000	301	18.13
01/11/2018	MIF	43190*#	0075124010118	CHARTER COMMUNICATIONS	PEG STATION, PD & FD CABLE BOXES 1	850.000	301	28.00
01/11/2018	MIF	43192	23962	CREATIVE CARS INC	2014 FORD EXPLORER BATTERY INSTALL	930.000	333	39.60
01/11/2018	MIF	43198	CVCS209273	LAFONTAINE CHEVROLET	CHEVY TAHOE - OIL CHANGE, TIRE ROT	930.000	333	80.99
01/11/2018	MIF	43201*	4560	MCGRAW MORRIS P.C.	LABOR COUNSEL 10/10/17-11/30/17	803.000	270	250.00
			4478		LABOR COUNSEL 9/8/17-9/25/17	803.000	270	600.00
				CHECK MIF 43201 TOTAL FOR FU				850.00
01/11/2018	MIF	43205*#	31697	MICRO TECH SERVICES INC	PD MTS MANAGED SVS 1/1/18-1/31/18	972.000	301	55.80
01/11/2018	MIF	43207*#	7900 0440 8028 914	NEOFUNDS BY NEOPOST	POSTAGE 12/12/17-1/9/18	851.000	301	5.00
01/11/2018	MIF	43212*#	010418	PAUL E BURNS	LEGAL FEES FOR DEC. 2017	803.000	270	3,300.00
01/11/2018	MIF	43217	PD CHARGES	POLLY MKT	3 SHOE POLISH PURCHASES APRIL 2016	727.000	301	53.73
01/11/2018	MIF	43219	70036486	PRIORITY ONE EMERGENCY	TDU SHIRT, EPAULETTE APPLICATION &	741.000	301	65.49
01/11/2018	MIF	43224	551-502633	STATE OF MICHIGAN	LIVE SCAN NOV 2017	214.000	000	124.75

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Fund: 207 LAW ENFORCEMENT FUND								
01/11/2018	MIF	43228*#	347390668	U.S. BANK EQUIPMENT FINANCE	OFFICE, PD, WWTP & COM CTR COPIER	940.000	301	217.39
01/16/2018	MIF	380(E)*#		PAYROLL	LAW ENFORCEMENT SUPERVISORS WAGES	701.000	226	5,966.19
					LAW ENFORCEMENT FULL-TIME WAGES	702.000	226	18,026.40
					LAW ENFORCEMENT CLERICAL WAGES	704.000	226	2,070.90
					LAW ENFORCEMENT PART-TIME WAGES	708.000	226	2,156.20
					LAW ENFORCEMENT JANITOR WAGES	710.000	226	765.00
					LAW ENFORCEMENT FICA	715.000	226	2,196.01
					LAW ENFORCEMENT PENSION	718.000	226	2,466.32
					LAW ENFORCEMENT SUPPLIES PAYROLL F	727.000	301	161.34
				CHECK MIF 380(E) TOTAL FOR F				33,808.36
01/19/2018	MIF	43239*#	007011521-0001	BLUE CROSS BLUE SHIELD OF MI	PREMIUMS FOR FEB 2018	716.000	226	1,811.78
01/19/2018	MIF	43240*#	007011521-0002	BLUE CROSS BLUE SHIELD OF MI	PREMIUMS FOR FEB 2018	716.000	226	6,193.36
01/19/2018	MIF	43242*	79328985	DELL FINANCIAL SERVICES	FD & PD COMPUTER LEASES 1/26/18-2/	972.000	301	318.63
01/19/2018	MIF	43245*	ARR0014087	NEXTIVA INC.	PD & FD PHONES JAN 2018	850.000	301	537.69
01/19/2018	MIF	43246	551-503468	STATE OF MICHIGAN	LIVE SCAN DECEMBER 2017	214.000	000	84.00
01/19/2018	MIF	43248	9799312131	VERIZON WIRELESS MESSAGING S	PD CELL SERVICE 12/5/17-1/4/18	850.000	301	187.50
01/24/2018	MIF	43256*#	TM05946124 0001	METLIFE - GROUP BENEFITS	PREMIUMS FOR FEB 2018	717.000	226	749.00
01/24/2018	MIF	43257*#	XXXX XXXX XXXX 354	STAPLES CREDIT PLAN	FD, PD & OFFICE SUPPLY ORDERS 12/1	727.000	301	125.07
01/24/2018	MIF	43259	5004520047	WELLS FARGO FINANCIAL LEASIN	PD XEROX PRINTER LEASES 1/8/18-2/7	972.000	301	196.30
01/26/2018	MIF	381(E)*#		PAYROLL	LAW ENFORCEMENT SUPERVISORS WAGES	701.000	226	5,746.55
					LAW ENFORCEMENT FULL-TIME WAGES	702.000	226	18,158.19
					LAW ENFORCEMENT CLERICAL WAGES	704.000	226	2,924.20
					LAW ENFORCEMENT PART-TIME WAGES	708.000	226	2,204.88
					LAW ENFORCEMENT OVER-TIME WAGES	711.000	226	1,038.19
					LAW ENFORCEMENT FICA	715.000	226	2,271.61
					LAW ENFORCEMENT PENSION	718.000	226	2,466.32
					LAW ENFORCEMENT SUPPLIES PAYROLL F	727.000	301	32.12

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Fund: 207 LAW ENFORCEMENT FUND								
CHECK MIF 381(E) TOTAL FOR F								34,842.06
02/01/2018	MIF	43262*#	1060601	APPLIED IMAGING	OFFICE & PD MAINT AGREEMENT 1/22/1	727.000	301	21.73
02/01/2018	MIF	43276*#	XXXX XXXX XXXX 327	PNC BANK	WAGNER CHARGES 12/29/17-1/19/18: L	727.000	301	375.02
02/01/2018	MIF	43279	220207	PUBLIC AGENCY TRAINING COUNC	SEMINAR #14998: MANAGING THE PROPE	206.000	000	295.00
02/07/2018	MIF	382(E)#		PAYROLL	SALARIES	702.000	226	738.72
					SOCIAL SECURITY	715.000	226	56.51
					PENSION	718.000	226	155.52
					SUPPLIES	727.000	301	18.22
CHECK MIF 382(E) TOTAL FOR F								968.97
02/08/2018	MIF	43284*#	0075124020118	CHARTER COMMUNICATIONS	PEG STATION & FD-PD CABLE BOXES 2/	850.000	301	28.00
02/08/2018	MIF	43288*#	349676999	U.S. BANK EQUIPMENT FINANCE	OFFICE, PD, WWTP & COM CTR COPIER	940.000	301	217.38
02/08/2018	MIF	43290	52873524	WEX BANK	PD FUEL CHARGES JANUARY 2018	860.000	333	1,634.43
Total for fund 207 LAW ENFORCEMENT FUND								119,370.18

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Fund: 211 Fire Station # 2 Fund								
01/19/2018	MIF	43238*	VR0000430276	ADVANCED DISPOSAL	STATION 2 TRASH REMOVAL 1/1/18-3/3	920.000	301	51.84
Total for fund 211 Fire Station # 2 Fund								51.84



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Fund: 216 MEDICAL RESCUE FUND								
01/09/2018	MIF	379 (E) *#		PAYROLL	FIRE CHIEF WAGES	701.000	226	3,346.77
					FIRE PART-TIME WAGES	702.000	226	4,551.18
					FIRE ADMIN WAGES	705.000	226	58.66
					FIRE PAID ON CALL WAGES	708.000	226	1,551.05
					FIRE FICA	715.000	226	754.56
					FIRE PENSION	718.000	226	334.66
					FIRE TRAINING WAGES	958.000	226	507.00
					PAYROLL FEE	727.000	301	30.70
				CHECK MIF 379 (E) TOTAL FOR F				11,134.58
01/11/2018	MIF	43179	2716-261637	ADVANCE AUTO PARTS - FD	DRIVE U JOINT	930.000	333	9.19
01/11/2018	MIF	43184*#	1686734	ARBOR SPRINGS WATER CO INC	FD 2 - 5 GAL ARTESIAN WATER	727.000	301	13.00
01/11/2018	MIF	43189	REIMBURSE	CHARLES SMITH	LED LIGHTS FOR STATION 2	930.000	301	234.07
01/11/2018	MIF	43190*#	0075124010118	CHARTER COMMUNICATIONS	PEG STATION, PD & FD CABLE BOXES 1	850.000	301	14.00
01/11/2018	MIF	43191*#	4553	CLI CONCRETE LEVELING, INC	RAISE & LEVEL SIDEWALKS AT COM CTR	930.000	301	400.00
01/11/2018	MIF	43199	17-0039	MARC A. VOLGER	CLASS - HYBRID DELIVERY PRE-HOSPIT	957.000	226	1,000.00
01/11/2018	MIF	43203	1344	MICHIGAN ASSOC. OF FIRE CHIE	MEMBERSHIP DUES FOR 2018	807.000	301	85.00
01/11/2018	MIF	43205*#	31696	MICRO TECH SERVICES INC	FD - MTS MANAGED SVS 1/1/18-1/31/1	972.000	301	21.60
01/11/2018	MIF	43209*#	711827828	OCCUPATIONAL HEALTH CENTERS	PRE-HIRE PHYSICAL - SIMMER	730.000	226	178.50
01/11/2018	MIF	43222	REFUND	STATE FARM	FIRE SERVICE CLAIM 17-0328 REFUND	635.000	000	662.87
01/11/2018	MIF	43225	REIMBURSE	STEVE LOWE	SUPPLIES FOR CHIEFS MEETING	727.000	301	48.00
01/16/2018	MIF	380 (E) *#		PAYROLL	FIRE CHIEF WAGES	701.000	226	3,346.77
					FIRE PART-TIME WAGES	702.000	226	5,428.50
					FIRE ADMIN WAGES	705.000	226	191.97
					FIRE PAID ON CALL WAGES	708.000	226	2,120.04
					FIRE FICA	715.000	226	858.44
					FIRE PENSION	718.000	226	334.64
					FIRE TRAINING WAGES	958.000	226	285.00
					PAYROLL FEE	727.000	301	240.48

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Fund: 216 MEDICAL RESCUE FUND								
				CHECK MIF 380(E) TOTAL FOR F				12,805.84
01/19/2018	MIF	43239*#	007011521-0001	BLUE CROSS BLUE SHIELD OF MI	PREMIUMS FOR FEB 2018	716.000	226	1,432.35
01/19/2018	MIF	43242*	79328985	DELL FINANCIAL SERVICES	FD & PD COMPUTER LEASES 1/26/18-2/	972.000	301	318.63
01/19/2018	MIF	43243	TRAINING	MICHIGAN FIRE INSPECTORS SOC	NFPA TEST - BRIAN RENNELLS	957.000	226	350.00
01/19/2018	MIF	43245*	ARR0014087	NEXTIVA INC.	PD & FD PHONES JAN 2018	850.000	301	290.00
01/24/2018	MIF	43252	0080645011318	CHARTER COMMUNICATIONS	STATION 2 INTERNET 1/23/18-2/22/18	850.000	301	89.98
01/24/2018	MIF	43256*#	TM05946124 0001	METLIFE - GROUP BENEFITS	PREMIUMS FOR FEB 2018	717.000	226	83.13
01/24/2018	MIF	43257*#	XXXX XXXX XXXX 354	STAPLES CREDIT PLAN	FD, PD & OFFICE SUPPLY ORDERS 12/1	727.000	301	98.48
01/24/2018	MIF	43258	9799441207	VERIZON WIRELESS MESSAGING S	FD CELL SERVICE 12/8/17-1/7/18	850.000	301	170.51
01/24/2018	MIF	43260	52743363	WEX BANK	FD FUEL CHARGES DEC 2017	860.000	333	868.63
01/26/2018	MIF	381(E)*#		PAYROLL	FIRE CHIEF WAGES	701.000	226	3,346.77
					FIRE PART-TIME WAGES	702.000	226	5,452.50
					FIRE ADMIN WAGES	705.000	226	245.30
					FIRE PAID ON CALL WAGES	708.000	226	1,099.24
					SALARIES - OFFICERS	712.000	226	3,987.50
					FIRE FICA	715.000	226	1,087.65
					FIRE PENSION	718.000	226	334.66
					FIRE TRAINING WAGES	958.000	226	237.00
					PAYROLL FEE	727.000	301	47.88
				CHECK MIF 381(E) TOTAL FOR F				15,838.50
02/01/2018	MIF	43267*#	9100 142 3069 2	DTE ENERGY	2727 E. NORTH TERRITORIAL 12/20/17	920.000	301	79.64
02/01/2018	MIF	43271*#	3261	J & M LANDSCAPING	SNOW REMOVAL & SALT APPLICATION FO	816.000	265	780.00
02/01/2018	MIF	43276*#	XXXX XXXX XXXX 327	PNC BANK	WAGNER CHARGES 12/29/17-1/19/18: L	727.000	301	261.58
02/08/2018	MIF	43284*#	0075124020118	CHARTER COMMUNICATIONS	PEG STATION & FD-PD CABLE BOXES 2/	850.000	301	14.00

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Fund: 216 MEDICAL RESCUE FUND								
02/08/2018	MIF	43291	0261024-IN	CORRIGAN PROPANE CO.	STATION 2 PROPANE DELIVERY 12/14/1	920.000	301	1,293.33
			0261024-IN		STATION 2 PROPANE DELIVERY 12/14/1	920.000	301	(498.79)
				CHECK MIF 43291 TOTAL FOR FU				<u>794.54</u>
					Total for fund 216 MEDICAL RESCUE FUND			48,076.62

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Fund: 287 BUILDING DEPARTMENT FUND								
01/09/2018	MIF	379(E)*#		PAYROLL	SALARIES	703.000	226	600.00
					SOCIAL SECURITY	715.000	226	45.90
				CHECK MIF 379(E) TOTAL FOR F				645.90
01/11/2018	MIF	43190*#	0083748010118	CHARTER COMMUNICATIONS	BLDG DEPT & PSB PHONES & INTERNET	850.000	301	39.99
01/11/2018	MIF	43216#	0000003871	PITTSFIELD TOWNSHIP	BLDG INSPECTIONS OCT 2017	725.000	261	1,060.00
			0000003936		BLDG INSPECTIONS NOVEMBER 2017	725.000	261	1,530.00
			0000003871		BLDG INSPECTIONS OCT 2017	737.000	261	763.00
			0000003936		BLDG INSPECTIONS NOVEMBER 2017	737.000	261	75.00
			0000003936		BLDG INSPECTIONS NOVEMBER 2017	738.000	261	100.00
			0000003871		BLDG INSPECTIONS OCT 2017	727.000	301	280.00
			0000003936		BLDG INSPECTIONS NOVEMBER 2017	809.000	301	200.00
			CHECK MIF 43216 TOTAL FOR FU				4,008.00	
01/16/2018	MIF	380(E)*#		PAYROLL	SALARIES - CODE ENFORCEMENT	703.000	226	300.00
					SOCIAL SECURITY - CODE ENFORCEMENT	715.000	226	22.95
			CHECK MIF 380(E) TOTAL FOR F				322.95	
01/26/2018	MIF	381(E)*#		PAYROLL	SALARIES	703.000	226	675.00
					SOCIAL SECURITY	715.000	226	51.64
			CHECK MIF 381(E) TOTAL FOR F				726.64	
02/01/2018	MIF	43266	INSPECTIONS	DINO BONA	ELECTRICAL INSPECTIONS FOR JAN 201	725.000	301	540.00
02/01/2018	MIF	43272	INSPECTIONS	LEONARD DONALD CZINSKI	HEATING & PLUMBING INSPECTIONS JAN	725.000	301	1,440.00
02/08/2018	MIF	43284*#	0083748020118	CHARTER COMMUNICATIONS	BLDG DEPT PHONE & PSB PHONE & INTE	850.000	301	39.99
02/08/2018	MIF	43292	REFUND	GINNARD QUALITY CONSTRUCTION	CANCELLED PERMIT PB17010	485.000	000	1,542.00
			Total for fund 287 BUILDING DEPARTMENT FUND				9,305.47	

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Fund: 370	PUBLIC	SAFETY	BLDG	DEBT	FD			
01/11/2018	MIF	43183	2607	ALISON MECHANICAL	REPLACED THERMOCOUPLE	930.000	301	276.50
01/11/2018	MIF	43186	734449030612	AT&T	ELEVATOR PHONE SERVICE 11/26/17-12	850.000	301	79.02
01/11/2018	MIF	43190*#	0083748010118	CHARTER COMMUNICATIONS	BLDG DEPT & PSB PHONES & INTERNET	850.000	301	224.94
01/11/2018	MIF	43211	102164	OVERHEAD DOOR CO. OF WHITMOR	SERVICE CALL - REPLACED CABLES & H	930.000	301	337.30
			102207		SERVICE CALL - REPAIR TO HANDICAP	930.000	301	90.00
				CHECK MIF 43211 TOTAL FOR FU				427.30
01/11/2018	MIF	43220	0355	PURE WINDOW WASHING	PSB ENTRANCEWAY WINDOWS	930.000	301	10.00
01/11/2018	MIF	43226*#	REIMBURSE	STEVEN AYNES	EXTENSION CORDS, EXTERNAL LIGHT TI			** VOIDED **
01/11/2018	MIF	43227	371517432	TERMINIX	PSB PEST CONTROL 12/28/17	930.000	301	52.00
01/11/2018	MIF	43229	2017-270	WASHTENAW CNTY ENVIRONMENTAL	COLIFORM BACTERIA TESTING	930.000	301	15.00
01/11/2018	MIF	43236*#	REIMBURSE	STEVEN AYNES	EXTENSION CORDS, EXTERNAL LIGHT TI	727.000	301	129.79
01/19/2018	MIF	43238*	VR0000430287	ADVANCED DISPOSAL	PSB TRASH REMOVAL 1/1/18-3/31/18	920.000	301	138.36
01/24/2018	MIF	43250	224732	ALLSTAR ALARM LLC	PSB CENTRAL MONITORING W/ INSPECTI	818.000	301	261.00
02/01/2018	MIF	43263*#	0049525012218	CHARTER COMMUNICATIONS	PSB PHONE AND INTERNET 2/1/18-2/28	850.000	301	164.97
			0083771012718		PSB & OFFICE PHONE LINES 2/7/18-3/	850.000	301	119.97
				CHECK MIF 43263 TOTAL FOR FU				284.94
02/01/2018	MIF	43264*#	1000 0012 0517	CONSUMERS ENERGY	8350 MAIN ST 12/21/17-1/22/18	920.000	301	3,142.27
02/01/2018	MIF	43271*#	3261	J & M LANDSCAPING	SNOW REMOVAL & SALT APPLICATION FO	816.000	301	3,515.00
02/01/2018	MIF	43276*#	XXXX XXXX XXXX 327	PNC BANK	WAGNER CHARGES 12/29/17-1/19/18: L	930.000	301	80.00
02/08/2018	MIF	43283	734449030601	AT&T	ELEVATOR PHONE SERVICE 12/26/17-1/	850.000	301	79.10
02/08/2018	MIF	43284*#	0083748020118	CHARTER COMMUNICATIONS	BLDG DEPT PHONE & PSB PHONE & INTE	850.000	301	229.94

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Fund: 370 PUBLIC SAFETY BLDG DEBT FD								
02/08/2018	MIF	43285*	9100 212 3306 9	DTE ENERGY	8350 MAIN ST. 12/22/17-1/25/18	920.000	301	1,532.93
02/08/2018	MIF	43287	372260604	TERMINIX	PSB PEST CONTROL 1/23/18	930.000	301	52.00
Total for fund 370 PUBLIC SAFETY BLDG DEBT FD								10,530.09

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Fund: 571 WASTEWATER TREATMENT FUND								
01/09/2018	MIF	379(E)*#		PAYROLL	SEWER SUPERINTENDENT WAGES	701.000	226	2,495.77
					SEWER FULL-TIME WAGES	702.000	226	5,858.53
					SEWER FICA	715.000	226	635.27
					SEWER PENSION	718.000	226	793.42
					SEWER PAYROLL FEE	727.000	301	8.16
				CHECK MIF 379(E) TOTAL FOR F				9,791.15
01/11/2018	MIF	43181	2716-262759	ADVANCE AUTO PARTS - WWTP	BATTERY & CORE RETURN	819.000	301	82.40
01/11/2018	MIF	43182	SLS 10066419	ALEXANDER CHEMICAL CORP	CHLORINE, SULF DIOX, DEPOSITS & DE	740.000	301	2,559.00
01/11/2018	MIF	43188	1217-100693	BRIGHTON ANALYTICAL LLC	SELENIUM	817.000	301	15.00
01/11/2018	MIF	43206	399382	NCL OF WISCONSIN, INC.	GRADUATED CYLINDERS	740.000	301	157.57
01/11/2018	MIF	43208	23540	NORTHWEST PIPE AND SUPPLY, I	PVC PIPES & COUPLINGS	930.000	301	52.20
01/11/2018	MIF	43209*#	711852450	OCCUPATIONAL HEALTH CENTERS	PRE-HIRE PHYSICAL - LEWIS	817.000	301	61.00
01/11/2018	MIF	43213	9335897659	PERSONNEL CONCEPTS	ALL-IN-ONE IRCA, NLRA, & I9 COMPLI	727.000	301	76.95
			9335870694		LABOR COMPLIANCE POSTERS	930.000	301	197.95
				CHECK MIF 43213 TOTAL FOR FU				274.90
01/11/2018	MIF	43214	MULTIPLE	PETER'S HARDWARE HAMBURG - W	ACCT 500026 CHARGES 12/1/17-12/11/	930.000	301	82.79
01/11/2018	MIF	43218	516804	POWER VAC OF MICHIGAN, INC	VACTOR TRUCK - JET AND VAC WET WEL	819.000	301	1,425.00
01/11/2018	MIF	43223	761-10103902	STATE OF MICHIGAN	ANNUAL BIOSOLIDS LAND APPLICATION	930.000	301	1,475.32
01/11/2018	MIF	43228*#	347390668	U.S. BANK EQUIPMENT FINANCE	OFFICE, PD, WWTP & COM CTR COPIER	940.000	301	131.22
01/16/2018	MIF	380(E)*#		PAYROLL	SEWER SUPERINTENDENT WAGES	701.000	226	2,495.77
					SEWER FULL-TIME WAGES	702.000	226	5,858.53
					SEWER OVERTIME WAGES	711.000	226	2,279.91
					SEWER FICA	715.000	226	809.69
					SEWER PENSION	718.000	226	793.42
					SEWER PAYROLL FEE	727.000	301	63.93
				CHECK MIF 380(E) TOTAL FOR F				12,301.25
01/19/2018	MIF	43238*	VR0000433131	ADVANCED DISPOSAL	WWTP TRASH REMOVAL 1/1/18-3/31/18	920.000	301	226.08

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 571 WASTEWATER TREATMENT FUND								
01/19/2018	MIF	43239*#	007011521-0001	BLUE CROSS BLUE SHIELD OF MI	PREMIUMS FOR FEB 2018	716.000	226	1,324.88
01/19/2018	MIF	43240*#	007011521-0002	BLUE CROSS BLUE SHIELD OF MI	PREMIUMS FOR FEB 2018	716.000	226	5,210.26
01/19/2018	MIF	43241	OIL DELIVERY	CORRIGAN OIL CO	SALES ORDERS 6545467 & 6545468: ET	920.000	301	1,530.29
01/24/2018	MIF	43251	UB REFUND	CARMOTIVE FLEET REMARKETING	REFUND FOR OVERCHARGES FEB 2014-AU	907.000	301	2,469.33
01/24/2018	MIF	43253	10502985701	CONSTELLATION NEW ENERGY, IN	ENERGY SUPPLY 10/20/17-11/17/17 92	920.000	301	396.90
01/24/2018	MIF	43256*#	TM05946124 0001	METLIFE - GROUP BENEFITS	PREMIUMS FOR FEB 2018	717.000	226	264.35
01/26/2018	MIF	381(E)*#		PAYROLL	SEWER SUPERINTENDENT WAGES	701.000	226	2,495.77
					SEWER FULL-TIME WAGES	702.000	226	6,896.77
					SEWER FICA	715.000	226	728.08
					SEWER PENSION	718.000	226	793.28
					SEWER PAYROLL FEE	727.000	301	12.73
					SEWER COMMUNICATION PAY	850.000	301	175.00
				CHECK MIF 381(E) TOTAL FOR F				11,101.63
02/01/2018	MIF	43262*#	1060602	APPLIED IMAGING	COM CTR & WWTP MAINT AGREEMENTS 1/	727.000	301	14.42
02/01/2018	MIF	43264*#	1000 0950 4497	CONSUMERS ENERGY	427 E NORTH TERRITORIAL 12/20/17-1	920.000	301	19.14
			1000 6159 0814		11615 E SHORE DR 12/21/17-1/23/18	920.000	301	18.47
			1000 0012 4642		11500 LEMEN RD #A 12/22/17-1/23/18	920.000	301	1,517.46
			1000 0950 4273		8076 WHITMORE LAKE RD. 12/22/17-1/	920.000	301	59.10
			1000 0950 4356		601 RAYMOND DR #GEN 12/22/17-1/24/	920.000	301	59.63
			1000 0950 4588		7647 EDMUND ST. 12/22/17-1/24/18	920.000	301	58.03
			1000 1171 7061		11500 LEMEN RD #C 12/22/17-1/23/18	920.000	301	123.59
			1000 1171 6543		11500 LEMEN RD #B 12/22/17-1/23/18	920.000	301	279.04
				CHECK MIF 43264 TOTAL FOR FU				2,134.46
02/01/2018	MIF	43267*#	9100 116 3078 7	DTE ENERGY	9081 LAKE PINE DR. 12/20/17-1/23/1	920.000	301	26.13
			9100 116 3105 8		9225 LAKE PINE DR 12/20/17-1/23/18	920.000	301	245.15
			9100 116 7798 6		427 E. NORTH TERRITORIAL 12/20/17-	920.000	301	114.59
			9100 113 1384 8		10201 ELMCREST RD 11/18/17-1/23/18	920.000	301	37.86
			9100 141 5936 2		10597 9 MILE RD. 12/21/17-1/24/18	920.000	301	17.07
			9100 116 3039 9		11615 E SHORE DR. 12/21/17-1/24/18	920.000	301	134.01
			9100 113 1398 8		11502 LEMEN RD 12/22/17-1/25/18	920.000	301	15.26



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Fund: 571 WASTEWATER TREATMENT FUND								
			9100 116 3052 2		11800 N MAIN ST. 12/22/17-1/25/18	920.000	301	46.98
			9100 116 3093 6		7941 TURNBERRY DR. 12/22/17-1/25/1	920.000	301	30.80
			9100 116 2999 5		601 RAYMOND 12/22/17-1/25/18	920.000	301	38.73
			9100 116 3014 2		11380 N SHORE DR. 12/22/17-1/25/18	920.000	301	46.79
			9100 116 3026 6		11591 N SHORE DR 12/22/17-1/25/18	920.000	301	23.39
			9100 116 2958 1		10201 ELMCREST RD. 12/22/17-1/25/1	920.000	301	53.81
			9100 116 2973 0		8076 MAIN ST. 12/22/17-1/25/18	920.000	301	69.07
			9100 116 7814 1		9457 LAKEPOINTE DR. 12/22/17-1/25/	920.000	301	14.34
			9100 116 2944 1		7647 EDMUND ST. 12/22/17-1/25/18	920.000	301	45.13
CHECK MIF 43267 TOTAL FOR FU								959.11
02/01/2018	MIF	43270	9100 4000 5506	DTE ENERGY	EC-PRIMARY SUPPLY RATE 12/19/17-1/	920.000	301	1,539.08
02/01/2018	MIF	43274	20180748	MISS DIG SYSTEM INC	ANNUAL MEMBERSHIP FEE 2018	819.000	301	630.97
02/01/2018	MIF	43277#	XXXX XXXX XXXX 588	PNC BANK	WILLIS CHARGES 1/5/18-1/16/18: CON	957.000	226	440.00
			XXXX XXXX XXXX 588		WILLIS CHARGES 1/5/18-1/16/18: CON	819.000	301	73.03
			XXXX XXXX XXXX 588		WILLIS CHARGES 1/5/18-1/16/18: CON	930.000	301	214.94
CHECK MIF 43277 TOTAL FOR FU								727.97
02/01/2018	MIF	43280	23743	SUNSET SPORTSWEAR	SAFETY GREEN POCKET T'S	741.000	301	225.00
02/08/2018	MIF	43284*#	0077545012618	CHARTER COMMUNICATIONS	WWTP PHONE & INTERNET 2/6/18-3/5/1	850.000	301	269.93
02/08/2018	MIF	43285*	9100 116 3062 1	DTE ENERGY	925 8 MILE RD. 12/22/17-1/25/18	920.000	301	669.49
02/08/2018	MIF	43288*#	349676999	U.S. BANK EQUIPMENT FINANCE	OFFICE, PD, WWTP & COM CTR COPIER	940.000	301	131.23
Total for fund 571 WASTEWATER TREATMENT FUND								58,234.18

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Fund: 883 DISTRICT #3 HORSESHOE LAKE								
01/24/2018	MIF	43254	HLSAD REFUND	DEBRA MCBRIDE	PARCELS B-02-17-262-002 & B-02-17-	924.000	301	1,434.83
01/24/2018	MIF	43255	HLSAD REFUND	GARY STANNY	PARCELS B-02-17-262-002 & B-02-17-	924.000	301	1,434.83
					Total for fund 883 DISTRICT #3 HORSESHOE LAKE			2,869.66
TOTAL - ALL FUNDS								395,823.55

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

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

# Memo

To: Northfield Township Board of Trustees

From: Marlene Chockley, Supervisor

RE: Selection Committee for North Village Request for Proposals (RFP)

Date: February 8, 2018

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## **Background Information**

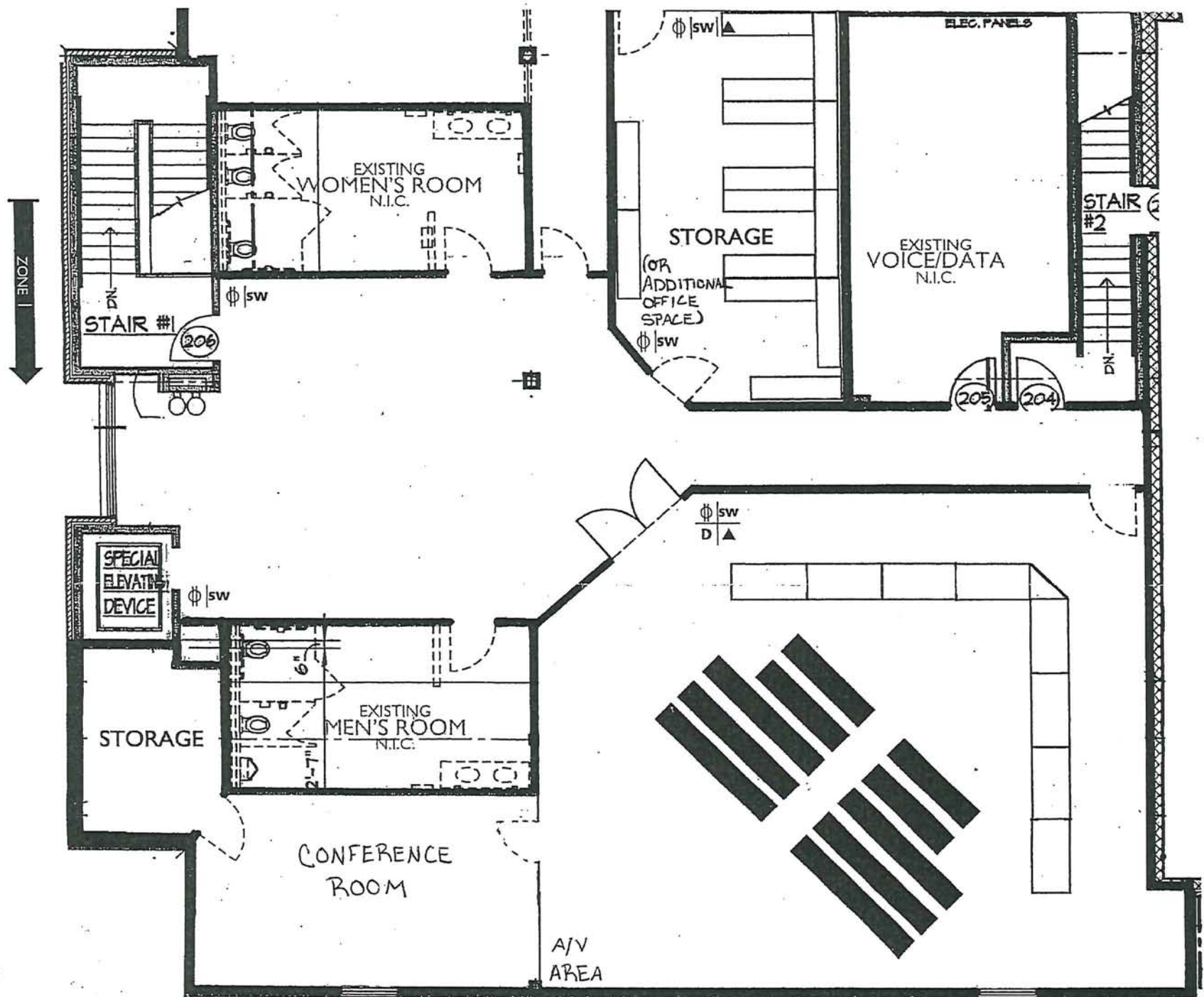
The Board of Trustees has released the RFP for the North Village. Interested developers are to submit their proposals by May 16, 2018 at 4 PM. A steering committee will evaluate the proposals against the set of criteria enumerated in the RFP from May 16 to June 20 and present a recommendation or no recommendation to the Board of Trustees. The selection committee may include representatives of the Township Board of Trustees, Administration, DDA, or any other persons deemed appropriate in the sole discretion of the Board.

## **Discussion Requested**

Please come ready to share your thoughts on who to invite to participate in the selection process. Thank you.



## First Floor / WEST



Second Floor - South end

2nd Floor - North end

