

NORTHFIELD TOWNSHIP BOARD AGENDA

April 11, 2017 - - 7:00 PM

8350 Main Street, 2nd Floor

CALL TO ORDER

PLEDGE/INVOCATION

ROLL CALL

CONSENT AGENDA: Minutes, Bills

ADOPT BALANCE OF AGENDA

CALL TO THE PUBLIC

BOARD MEMBER COMMENTS

CORRESPONDENCE AND ANNOUNCEMENTS

REPORTS/UPDATES

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

AGENDA ITEMS

1. Weed Control SAD for Whitmore Lake/Implementing a Lake Management Program
2. Little Porky's SDD Liquor License Request
3. Civic Event Application for 4th of July Fireworks
4. Resolution 17-556 : Road Closure for 4th of July Fireworks (pending Civic Event Application approval)
5. Civic Event Application for German Park Summer Picnics
6. Request to hire Thomas Beert as WWTP Plant Operator II
7. Request for continued Township Contribution for Clean-up Day
8. PNC Credit Cards: PNC Bank's Corporate Resolution assigning Program Administrators
9. Request to Authorize New Credit Card Accounts for Dan Willis and Cristina Wilson
10. Request to purchase Parking Signs for Public Safety Building
11. 2017 Lawncare bids
12. Request to change township's Credit Card service provider from 'Official Payments' to 'Point & Pay'
13. Independent Contractor, Part-time Maintenance Worker Contract
14. Request to authorize Personnel Committee to review resumes for the Township Manager position
15. Acceptance of Barker Road Non-Motorized Path Easement: 385 Barker Rd.
16. Resolution 17-557: Non-Motorized Path Easement for B. Westrate

DISCUSSION ITEMS

1. Township Manager Job Description +
2. Board Member Feedback on the North Village Concept Plan +

2nd CALL TO THE PUBLIC

BOARD MEMBER COMMENTS

ADJOURNMENT

* Denotes previous backup; + denotes no backup in package

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NORTHFIELD TOWNSHIP

Township Board

Minutes

February 28, 2017

CALL TO ORDER

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

INVOCATION/PLEDGE

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

ROLL CALL

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

Also present:

Wastewater Treatment Plant Superintendent
Tim Hardesty
Wastewater Treatment Plant System Supervisor
Dan Willis
Public Safety Director William Wagner
Members of the community

ADOPT AGENDA

Chockley added discussion of Hiring of Code Enforcement Official as Item 3a. Otto added Hiring of a Township Manager as Item 6a.

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

FIRST CALL TO THE PUBLIC

Nicholas Galendez, Pollichella & Associates, Cannabis Attorneys of Michigan, 4312 E. Grand River, Howell, Christine Miles, 9096 Wildwood Lake Drive, Dean Kapp, 5925 Nollar Road, Mark Stanalajczko, 8235 Kearney Road, Margaret Riddell, 65141 W. Eight Mile Road, Mary Devlin, 9211 Brookside Drive, Leann Clair, 9096 Sunny Oaks Drive, David Perry, 9411 Earhart Road, Craig Warburton, 450 W. Joy Road, and Roy Townsend, Managing Director of the Washtenaw County Road Commission, spoke about new State medical marijuana laws, hiring of a Township manager, and the Conditional Use Permit for the WCRC maintenance yard.

BOARD CLARIFICATIONS

Dockett objected to Townsend commenting on the hiring of a Township manager, Board members responded to comments from members of the public and thanked those who came to the meeting, and Zelenock suggested finding better ways to get Township news to residents.

CORRESPONDENCE AND ANNOUNCEMENTS

None.

AGENDA ITEMS

1.

WWTP Staffing

- **Motion:** Chockley moved, Beliger supported, that Dan Willis be transitioned to the Waste Water Treatment Plant Supervisor position at an annual salary of \$63,000, and to allow him to hire another person of his choosing to complete his team.

In answer to a question, Willis said he works on call every fifth weekend for Green Oak Township.

Motion carried 7—0 on a voice vote.

2.

Conditional Use Permit for Washtenaw County Road Commission

- **Motion:** Chockley moved, Chick supported, that the Conditional Use Permit for the Washtenaw County Road Commission Northeast Service Center, 1222 E. North Territorial Parcel 02-21-300-004, zoned Limited Industrial, be approved.

Roy Townsend, Managing Director of the Washtenaw County Road Commission, and Mike Bernbeck, project manager, answered questions from Board members who commented on lost tax revenue, sewer capacity used, staffing levels, light truck maintenance to be performed, materials storage, maintenance of North Territorial Road, and site plan requirements.

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

3.

Open Personnel Positions

Chockley noted Controller candidates are being scheduled for interviews. She explained that she conducted telephone interviews with several Code Enforcement Officer applicants and has submitted a recommendation to the Board. Dockett objected to the resume of the recommended candidate not being included in the Board packet. The Board discussed how the interview process for various positions should be conducted.

3a.

Hiring of Enforcement Officer

- **Motion:** Chockley moved, Chick supported, that the Township hire Mr. Rankin at \$25/hour for 8 hours per week pending satisfactory completion of the application process.

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Chockley said she would like Rankin to work additional hours at first to catch up on a backlog.

- **First amendment to Motion:** Zelenock moved, Beliger supported, that Rankin be authorized to work up to 16 hours/week for the first month.

Dockett requested a roll call vote. First amendment to motion carried 6—1 on a roll call vote, Dockett opposed.

- **Second amendment to motion:** Chockley moved, Zelenock supported, that the Township attorney review the contract for the Code Enforcement Officer.

Dockett requested a roll call vote. Second amendment to motion carried 6—1 on a roll call vote, Dockett opposed.

- **Amended motion:** Chockley moved, Chick supported, that the Township hire Mr. Rankin at \$25/hour at 8 hours per week pending satisfactory completion of the application process, that Rankin be authorized to work up to 16 hours/week for the first month, and that the Township attorney review the contract for the Code Enforcement Officer.

- **Dockett requested a roll call vote. Amended motion carried 6—1 on a roll call vote, Dockett opposed.**

**4.
Establish Personnel Committee**

- **Motion:** Chockley moved, Chick supported, to establish a personnel committee to review and update the employee handbook and job descriptions.

The Board discussed the need for this update, who should serve on the committee, and addressing other matters such as the employee agreement packet, the interviewing process, and making time off consistent.

Motion carried 7—0 on a voice vote.

Otto, Manley, and Chockley agreed to serve.

- **Motion:** Chockley moved, Zelenock supported, to begin the review of the employee handbook and job descriptions. **Motion carried 7—0 on a voice vote.**

**5.
Township Manager Job Description/
Clarification on Non-Statutory Duties**

The Board reviewed the edited list of Township Manager duties prepared by Zelenock. Township attorney Burns said he would review this.

Chockley called for a five minutes recess at 8:33 P.M.

**6 and 6a.
Assignment of Non-Statutory Duties
and
Hiring of a Township Manager**

The Board reviewed the list of Township Manager duties and which staff the duties could be assigned to as prepared by Otto. They discussed whether specific staff members would have the time for additional duties, what additional compensation would be, who is responsible for assigning specific duties, and the need for review by the Township attorney.

- **Motion:** Beliger moved, Otto supported, that we begin the process of advertising for the position of Township Manager, and that we grant assignment of non-statutory duties to both Jennifer Carlisle and Marlene Chockley, consideration for performance of these duties to be determined tonight, with the duration of the said assignment to conclude with the hiring of the Township Manager or at the will of the Board.

Attorney Burns recommended separate actions for hiring of the Manager and assigning non-statutory duties to others.

Motion withdrawn.

- **Motion:** Beliger moved, Otto supported, to assign non-statutory duties to both Jennifer Carlisle and Marlene Chockley, consideration for performance of these duties to be determined tonight by the Board, with the duration of the said assignment to conclude with the hiring of the Township Manager or at the will of the Board. Carlisle and Chockley will bring to the Board, no later than the next meeting, a report of the duties they will each be responsible for.

The Board discussed the need to determine compensation for Carlisle and Chockley, and to define the job duties and salary range for a Township manager. Beliger clarified that this arrangement would end either when the Board decides to end it or when a Township Manager is hired.

Motion carried 4—2—1 on a voice vote, Zelenock and Dockett opposed, Chockley abstaining.

- **Motion:** Beliger moved, Chick supported, that the Board move forward with the process of hiring of a Township Manager.

The Board again discussed the need to define job duties and salary.

- **Amendment to motion:** Otto moved, Beliger supported, to amend the motion to include a salary of \$70,000-\$80,000 plus benefits. **Chockley requested a roll call vote. Motion failed 3—4 on a roll call vote, Zelenock and Dockett, Chockley and Manley opposed.**

- **Amendment to motion:** Otto moved, Beliger supported, to amend the motion to include a salary of \$60,000-\$75,000 plus benefits. **Chockley requested a roll call vote. Motion carried 4—3 on a roll call vote, Zelenock, Chockley and Manley opposed.**

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- **Amended motion:** Beliger moved, Chick supported, that the Board move forward with the process of hiring of a Township Manager with a salary of \$60,000-\$75,000 plus benefits.

Board members discussed whether a Township Manager is needed, the current level of the fund balance, and other ways \$60,000 could benefit the Township.

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

**7.
Amend the 2017 Budget and
Establish Whitmore Lake Sewer District Budget**

- **Motion:** Chockley moved, Beliger supported, to approve Resolution 17-554 to Transfer Monies and Amending the 2017 Budget within the General and Building Department Funds and Establishing the Whitmore Lake Sewer District Budget.

Zelenock clarified that these transfers are necessary to avoid individual line items going over budget, and they will reduce the fund balance by \$53,865.

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

**8.
Amend the 2017 Budget within the General Fund**

- **Motion:** Chockley moved, Beliger supported, to adopt Resolution 17-555 Amending the 2017 Township Budget within the General Fund

Chockley explained that all of these amendments relate to the Barker Road Non-Motorized Path, and after the transfers the balance in the general fund will be \$743,936.

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

Submitted by Lisa Lemble.

Corrections to the originally issued minutes are indicated as follows:

Wording removed is ~~stricken through~~;

Wording added is underlined.

Approved by the Township Board on _____, 2017.

Kathleen Manley, Clerk

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

**9.
Outstanding Easements for
Debra Mozurkewich Memorial Path**

The Board discussed the pros and cons of paying a total of \$33,500 to two property owners for the remaining easements required to complete the path, noting that the previous Board declined to approve the payments. The Board also discussed options including not proceeding with Phase III of the project or proceeding without building the path across these properties.

SECOND CALL TO THE PUBLIC

Leann Clair, Margaret Riddell, Chuck Steuer, 760 Six Mile Road, Mary Devlin, Anthony McKenna, 9009 Posey Drive, Udo Huff, 6431 Whitmore Lake Road, Patrick Kelley, 8310 Main Street, made additional comments and suggestions regarding hiring of a Township Manager, the budget, operating the Township with transparency, and the Barker Road non-motorized path easements.

BOARD MEMBER COMMENTS

Board members urged support of local businesses, thanked those who came to the meeting, reported that the Planning Commission would like to schedule a joint meeting with the Township Board, asked for clarification of grant funding of the Barker Road non-motorized path, urged Board members to use caution when posting on social media, expressed concern about the fund balance, urged use of inexpensive means of advertising for the Township Manager position, reported on the road and parking area being built by MDOT in the new lakefront park, announced a presentation to the Board on March 28th by the Downtown Planning Group about the new park, and suggested a survey of residents regarding governance issues.

ADJOURNMENT

Chockley adjourned the meeting at 10:00 P.M.

NORTHFIELD TOWNSHIP

Township Board Special Meeting

Minutes

March 14, 2017

CALL TO ORDER

The meeting was called to order at 6:22 P.M. by Supervisor Chockley at 8350 Main Street.

PLEDGE/INVOCATION

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

ROLL CALL

Marlene Chockley, Supervisor	Present
Kathleen Manley, Clerk	Present
Lenore Zelenock, Treasurer	Present
Tawn Beliger	Present
Janet Chick, Trustee	Present
Wayne Dockett, Trustee	Present
Jacki Otto, Trustee	Present (arrived at 6:35 P.M.)

Also present:
Township Attorney Brad Maynes
Township Bond Counsel Steve Mann, Miller Canfield
Township Engineer Brian Rubel, Tetra Tech
Recording Secretary Lisa Lemble
Members of the community

ADOPT AGENDA

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

FIRST CALL TO THE PUBLIC

None present.

BOARD MEMBER COMMENTS

Dockett said Darlene Curtis had been promised a sign on her property and asked that this be provided.

CLOSED SESSION

- **Motion:** Chockley moved, Chick supported, that the Board go into closed session pursuant to MCL 15.265(8)(d), (e), and (h) to receive an attorney-client privileged communication, to discuss pending litigation and to consider the purchase of real property. **Motion carried 6—0 on a roll call vote.**

[Otto arrived].

- **Motion:** Otto moved, Beliger supported, that the Board return to open session.
Motion carried 7—0 on a roll call vote.

ACTION AS A RESULT OF CLOSED SESSION

- **Motion:** Chick moved, Otto supported, that an offer of \$17,000 be made to Mr. Stoyanovich and an offer of \$16,500 be made to Mr. Westrate for easements to complete Phase III of the Barker Road Non-Motorized Path.

Board members discussed the pros and cons, including increased construction costs without the easements and objections to paying high prices for the easements.

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

- **Motion:** Chockley moved, Manley supported, that asphalt be used, rather than contract, for Phase III of the Barker Road Non-Motorized Path.

The Board briefly discussed the merits of the two materials.

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

SECOND CALL TO THE PUBLIC

Board members addressed comments and answered questions from Adam Olney, 9315 Lakewood Court, Dale Brewer, 11548 East Shore Drive, David Gordon, 5558 Hellner Road, and Udo Huff, 6431 Whitmore Lake Road, about the Barker Road Non-Motorized Path project.

BOARD MEMBER COMMENTS

Dockett objected to February 28th minutes and a report from the Supervisor not being available in the packet for this meeting.

ADJOURNMENT

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

The meeting adjourned at 7:52 P.M.

Submitted by Lisa Lemble. Corrections to the originally issued minutes are indicated as follows:

Wording removed is ~~stricken through~~;
Wording added is underlined.

Approved by the Township Board on _____, 2017.

Kathleen Manley, Clerk

NORTHFIELD TOWNSHIP

Township Board

Minutes

March 14, 2017

CALL TO ORDER

The meeting was called to order at 7:53 P.M. by Supervisor Chockley at 8350 Main Street.

PLEDGE/INVOCATION

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

ROLL CALL

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

Also present:

Wastewater Treatment Plant Superintendent
Tim Hardesty
Wastewater Treatment Plant System Supervisor
Dan Willis
Public Safety Director William Wagner
Township Attorney Brad Maynes
Township Engineer Brian Rubel
Recording Secretary Lisa Lemble
Members of the community

CONSENT AGENDA:

- Minutes of February 14, 2017
- Bills

Dockett asked that bills be pulled for discussion.

- **Motion:** Otto moved, Chick supported, that the minutes of February 14, 2017, be approved as presented.

Beliger asked why the Board did not wait to include Dockett on one vote when he had left the room. Dockett requested a roll call vote.

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

ADOPT BALANCE OF AGENDA

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

FIRST CALL TO THE PUBLIC

Dale Brewer, 11548 East Shore Drive, Susan Wienckowski and David Gordon, 5558 Hellner Road, commented on the Barker Road Non-Motorized Path project, the value of the Call to the Public, and the hiring of a Township Manager.

BOARD MEMBER COMMENTS

Board members responded to comments from the public, suggested upgrading the meeting room sound system, and suggested that non-grant estimates be prepared for projects being done using grant funding.

REPORTS

Police and Fire. The Board confirmed that the Department should burn and remove the building on the Curtis property. Wagner provided updates on road and bridge closing schedules related to the US-23 construction project.

Wastewater Treatment Plant. No questions.

Senior Center. No questions.

Planning Commission. Did not meet.

Parks and Recreation. Beliger asked several questions.

Financial. Zelenock answered questions about the report.

Supervisor. Dockett and Beliger commented on the tone of the report regarding office staffing and asked about upcoming DDA and Downtown Planning Group meetings.

PRESENTATION

1. Sewer Service Policy

Brian Rubel of Tetra Tech provided an overview of the Wastewater Treatment Plant (WWTP) history and service. He noted there are times when the plant struggles, resulting in processes at time being by-passed in violation of the plant permit, and some parts of the system are essentially at capacity. The Board reviewed Rubel's report and discussed what the promised capacity of the plant is, whether to allow connections from parcels that did not originally pay into districts, whether to raise connection fees, the purpose of a storage tank vs. expanding the plant, and commitments to Green Oak Township.

Wastewater Treatment Plant Superintendent Hardesty said a tank is the most cost effective way to handle wet weather flow and it is needed in his opinion, but since it is not known when development will come it is not as clear when a plant expansion will be needed.

—Chockley called a five minute recess—

AGENDA ITEMS

1. Fireworks Committee Request

In answer to a question from a member of the fireworks committee Wagner explained the process for getting approval for use of the new community park area for parking and viewing of fireworks and for hanging a banner over Main Street.

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Minutes of Regular Meeting
Public Safety Building; 8350 Main Street
March 14, 2017**

**2.
Fiber Technologies Request**

- **Motion:** Chick moved, Otto supported, to approve the request from Fiber Technologies Networks to modify Exhibit A of the Bilateral METRO Act Permit to expand its network. **Motion carried 7—0 on a voice vote.**

**3.
Hiring of Auxiliary Firefighter**

- **Motion:** Chockley moved, Beliger supported, to hire Fred Anstead as Auxiliary Firefighter contingent upon successful background check and physical. **Motion carried 7—0 on a voice vote.**

**4.
Hiring of Controller**

Zelenock noted the original candidate recommended for this position has withdrawn his application.

- **Motion:** Zelenock moved, Chockley supported, to table the hiring of a Controller. **Motion carried 7—0 on a voice vote.**

**5.
Fee Schedule Revision**

Chockley noted that the schedule has been updated to reflect the fees being charged by McKenna. It was noted that McKenna's fees are higher than those charged by the previous planning consultant.

- **Motion:** Chockley moved, Chick supported, that the fee schedule revision reflecting McKenna Associates contracted rates be adopted as presented. **Dockett requested a roll call vote. Motion carried 5—2 on a voice vote, Dockett and Zelenock opposed.**

**6.
Emergent Health Partners
Dispatch Contract Renewal**

- **Motion:** Chockley moved, Otto supported, that the new Fire Department dispatch contract with Emergent Health Partners for a two year contract for a total of \$21,835.63 be approved. **Motion carried 7—0 on a voice vote.**

**7.
Metro Dispatch Contract Renewal**

Wagner explained this represents a 3% increase—the first increase since 2008.

- **Motion:** Chockley moved, Otto supported, to amend the Dispatch Services Contract between Washtenaw County and the Northfield Township Police Department dated January 1, 2011, as follows: Amend Article II, the price to extend the contract as follows: Beginning July 1, 2017, upon the above Dispatch service and submission of invoices Northfield Township will pay the Sheriff an amount not to

exceed \$65,247.00 per year. Price will be set until June 30, 2021. **Motion carried 7—0 on a voice vote.**

**8.
Personnel Committee Update**

Otto reported she prepared an annotated proposed update of the Township Manager job description. Chockley said she passed out descriptions and is getting feedback, and the Township Manager position has been posted.

**9.
POAM Letter of Understanding
Regarding Part-Time Officer Starting Salaries**

Wagner explained that experienced, retired officers are often available, but are not willing to work at the usual starting salary for part-time officers, so he is working with the union on an agreement to allow latitude in pay based on experience.

- **Motion:** Chockley moved, Chick supported, to approve the attached letter of understanding to the current POAM contract.

Dockett objected to the money being spent to pay an officer who has been placed on leave.

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

**10.
Police Officer Change of Status**

Wagner said this change will allow Officer Johnston to work more hours temporarily in the absence of an employee who has been placed on leave.

- **Motion:** Chockley moved, Chick supported, to approve the letter of understanding to promote Officer Johnston to full-time. **Motion carried 7—0 on a voice vote.**

**11.
Bills**

Dockett asked about a charge for removal of a tree authorized by the Parks and Recreation Committee without getting bids. Beliger asked about a payment of FICA for the Township Manager.

- **Motion:** Chockley moved, Otto supported, that the bills be approved. **Dockett called for a roll call vote. Motion carried 6—1 on a voice vote, Dockett opposed.**

SECOND CALL TO THE PUBLIC

Adam Olney, 9315 Lakewood Court, Udo Huff, 6431 Whitmore Lake Road, David Gordon, and Chuck Steuer, 760 Six Miller Road, commented on the sewer service presentation, fireworks permits, the Barker Road non-motorized pathway, the officer on unpaid leave, the hiring of a Township Manager, and fees for preparation of a plan for the new community park.

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March 14, 2017**

BOARD MEMBER COMMENTS

Board members announced a March 25th meeting by State Rep. Donna Lasinski and a Planning Commission and a March 30th ZBA training. They made comments about the Tetra Tech sewer system presentation, the hiring of a Township Manager, preparation for meetings by Board members, and the officer who has been on leave, thanked the members of the public for attending the meeting, and asked for speakers at meetings to be kinder to each other.

Tim Hardesty noted this will be his last Board meeting before retiring. He said he and his staff have been treated extremely well. The Board thanked him for his excellent work and gave him a round of applause.

ADJOURNMENT

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

The meeting adjourned at 10:34.M.

Submitted by Lisa Lemble.

Corrections to the originally issued minutes are indicated as follows:

Wording removed is ~~stricken through~~;
Wording added is underlined.

Approved by the Township Board on _____, 2017.

Kathleen Manley, Clerk

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**NORTHFIELD TOWNSHIP
Township Board
Joint Meeting with Planning Commission
Minutes
March 28, 2017**

CALL TO ORDER

The meeting was called to order at 7:03 P.M. by Supervisor Chockley at 8350 Main Street.

INVOCATION/PLEDGE

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

ROLL CALL

Township Board	
Marlene Chockley, Supervisor	Present
Kathleen Manley, Clerk	Present
Lenore Zelenock, Treasurer	Present
Tawn Beliger	Present
Janet Chick, Trustee	Present
Wayne Dockett, Trustee	Present
Jacki Otto, Trustee	Present
Planning Commission	
Janet Chick	Present
Brad Cousino	Absent
Sam Iaquinto	Absent with notice
Cecila Infante	Present
Larry Roman	Present
Amy Steffens	Present
John Zarzecki	Present

Also present:

Wastewater Treatment Plant Superintendent Dan Willis
Township Engineer Brian Rubel, Tetra Tech
Township Attorney Brad Maynes
Township Planner Patrick Sloan, McKenna Associates
Township Planner Paul Lippens, McKenna Associates
Recording Secretary Lisa Lemble
Members of the community

ADOPT AGENDA

Chockley asked that *Acceptance of Two Outstanding Easements for Non-Motorized Path* be added to the agenda as Item 5.

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

FIRST CALL TO THE PUBLIC

Mary Devlin, 9211 Brookside, and David Gordon, 5558 Hellner Road, made comments about proposed plans for the Township and hiring of a Township manager,

BOARD MEMBER CLARIFICATIONS

Otto replied to comments made during the Call to the Public.

CORRESPONDENCE AND ANNOUNCEMENTS

None.

JOINT SESSION WITH PLANNING COMMISSION

1.

**Downtown Planning Group Presentation:
North Village Concept Plan**

Chockley called on Barbara Griffith to introduce the members of the Downtown Planning Group. Paul Lippens of McKenna Associates presented the North Village Master Plan. He described the public engagement efforts, including a survey, and noted that top features people hope will develop as a result of the development of the downtown community park is a beach/lake access, a restaurant/bar, and a bakery/deli. He noted that Design Workshop participants were generally open to a variety of development options, including private development as long as it subsidizes public improvements, and that any development needs to complement the downtown area, with public elements (including parking) needing to come first.

Lippens explained the planning group would like the Township to issue an RFP for the site to help determine what might be possible for a public/private development. He answered questions from Township Board members and Planning Commissioners.

2.

**Downtown Strategic Action Plan
and Design Framework: McKenna Associates**

Paul Lippens of McKenna Associates briefly described the process McKenna recommends to move forward with a strategic plan for the downtown area from looking at key sites to considering parking needs and developing design guidelines.

3.

**Proposed 2017 Community Development
Work Plan: McKenna Associates**

Patrick Sloan of McKenna Associates reviewed McKenna's proposal to continue to work on updating the Master Plan, develop the downtown strategic action plan and a design framework, update the Parks and Recreation Master Plan to incorporate the North Village plan, and assist with the Township's capital improvement program (CIP). He also recommended that the zoning ordinance be updated in light of recently enacted State law.

Sloan answered questions, and Board members provided input to the Planning Commission concerning various projects, development ideas, and methods of getting public input, including the community survey.

Chockley recessed the meeting for five minutes.

BOARD OF TRUSTEES AGENDA ITEMS

1. Change Order for Whitmore Lake Road Sewer Assessment District (SAD)

Township Engineer Brian Rubel explained that this project was completed under budget.

- **Motion:** Chick moved, Otto supported, to approve the change order showing a reduction of \$36,763.08 for the Whitmore Lake sanitary sewer extension, to authorize the supervisor to sign the change order, and to approve the application for payment.
Motion carried 7—0 on a voice vote.

2. Sewer System Interceptor Flow Monitoring Proposal

- **Motion:** Chockley moved, Chick supported, to accept the proposal from Tetra Tech dated March 22, 2017, for interceptor flow monitoring in an amount not to exceed \$34,800 without prior written approval, and to authorize the Supervisor to sign the proposal document.

Rubel said the grant application for \$595,000—90% of the project cost—for this project was submitted in 2013 and he expects to hear about funding by November of this year. Dan Willis noted the grant will reimburse the Township for many hours of work Township staff have already performed. The Board discussed seeking other engineering bids.

Dockett requested a roll call vote. Motion carried 5—2 on a roll call vote, Beliger and Dockett opposed.

3. Promotion of Mike Spirl to System Supervisor

- **Motion:** Chockley moved, Beliger supported, that Mike Spirl be promoted to the position of System Supervisor at a base salary of \$45,000 as recommended by Dan Willis, Wastewater Treatment Plant Superintendent.
Motion carried 7—0 on a voice vote.

4. Update on Controller Position

Zelenock reviewed the memo of March 23rd outlining the difficulties encountered in hiring a new Controller.

- **Motion:** Zelenock moved, Chick supported, to hire a temporary controller if it is deemed necessary before a permanent part-time controller can be hired.
Motion carried 7—0 on a voice vote.

5. Acceptance of Two Outstanding Easements for Non-Motorized Path

- **Motion:** Chockley moved, Otto supported, to authorize the acceptance of two outstanding easements for the Barker Road Non-Motorized Path if the offers are accepted. **Dockett requested a roll call vote. Motion carried 4—3 on a voice vote, Beliger, Zelenock, and Dockett opposed.**

SECOND CALL TO THE PUBLIC

Andy Lakatos, 9249 Lakewood Drive, made comments about the Barker Road Non-Motorized Path construction.

BOARD MEMBER COMMENTS

Board members made comments about supporting local businesses, the Barker Road Non-Motorized Path, the Wastewater Treatment Plant, the source of grant funding, the community survey, and how the Board makes decisions. They thanked the Downtown Development Group, Planning Commission, and other Township committees for their work on community plans.

ADJOURNMENT

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

The meeting adjourned at 9:54 P.M.

Submitted by Lisa Lemble. Corrections to the originally issued minutes are indicated as follows:
Wording removed is ~~stricken through~~; wording added is underlined.

Approved by the Township Board on _____, 2017.

Kathleen Manley, Clerk

Approved by the Planning Commission on _____, 2017.

Larry Roman, Chair

John Zarzecki, Secretary

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

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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 #
Fund 101 GENERAL FUND					
Dept 191 ELECTIONS					
101-191-727	SUPPLIES	PRINTING SYSTEMS INC	ABSENT BALLOT RETURN ENVELOPES	203.88	
101-191-727	SUPPLIES	PRINTING SYSTEMS INC	VOTER ID CARDS	77.35	
Total For Dept 191 ELECTIONS				281.23	
Dept 215 CLERK					
101-215-723	RECORD SEC	LISA LEMBLE	RECORDING SECRETARY JAN-MARCH 2017	1,650.00	
101-215-860	FUEL & MILEAGE	CRISTINA WILSON	MILEAGE FOR MARCH 2017	40.17	
Total For Dept 215 CLERK				1,690.17	
Dept 247 BOARD OF REVIEW					
101-247-723	RECORD SEC	LISA LEMBLE	RECORDING SECRETARY JAN-MARCH 2017	1,035.00	
Total For Dept 247 BOARD OF REVIEW				1,035.00	
Dept 253 TREASURER					
101-253-956	MISCELLANEOUS	THE FLYING LOCKSMITHS	SAFE MAINTENANCE AND COMBO CHANGE	115.00	
Total For Dept 253 TREASURER				115.00	
Dept 257 ASSESSING					
101-257-727	SUPPLIES	MARY BIRD	DINNER FOR BOARD OF REVIEW 3/16/17	49.50	
101-257-818	CONTRACTUAL SERVICES	ASSESSMENT ADMIN. SERVIC	ASSESSOR SERVICES MID MARCH-MID APRIL	5,833.33	
Total For Dept 257 ASSESSING				5,882.83	
Dept 265 HALL AND GROUNDS					
101-265-727		QUILL CORP	OFFICE SUPPLIES	144.14	
101-265-727		QUILL CORP	OFFICE SUPPLIES	3.92	
101-265-816	GROUND/CLEANG/JANITORL SERVIC	AJ'S MAINTENANCE AND SER	SNOW REMOVAL & SALT APPLICATION 3/14/	748.14	
101-265-816	GROUND/CLEANG/JANITORL SERVIC	AJ'S MAINTENANCE AND SER	SALT APPLICATION 3/13/17	286.19	
101-265-940	RENTAL EQUIPMENT	U.S. BANK EQUIPMENT FINA	COPIER LEASE OFFICE, PD, WWTP & COM C	191.01	
Total For Dept 265 HALL AND GROUNDS				1,373.40	
Dept 270 LEGAL/PROFESSIONAL					
101-270-803	LEGAL	MILLER, CANFIELD, PADDOC	SPECIAL FINANCE COUNSEL THRU 2/28/17	1,235.00	
101-270-806	ENGINEER	OHM ADVISORS	ENGINEERING SERVICES THROUGH 3/18/17	1,130.50	
Total For Dept 270 LEGAL/PROFESSIONAL				2,365.50	
Dept 412 PLANNING/ZONING DEPT					
101-412-723	RECORD SEC	LISA LEMBLE	RECORDING SECRETARY JAN-MARCH 2017	1,070.00	
Total For Dept 412 PLANNING/ZONING DEPT				1,070.00	
Dept 449 ROAD WORK					
101-449-814	ROAD IMPROVEMENTS	WASHTENAW COUNTY ROAD C	SIGN REPLACEMENT	254.70	
Total For Dept 449 ROAD WORK				254.70	
Dept 666 COMMUNITY CENTER					
101-666-816	GROUND/CLEANG/JANITORL SERVIC	AJ'S MAINTENANCE AND SER	SNOW REMOVAL & SALT APPLICATION 3/14/	73.32	
101-666-816	GROUND/CLEANG/JANITORL SERVIC	AJ'S MAINTENANCE AND SER	SALT APPLICATION 3/13/17	29.00	
101-666-920	UTILITIES	CONSTELLATION ENERGY SER	ELECTRIC SUPPLY 2/22/17-3/22/17	69.53	
101-666-940	RENTAL EQUIPMENT	U.S. BANK EQUIPMENT FINA	COPIER LEASE OFFICE, PD, WWTP & COM C	179.58	
Total For Dept 666 COMMUNITY CENTER				351.43	
Dept 757 PARKS					
101-757-801	PLANNER FEES	MCKENNA ASSOCIATES	COMMUNITY PARK MASTER PLAN SERVICES T	3,960.00	
Total For Dept 757 PARKS				3,960.00	

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Fund 101 GENERAL FUND					
Total For Fund 101 GENERAL FUND				18,379.26	
Fund 207 LAW ENFORCEMENT FUND					
Dept 301 OPERATING COSTS					
207-301-727		ARBOR SPRINGS WATER CO I	PD 4 - 5 GAL ARTESIAN WATER & RENTAL	40.00	
207-301-727	SUPPLIES	MFASCO	FIRST AID SUPPLIES	147.07	
207-301-940	RENTAL EQUIPMENT	U.S. BANK EQUIPMENT FINA	COPIER LEASE OFFICE, PD, WWTP & COM C	217.39	
Total For Dept 301 OPERATING COSTS				404.46	
Dept 333 TRANSPORTATION					
207-333-930		BRIGHTON FORD INC	2014 EXPLORER OIL CHANGE	47.31	
207-333-930		BRIGHTON FORD INC	2014 TAURUS REPAIR LEAK IN WATER PUMP	32.41	
207-333-930		BRIGHTON FORD INC	2014 TAURUS OIL CHANGE	32.41	
Total For Dept 333 TRANSPORTATION				112.13	
Total For Fund 207 LAW ENFORCEMENT FUND				516.59	
Fund 216 MEDICAL RESCUE FUND					
Dept 265 HALL AND GROUNDS					
216-265-816	GROUND/CLEANG/JANITORL SERVIC	AJ'S MAINTENANCE AND SER	SALT APPLICATION 3/13/17	20.00	
Total For Dept 265 HALL AND GROUNDS				20.00	
Dept 301 OPERATING COSTS					
216-301-727	SUPPLIES	ARBOR SPRINGS WATER CO I	FD 2 - 5 GAL ARTESIAN WATER	13.00	
216-301-727	SUPPLIES	BATTERIES PLUS BULBS #38	C ALAKLINE - BULK	61.20	
216-301-920	UTILITIES	CONSTELLATION ENERGY SER	ELECTRIC SUPPLY 2/22/17-3/22/17	68.33	
Total For Dept 301 OPERATING COSTS				142.53	
Dept 333 TRANSPORTATION					
216-333-930	REPAIRS & MAINTENANCE	CARQUEST AUTO PARTS - FD	HEX HEAD PLUG	1.72	
216-333-930	REPAIRS & MAINTENANCE	CARQUEST AUTO PARTS - FD	SWITCH (SPECIAL ORDER), TEFLON TAPE &	37.46	
216-333-930	REPAIRS & MAINTENANCE	CARQUEST AUTO PARTS - PD	HEADLIGHT	7.69	
Total For Dept 333 TRANSPORTATION				46.87	
Total For Fund 216 MEDICAL RESCUE FUND				209.40	
Fund 230 DONATION FUND					
Dept 301 OPERATING COSTS					
230-301-905	BARK PARK	WASTE MANAGEMENT OF MI	BARK PARK WASTE REMOVAL	24.62	
Total For Dept 301 OPERATING COSTS				24.62	
Total For Fund 230 DONATION FUND				24.62	
Fund 287 BUILDING DEPARTMENT FUND					
Dept 261 GOVERNMENT SHARED SERVICES					
287-261-725	BUILDING INSPECTIONS	PITTSFIELD TOWNSHIP	BLDG INSPECTIONS FEB 2017	1,175.00	
Total For Dept 261 GOVERNMENT SHARED SERVICES				1,175.00	
Total For Fund 287 BUILDING DEPARTMENT FUND				1,175.00	
Fund 370 PUBLIC SAFETY BLDG DEBT FD					
Dept 301 OPERATING COSTS					
370-301-816	GROUND/CLEANG/JANITORL SERVIC	AJ'S MAINTENANCE AND SER	SNOW REMOVAL & SALT APPLICATION 3/14/	510.09	
370-301-816	GROUND/CLEANG/JANITORL SERVIC	AJ'S MAINTENANCE AND SER	SALT APPLICATION 3/13/17	193.33	
370-301-920	UTILITIES	CONSTELLATION ENERGY SER	ELECTRIC SUPPLY 2/22/17-3/22/17	1,547.18	

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Fund 370 PUBLIC SAFETY BLDG DEBT FD					
Dept 301 OPERATING COSTS					
370-301-930	REPAIRS & MAINTENANCE	ALISON MECHANICAL	REPAIR TO FROZEN HEAT COIL	571.50	
370-301-930	REPAIRS & MAINTENANCE	ALLIANCE WINDOW CLEANING	PSB ENTRANCEWAY 3/24/17	10.00	
Total For Dept 301 OPERATING COSTS				2,832.10	
Total For Fund 370 PUBLIC SAFETY BLDG DEBT FD				2,832.10	
Fund 571 WASTEWATER TREATMENT FUND					
Dept 000					
571-000-302	BOND PAYABLE - 1992	US BANK, N.A.	2004B LGLP-SRS-NORTHFIELD TWP #5	40,000.00	
Total For Dept 000				40,000.00	
Dept 301 OPERATING COSTS					
571-301-740	OPERATING SUPPLIES	NALCO CROSSBOW WATER	CARBON GUARD	102.55	
571-301-740	OPERATING SUPPLIES	NALCO CROSSBOW WATER	DI EXPRESS & FILTER	194.38	
571-301-740	OPERATING SUPPLIES	NCL OF WISCONSIN, INC.	PH ELECTRODE STORAGE SOLUTION	239.99	
571-301-740	OPERATING SUPPLIES	NCL OF WISCONSIN, INC.	PETRI DISHES	67.19	
571-301-740	OPERATING SUPPLIES	NCL OF WISCONSIN, INC.	BUFFER SOLUTION, FILTERS & CHLORINE	436.68	
571-301-740	OPERATING SUPPLIES	USA BLUE BOOK	DIGITAL WATER BATH & WINDSOCK	628.43	
571-301-850	COMMUNICATION	SPRINT/NEXTEL COMMUNICAT	CELL SERVICE 2/24/17-3/23/17	40.03	
571-301-920	UTILITIES	CONSTELLATION ENERGY SER	ELECTRIC SUPPLY 2/22/17-3/22/17	6,046.00	
571-301-930	REPAIRS & MAINTENANCE	231-RENTAL, LLC.	PUMP RENTAL	58.50	
571-301-930	REPAIRS & MAINTENANCE	COMPLETE BATTERY SOURCE	WWTP BATTERIES	185.06	
571-301-930	REPAIRS & MAINTENANCE	FONSON COMPANY, INC.	6" WATER MAIN REPLACEMENT	6,350.00	
571-301-930	REPAIRS & MAINTENANCE	USA BLUE BOOK	VALVE AND REPAIR KIT	354.00	
571-301-940	RENTAL EQUIPMENT	U.S. BANK EQUIPMENT FINA	COPIER LEASE OFFICE, PD, WWTP & COM C	131.22	
Total For Dept 301 OPERATING COSTS				14,834.03	
Dept 528 O & M - BOND & INTEREST					
571-528-989	INTEREST 1992 BOND	US BANK, N.A.	2004B LGLP-SRS-NORTHFIELD TWP #5	6,119.38	
Total For Dept 528 O & M - BOND & INTEREST				6,119.38	
Total For Fund 571 WASTEWATER TREATMENT FUND				60,953.41	

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Fund Totals:

Fund 101 GENERAL FUND	18,379.26
Fund 207 LAW ENFORCEME	516.59
Fund 216 MEDICAL RESCU	209.40
Fund 230 DONATION FUND	24.62
Fund 287 BUILDING DEPA	1,175.00
Fund 370 PUBLIC SAFETY	2,832.10
Fund 571 WASTEWATER TR	60,953.41

Total For All Funds:	84,090.38
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Fund: 101 GENERAL FUND								
03/16/2017	MIF	42118*#	3190	AJ'S MAINTENANCE AND SERVICE	SALT APPLICATION 2/15/17	816	265	37.38
			3190		SALT APPLICATION 2/15/17	816	265	248.81
			3190		SALT APPLICATION 2/15/17	816	666	29.00
				CHECK MIF 42118 TOTAL FOR FU				315.19
03/16/2017	MIF	42122*#	1651179	ARBOR SPRINGS WATER CO INC	OFFICE 3 - 5 GAL ARTESIAN WATER &	727	265	19.50
			1651179		OFFICE 3 - 5 GAL ARTESIAN WATER &	940	265	14.00
				CHECK MIF 42122 TOTAL FOR FU				33.50
03/16/2017	MIF	42123	3022017	ASSESSMENT ADMIN. SERVICES,	ASSESSING SERVICES MID-FEB 2017 TO	818	257	5,833.33
03/16/2017	MIF	42125*#	007011521-0001	BLUE CROSS BLUE SHIELD OF MI	PREMIUMS FOR APRIL 2017	716	215	577.77
			007011521-0001		PREMIUMS FOR APRIL 2017	716	253	832.39
			007011521-0001		PREMIUMS FOR APRIL 2017	716	666	629.93
				CHECK MIF 42125 TOTAL FOR FU				2,040.09
03/16/2017	MIF	42126*#	007011521-0002	BLUE CROSS BLUE SHIELD OF MI	PREMIUMS FOR APRIL 2017	716	257	1,077.16
03/16/2017	MIF	42129	CLASSES	CATHY MYERS	PAPER CRAFTING	815	666	45.00
03/16/2017	MIF	42131	CLASSES	DARRYL MICKENS	TAI CHI JAN-MARCH 2017	815	666	60.80
			CLASSES		TAI CHI JAN-MARCH 2017	836	666	60.80
				CHECK MIF 42131 TOTAL FOR FU				121.60
03/16/2017	MIF	42132	MILEAGE	DAWN SAMFILIPPO	MILEAGE JAN-FEB 2017 - BANK & POST	860	253	57.78
03/16/2017	MIF	42134*#	1090347	DES MOINES STAMP MFG CO	NSF AND DEPOSIT ONLY STAMPERS	727	265	65.95
03/16/2017	MIF	42136	2689 463 0018 6	DTE ENERGY	66 6 MILE RD #SIREN 2/1/17-3/1/17	920	265	16.39
03/16/2017	MIF	42141#	28	JAMES NELSON	VIDEO SERVICES OCTOBER 2014	723	215	85.00
			29		VIDEO SERVICES NOVEMBER 2014	723	215	170.00
			30		VIDEO SERVICES DECEMBER 2014	723	215	85.00
			31		VIDEO SERVICES JANUARY 2015	723	215	170.00
			32		VIDEO SERVICES FEBRUARY 2015	723	215	170.00
			33		VIDEO SERVICES MARCH 2015	723	215	170.00
			34		VIDEO SERVICES APRIL 2015	723	215	170.00
			35		VIDEO SERVICES MAY 2015	723	215	170.00
			36		VIDEO SERVICES JUNE 2015	723	215	170.00

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND								
			37		VIDEO SERVICES JULY 2015	723	215	170.00
			38		VIDEO SERVICES AUGUST 2015	723	215	85.00
			39		VIDEO SERVICES SEPTEMBER 2015	723	215	170.00
			40		VIDEO SERVICES OCTOBER 2015	723	215	170.00
			41		VIDEO SERVICES NOVEMBER 2015	723	215	170.00
			42		VIDEO SERVICES DECEMBER 2015	723	215	85.00
			43		VIDEO SERVICES JANUARY 2016	723	215	170.00
			44		VIDEO SERVICES FEBRUARY 2016	723	215	170.00
			45		VIDEO SERVICES MARCH 2016	723	215	255.00
			46		VIDEO SERVICES APRIL 2016	723	215	255.00
			47		VIDEO SERVICES MAY 2016	723	215	255.00
			48		VIDEO SERVICES JUNE 2016	723	215	170.00
			28		VIDEO SERVICES OCTOBER 2014	723	412	85.00
			29		VIDEO SERVICES NOVEMBER 2014	723	412	85.00
			30		VIDEO SERVICES DECEMBER 2014	723	412	85.00
			31		VIDEO SERVICES JANUARY 2015	723	412	170.00
			32		VIDEO SERVICES FEBRUARY 2015	723	412	170.00
			33		VIDEO SERVICES MARCH 2015	723	412	255.00
			34		VIDEO SERVICES APRIL 2015	723	412	170.00
			35		VIDEO SERVICES MAY 2015	723	412	170.00
			36		VIDEO SERVICES JUNE 2015	723	412	170.00
			37		VIDEO SERVICES JULY 2015	723	412	255.00
			38		VIDEO SERVICES AUGUST 2015	723	412	255.00
			39		VIDEO SERVICES SEPTEMBER 2015	723	412	170.00
			40		VIDEO SERVICES OCTOBER 2015	723	412	170.00
			41		VIDEO SERVICES NOVEMBER 2015	723	412	85.00
			42		VIDEO SERVICES DECEMBER 2015	723	412	170.00
			43		VIDEO SERVICES JANUARY 2016	723	412	85.00
			44		VIDEO SERVICES FEBRUARY 2016	723	412	255.00
			45		VIDEO SERVICES MARCH 2016	723	412	255.00
			46		VIDEO SERVICES APRIL 2016	723	412	170.00
			47		VIDEO SERVICES MAY 2016	723	412	255.00
			48		VIDEO SERVICES JUNE 2016	723	412	85.00
			CHECK MIF 42141 TOTAL FOR FU					7,055.00
03/16/2017	MIF	42148#	259018	KENT COMMUNICATIONS INC	ASSESSMENT NOTICES FEB. 2017	900	101	94.50
			259018		ASSESSMENT NOTICES FEB. 2017	851	257	(21.97)
			259018		ASSESSMENT NOTICES FEB. 2017	900	257	956.70
			CHECK MIF 42148 TOTAL FOR FU					1,029.23
03/16/2017	MIF	42150	REIMBURSE	MARLENE CHOCKLEY	2017 MTA CONFERENCE - PERSONAL CAR	957	171	434.00

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND								
03/16/2017	MIF	42152	15145	MICHIGAN MUNICIPAL LEAGUE	CONTROLLER AD	900	101	141.20
03/16/2017	MIF	42154	31149	MICRO TECH SERVICES INC	BOARD ROOM ANTIVIRUS 3/1/17-3/31/17	930	265	18.00
			31148		OFFICE ANTIVIRUS 3/1/17-3/31/17	930	265	164.90
				CHECK MIF 42154 TOTAL FOR FU				182.90
03/16/2017	MIF	42155#	0001974810	MLIVE MEDIA GROUP	ADS 2/5/17-2/26/17	900	101	613.30
			0001974810		ADS 2/5/17-2/26/17	900	247	682.00
				CHECK MIF 42155 TOTAL FOR FU				1,295.30
03/16/2017	MIF	42156	313280	MTA	CLASSIFIED AD - CONTROLLER	900	101	70.00
03/16/2017	MIF	42157*#	7900 0440 8028 91	NEOFUNDS BY NEOPOST	POSTAGE 2/16/17-3/13/17	851	191	74.80
			7900 0440 8028 91		POSTAGE 2/16/17-3/13/17	851	257	102.12
			7900 0440 8028 91		POSTAGE 2/16/17-3/13/17	851	265	220.42
			7900 0440 8028 91		POSTAGE 2/16/17-3/13/17	851	412	11.79
				CHECK MIF 42157 TOTAL FOR FU				409.13
03/16/2017	MIF	42159	183902	OHM ADVISORS	GENERAL ENG SERVICES THRU 2/18/17	806	270	598.50
03/16/2017	MIF	42163#	4824258	QUILL CORP	ELECTIONS - LAPTOP CASE	727	191	27.99
			4979349		PRE-ADDRESSED WINDOW ENVELOPES	727	265	73.98
			4715672		OFFICE SUPPLIES	727	265	168.21
				CHECK MIF 42163 TOTAL FOR FU				270.18
03/16/2017	MIF	42172*#	325190908	U.S. BANK EQUIPMENT FINANCE	COPIER LEASES - OFFICE, PD, WWTP &	940	265	204.20
			325190908		COPIER LEASES - OFFICE, PD, WWTP &	940	666	155.40
				CHECK MIF 42172 TOTAL FOR FU				359.60
03/16/2017	MIF	42174	3274	WASHTENAW CO EQUALIZATION &	6 MAPS AND LAND VALUE BOOK	727	257	95.00
03/16/2017	MIF	42175	512721	WASHTENAW COUNTY ROAD COMMI	REPLACEMENT OF "NO TRUCKS" SIGN	814	449	58.18
03/16/2017	MIF	42176*#	28923	WASHTENAW COUNTY TREASURER	2016 AT LARGE	814	449	19,495.34
03/16/2017	MIF	42177	NORTHFIELD ESTATES	WASHTENAW COUNTY TREASURER	NF ESTATES MONTHLY TAX COLLECTION	214	000	3,592.50
03/22/2017	MIF	42180	2830	HURON RIVER WATERSHED COUNCI	FACILITATION SERVICES FOR MIDDLE H	807	101	250.00
03/22/2017	MIF	42182	26488	MICHIGAN ASSOC. OF PLANNING	SITE PLAN REVIEW TRAINING FOR ZARZ	957	412	130.00

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Fund: 101 GENERAL FUND											
03/22/2017	MIF	42183	340940	MTA	ADVERTISEMENT FOR TWP MGR ON MTA	900	101	45.00			
03/22/2017	MIF	42184*#	FEB 2017	PAUL E BURNS	LEGAL FEES FOR FEB 2017	803	253	500.00			
			FEB 2017		LEGAL FEES FOR FEB 2017	803	270	6,929.58			
			FEB 2017		LEGAL FEES FOR FEB 2017	927	270	(3,800.00)			
			CHECK MIF 42184 TOTAL FOR FU						3,629.58		
03/22/2017	MIF	42185*#	00 751981 0001	STANDARD INSURANCE CO.	PREMIUMS FOR APRIL 2017	717	172	(162.58)			
			00 751981 0001		PREMIUMS FOR APRIL 2017	717	215	41.19			
			00 751981 0001		PREMIUMS FOR APRIL 2017	717	253	45.44			
			00 751981 0001		PREMIUMS FOR APRIL 2017	717	257	45.44			
			00 751981 0001		PREMIUMS FOR APRIL 2017	717	666	43.68			
			CHECK MIF 42185 TOTAL FOR FU						13.17		
03/22/2017	MIF	42189	C32L5-84A44-5I3	VISTAPRINT NETHERLANDS B.V.	BUSINESS CARDS FOR MICHAEL RANKIN	727	265	22.67			
03/28/2017	MIF	355 (E) *#		PAYROLL	SUPERVISOR WAGES	701	171	480.77			
					SUPERVISOR FICA	715	171	36.78			
					ASST TO TOWNSHIP MANAGER-CLERICAL	704	172	1,221.32			
					TOWNSHIP MANAGER DEPT. FICA	715	172	200.45			
					CONTROLLER WAGES	722	172	1,399.10			
					CLERK WAGES	701	215	480.77			
					DEPUTY CLERK WAGES	703	215	1,520.00			
					CLERK DEPT. FICA	715	215	153.06			
					DEPUTY CLERK PENSION	718	215	152.00			
					BOARD OF REVIEW FEE	706	247	747.00			
					SOCIAL SECURITY	715	247	57.15			
					TREASURER WAGES	701	253	480.77			
					DEPUTY TREASURER WAGES	703	253	1,440.00			
					CLERICAL WAGES	704	253	945.50			
					TREASURER DEPT. FICA	715	253	207.12			
					ASST ASSESSOR	709	257	1,565.60			
					ASST ASSESSOR FICA	715	257	119.76			
					ASST ASSESSOR PENSION	718	257	156.56			
					PAYROLL FEES	727	265	18.49			
					COMM. CENTER DIRECTOR WAGES	701	666	1,668.80			
					COMM. CENTER FICA	715	666	123.45			
					COMM CENTER DIRECTOR-PENSION	718	666	166.88			
					CHECK MIF 355 (E) TOTAL FOR F						13,341.33

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Fund: 101 GENERAL FUND								
03/29/2017	MIF	42192*#	1000 0973 9812	CONSUMERS ENERGY	9101 MAIN ST. 2/22/17-3/21/17	920	666	87.08
03/29/2017	MIF	42194*#	2689 463 0005 3	DTE ENERGY	9101 MAIN ST. 2/22/17-3/22/17	920	666	65.07
03/29/2017	MIF	42197*#	0000-7608-3	DTE ENERGY	OVERHEADS & ORNAMENTALS 2/1/17-2/2	920	448	3,085.39
			0000-7608-3		OVERHEADS & ORNAMENTALS 3/1/17-3/2	920	448	3,201.51
				CHECK MIF 42197 TOTAL FOR FU				6,286.90
03/29/2017	MIF	42198	N6438631	MAILFINANCE	MAIL MACHINE LEASE 1/12/17-4/11/17	940	265	420.36
03/29/2017	MIF	42199	PAYCHECK	MICHAEL A. RANKIN	PAYCHECK 3/15/17-3/29/17	809	412	525.00
			MILEAGE		CODE ENFORCEMENT MILEAGE FOR MARCH	860	412	17.28
				CHECK MIF 42199 TOTAL FOR FU				542.28
03/29/2017	MIF	42200*#	XXXX XXXX XXXX 856	PNC BANK	INTELIUS SUBSCRIPTION & SUPPLY RET			** VOIDED **
03/29/2017	MIF	42202	326714433	U.S. BANK EQUIPMENT FINANCE	LEASE MULTI-FUNCTION MACHINE THRU	940	265	65.23
04/06/2017	MIF	42204*#	917296	APPLIED IMAGING	OFFICE & PD 3/22/17-4/21/17 COPIER	727	265	38.09
			917957		WWTP & COM CTR 3/22/17-4/21/17 COP	727	666	31.29
				CHECK MIF 42204 TOTAL FOR FU				69.38
04/06/2017	MIF	42206	2	BENCHMARK OUTDOOR SERVICES	PAYMENT 2 - TREE REMOVAL AT COMMU	727	753	500.00
04/06/2017	MIF	42207*#	8245 12 485 008377	CHARTER COMMUNICATIONS	PSB & OFFICE PHONES 4/7/17-5/6/17	850	265	119.96
			8245 12 485 007512		PED STATION 4/9/17-5/8/17	850	265	51.76
			8245 12 485 008376		COM CTR PHONES, INTERNET & CABLE 4	850	666	220.97
				CHECK MIF 42207 TOTAL FOR FU				392.69
04/06/2017	MIF	42208	REFUND	HELEN NILES	REFUND FOR CANCELLED TRIP RESERVAT	812	666	99.00
04/06/2017	MIF	42211*#	XXXX XXXX XXXX 327	PNC BANK	WAGNER CHARGES 2/20/17-3/19/17	850	265	524.34
			XXXX XXXX XXXX 327		WAGNER CHARGES 2/20/17-3/19/17	800	412	10.00
				CHECK MIF 42211 TOTAL FOR FU				534.34
04/06/2017	MIF	42214	NORTHFIELD ESTATES	WASHTENAW COUNTY TREASURER	NF ESTATES MONTHLY LICENSE FEES MA	214	000	1,197.50
				Total for fund 101 GENERAL FUND				72,383.63

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Fund: 207 LAW ENFORCEMENT FUND								
03/16/2017	MIF	42122*#	1647483	ARBOR SPRINGS WATER CO INC	PD 8 - 5 GAL ARTESIAN WATER & RENT	727	301	66.00
03/16/2017	MIF	42125*#	007011521-0001	BLUE CROSS BLUE SHIELD OF MI	PREMIUMS FOR APRIL 2017	716	226	1,741.23
03/16/2017	MIF	42126*#	007011521-0002	BLUE CROSS BLUE SHIELD OF MI	PREMIUMS FOR APRIL 2017	716	226	5,147.61
03/16/2017	MIF	42128	440268	BRIGHTON FORD INC	2013 EXPLORER OIL CHANGE	930	333	56.84
03/16/2017	MIF	42134*#	1090269	DES MOINES STAMP MFG CO	PUREMARK STAMP FOR PD	727	301	35.80
03/16/2017	MIF	42149	003	LAWNET	LAWNET CONTRIBUTION 1/1/17-12/31/1	818	301	3,000.00
03/16/2017	MIF	42151	791-68051	MICHIGAN DEPT OF AGRICULTURE	WLW17-87 CALIBRATION			** VOIDED **
03/16/2017	MIF	42153	551-481768	MICHIGAN STATE POLICE	SEX OFFENDER REGISTRATION - CHILCO	214	000	30.00
03/16/2017	MIF	42157*#	7900 0440 8028 91	NEOFUNDS BY NEOPOST	POSTAGE 2/16/17-3/13/17	851	301	5.00
03/16/2017	MIF	42172*#	325190908	U.S. BANK EQUIPMENT FINANCE	COPIER LEASES - OFFICE, PD, WWTP &	940	301	204.20
03/16/2017	MIF	42176*#	29797	WASHTENAW COUNTY TREASURER	PD DISPATCH SERVICES MARCH 2017	820	301	5,278.91
03/22/2017	MIF	42184*#	FEB 2017	PAUL E BURNS	LEGAL FEES FOR FEB 2017	803	270	3,300.00
03/22/2017	MIF	42185*#	00 751981 0001	STANDARD INSURANCE CO.	PREMIUMS FOR APRIL 2017	717	226	652.37
03/22/2017	MIF	42188*	9781520542	VERIZON WIRELESS MESSAGING S	PD SERVICE 2/5/17-3/4/17	850	301	186.55
03/28/2017	MIF	355(E)*#		PAYROLL	LAW ENFORCEMENT SUPERVISORS WAGES	701	226	7,787.11
					LAW ENFORCEMENT FULL-TIME WAGES	702	226	15,558.00
					LAW ENFORCEMENT CLERICAL WAGES	704	226	2,590.98
					LAW ENFORCEMENT PART-TIME WAGES	708	226	1,644.88
					LAW ENFORCEMENT OVER-TIME WAGES	711	226	3,377.47
					LAW ENFORCEMENT FICA	715	226	2,352.33
					LAW ENFORCEMENT PENSION	718	226	2,503.76
					PAYROLL FEE	727	301	20.86
				CHECK MIF 355(E) TOTAL FOR F				35,835.39

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Fund: 207 LAW ENFORCEMENT FUND								
04/06/2017	MIF	42204*#	917296	APPLIED IMAGING	OFFICE & PD 3/22/17-4/21/17 COPIER	727	301	46.32
04/06/2017	MIF	42209	XXXX XXXX XXXX 367	HOME DEPOT CREDIT SERVICES	CHARGES 2/22/17	727	301	8.97
04/06/2017	MIF	42211*#	XXXX XXXX XXXX 327	PNC BANK	WAGNER CHARGES 2/20/17-3/19/17	727	301	297.98
04/06/2017	MIF	42215	5003804554	WELLS FARGO FINANCIAL LEASIN	PD PRINTERS LEASE 3/8/17-4/7/17	727	301	87.50
			5003804554		PD PRINTERS LEASE 3/8/17-4/7/17	930	301	96.66
				CHECK MIF 42215 TOTAL FOR FU				184.16
04/06/2017	MIF	42216	49160631	WEX BANK	PD FUEL CHARGES MARCH 2017	860	333	1,338.23
					Total for fund 207 LAW ENFORCEMENT FUND			57,415.56

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Fund: 216 MEDICAL RESCUE FUND								
03/16/2017	MIF	42118*#	3190	AJ'S MAINTENANCE AND SERVICE	SALT APPLICATION 2/15/17	816	265	20.00
03/16/2017	MIF	42122*#	1647482	ARBOR SPRINGS WATER CO INC	FD 1 - 5 GAL ARTESIAN WATER	727	301	6.50
03/16/2017	MIF	42125*#	007011521-0001	BLUE CROSS BLUE SHIELD OF MI	PREMIUMS FOR APRIL 2017	716	226	1,638.19
03/16/2017	MIF	42133	78928914	DELL FINANCIAL SERVICES	LEASE 3/26/17-4/25/17	972	301	318.63
03/16/2017	MIF	42135	P-383629	DON'S BODY SHOP	2004 FREIGHTLINER - WINCHING	930	333	120.00
03/16/2017	MIF	42137	8501	EMERGENCY VEHICLES PLUS	ENGINE 81 SERVICE - PUMP SHIFT NOT	930	333	1,209.85
			8502		ENGINE 81 REPAIRS - WATER LEAK	930	333	1,034.82
			8506		ENGINE 81 REPAIR - ON-BOARD CHARGE	930	333	1,733.47
				CHECK MIF 42137 TOTAL FOR FU				3,978.14
03/16/2017	MIF	42138	INV05408	EMERGENT HEALTH PARTNERS	FIRE DISPATCHING SERVICES MARCH 20	820	301	1,002.17
03/16/2017	MIF	42139	16052	FIRE SUPPRESSION PRODUCTS, I	55 GAL FIRE CAP PLUS FIRE SUPPRESS	860	333	1,375.00
03/16/2017	MIF	42158	711364262	OCCUPATIONAL HEALTH CENTERS	FIRE FIGHTER PHYSICAL - COOLEY	730	226	178.50
03/16/2017	MIF	42168#	FEB 14 2017	SUPREME DETAILING & ACCESSOR	INSTALL EMERGENCY EQUIPMENT ON NEW	930	333	1,994.90
			FEB 14 2017		INSTALL EMERGENCY EQUIPMENT ON NEW	974	900	2,500.00
				CHECK MIF 42168 TOTAL FOR FU				4,494.90
03/16/2017	MIF	42170	15633	THE ACCUMED GROUP	BILLING SERVICE FEE - FIRE 2/1/17-	818	301	589.95
03/16/2017	MIF	42173	17-016	WASHTENAW AREA MUTUAL AID	ANNUAL DUES FOR WAMAA 2017	807	301	1,000.00
03/22/2017	MIF	42179	8245 12 485 008064	CHARTER COMMUNICATIONS	STATION2 PHONES & INTERNET 3/23/17	850	301	69.98
03/22/2017	MIF	42185*#	00 751981 0001	STANDARD INSURANCE CO.	PREMIUMS FOR APRIL 2017	717	226	70.41
03/22/2017	MIF	42186	6035 5178 2024 35	STAPLES CREDIT PLAN	CHARGES 2/22/17	727	301	64.95
03/22/2017	MIF	42188*	9781661778	VERIZON WIRELESS MESSAGING S	FD SERVICE 2/8/17-3/7/17	850	301	168.58
03/22/2017	MIF	42190	49016536	WEX BANK	FD FUEL CHARGES FEB 2017	860	333	585.17
03/28/2017	MIF	355(E)*#		PAYROLL	FIRE - CHIEF WAGES	701	226	3,281.15
					FIRE - PART-TIME WAGES	702	226	5,077.50
					ADMINISTRATIVE ASSISTANT	705	226	77.66

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Fund: 216 MEDICAL RESCUE FUND								
					SALARIES-PART TIME	708	226	1,874.95
					SOCIAL SECURITY	715	226	831.98
					PENSION	718	226	328.10
					TRAINING WAGES	958	226	672.00
					PAYROLL FEE	727	301	31.09
				CHECK MIF 355(E) TOTAL FOR F				12,174.43
03/29/2017	MIF	42194*#	3147 035 0001 2	DTE ENERGY	2727 E NORTH TERRITORIAL RD. 2/20/	920	301	64.28
04/06/2017	MIF	42211*#	XXXX XXXX XXXX 327	PNC BANK	WAGNER CHARGES 2/20/17-3/19/17	957	226	221.16
			XXXX XXXX XXXX 327		WAGNER CHARGES 2/20/17-3/19/17	957	226	(100.00)
			XXXX XXXX XXXX 327		WAGNER CHARGES 2/20/17-3/19/17	727	301	159.64
			XXXX XXXX XXXX 327		WAGNER CHARGES 2/20/17-3/19/17	930	333	87.32
				CHECK MIF 42211 TOTAL FOR FU				368.12
				Total for fund 216 MEDICAL RESCUE FUND				28,287.90

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Fund: 230 DONATION FUND								
03/16/2017	MIF	42178	13-16927-13007	WASTE MANAGEMENT OF MI	DOG PARK WASTE REMOVAL 3/1/17-3/31	905	301	24.62
Total for fund 230 DONATION FUND								24.62

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Fund: 287 BUILDING DEPARTMENT FUND								
03/16/2017	MIF	42146	REFUND	K & J ELECTRIC, INC.	PE170017 PERMIT CANCELLED - OWNER	488	000	115.00
03/16/2017	MIF	42161	0000003321	PITTSFIELD TOWNSHIP	BLDG INSPECTIONS JANUARY 2017	725	261	910.00
04/06/2017	MIF	42207*#	8245 12 485 008374	CHARTER COMMUNICATIONS	BLDG DEPT & PSB PHONES & INTERNET	850	301	39.99
04/06/2017	MIF	42210	REFUND	IDC HEATING & COOLING	REFUND OF OVERPAYMENT PH170028	488	000	50.00
04/06/2017	MIF	42212	REFUND	RANDAZZO MECHANICAL	REFUND ON OVERPAYMENT PH170019	488	000	50.00
Total for fund 287 BUILDING DEPARTMENT FUND								1,164.99

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Fund: 370 PUBLIC SAFETY BLDG DEBT FD								
03/16/2017	MIF	42118*#	3190	AJ'S MAINTENANCE AND SERVICE	SALT APPLICATION 2/15/17	816	301	193.33
03/16/2017	MIF	42120	2325	ALISON MECHANICAL	REPAIRS TO 2 HVAC UNITS	930	301	1,498.88
03/16/2017	MIF	42121	20422	ALLIANCE WINDOW CLEANING	PSB ENTRANCEWAY 2/23/17	930	301	10.00
			20531		PSB ENTRANCEWAY 3/9/17	930	301	10.00
				CHECK MIF 42121 TOTAL FOR FU				
								20.00
03/16/2017	MIF	42130	76259458	CONSTELLATION ENERGY SERVICE	PSB ELECTRIC SUPPLY 1/25/17-2/22/1	920	301	1,547.18
03/16/2017	MIF	42166	BLR400327	STATE OF MICHIGAN	PSB BOILER INSPECTIONS	930	301	250.00
03/16/2017	MIF	42171	6035 3012 0297 48	TRACTOR SUPPLY CREDIT PLAN	CHARGES 2/4/17	930	301	4.99
03/29/2017	MIF	42191	8245 12 485 004952	CHARTER COMMUNICATIONS	PSB INTERNET & 1 PHONE LINE 4/1/17	850	301	159.97
03/29/2017	MIF	42192*#	1000 0012 0517	CONSUMERS ENERGY	8350 MAIN ST. 2/22/17-3/21/17	920	301	1,740.27
03/29/2017	MIF	42194*#	4693 635 0002 3	DTE ENERGY	8350 MAIN ST 1/23/17-3/23/17	920	301	896.56
03/29/2017	MIF	42201*#	OBLIGOR 34637817	PNC BANK, N.A.	COMMERCIAL LOAN PAYMENT - NORTHFIE	942	905	185,283.00
			OBLIGOR 34637817		COMMERCIAL LOAN PAYMENT - NORTHFIE	943	905	30,013.50
			OBLIGOR 34637817		COMMERCIAL LOAN PAYMENT - NORTHFIE	945	905	230,000.00
			OBLIGOR 34637817		COMMERCIAL LOAN PAYMENT - NORTHFIE	987	905	16,690.91
			OBLIGOR 34637817		COMMERCIAL LOAN PAYMENT - NORTHFIE	992	905	2,703.72
			OBLIGOR 34637817		COMMERCIAL LOAN PAYMENT - NORTHFIE	994	905	17,566.25
				CHECK MIF 42201 TOTAL FOR FU				
								482,257.38
04/06/2017	MIF	42205	734449030603	AT&T	ELEVATOR PHONE 2/26/17-3/25/17	850	301	66.36
04/06/2017	MIF	42207*#	8245 12 485 008377	CHARTER COMMUNICATIONS	PSB & OFFICE PHONES 4/7/17-5/6/17	850	301	89.97
			8245 12 485 008374		BLDG DEPT & PSB PHONES & INTERNET	850	301	224.94
				CHECK MIF 42207 TOTAL FOR FU				
								314.91
Total for fund 370 PUBLIC SAFETY BLDG DEBT FD								488,949.83

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Fund: 571 WASTEWATER TREATMENT FUND								
03/16/2017	MIF	42119	SLS 10056456	ALEXANDER CHEMICAL CORP	FERRIC CHLORIDE	740	301	5,168.93
			SCL 10015866		DEPOSIT REFUNDS	740	301	(900.00)
				CHECK MIF 42119 TOTAL FOR FU				4,268.93
03/16/2017	MIF	42124	0255042-IN	BEAVER RESEARCH CO	BOLT BUSTER-RELEASING AGENT	930	301	152.44
03/16/2017	MIF	42125*#	007011521-0001	BLUE CROSS BLUE SHIELD OF MI	PREMIUMS FOR APRIL 2017	716	226	1,254.81
03/16/2017	MIF	42126*#	007011521-0002	BLUE CROSS BLUE SHIELD OF MI	PREMIUMS FOR APRIL 2017	716	226	4,846.20
03/16/2017	MIF	42127	0217-96912	BRIGHTON ANALYTICAL LLC	SELENIUM	817	301	15.00
			0317-97072		SELENIUM	817	301	15.00
				CHECK MIF 42127 TOTAL FOR FU				30.00
03/16/2017	MIF	42140	W75818	JACK DOHENY SUPPLIES, INC.	REPAIR TO ARIES CAMERA	819	301	518.38
03/16/2017	MIF	42147	575564	KENNEDY INDUSTRIES INC	FLYGT, WEAR RING, BRASS	819	301	532.33
03/16/2017	MIF	42160	125	PB PLUMBING	CERTIFIED 5 BACKFLOW DEVICES	930	301	625.00
03/16/2017	MIF	42162	514130	POWER VAC OF MICHIGAN, INC	VACTOR TRUCK, FLEX HOSE AND FUEL S	930	301	2,135.00
03/16/2017	MIF	42164	13393	RED WING SHOE STORE	WORK BOOTS	741	301	195.49
03/16/2017	MIF	42165	618894510-180	SPRINT/NEXTEL COMMUNICATIONS	WWTP SERVICE 1/24/17-2/23/17	850	301	40.03
03/16/2017	MIF	42167	761-8152869	STATE OF MICHIGAN	BIOSOLIDS LAND APPLICATION FEE & D	930	301	1,384.20
03/16/2017	MIF	42172*#	325190908	U.S. BANK EQUIPMENT FINANCE	COPIER LEASES - OFFICE, PD, WWTP &	940	301	155.40
03/22/2017	MIF	42181	32879	LYON MECHANICAL, INC.	WWTP TESTING ON 3 BOILERS	930	301	427.33
03/22/2017	MIF	42185*#	00 751981 0001	STANDARD INSURANCE CO.	PREMIUMS FOR APRIL 2017	717	226	251.77
03/22/2017	MIF	42187	20-128868	SYNAGRO CENTRAL, LLC	WWTP PUMP/TRANSP/APP OF LIQ MATERI	819	301	13,203.54
03/28/2017	MIF	355(E)*#		PAYROLL	SEWER SUPERINTENDENT WAGES	701	226	2,519.23
					SEWER FULL-TIME WAGES	702	226	7,676.71
					SEWER FICA	715	226	775.91
					SEWER - PENSION	718	226	977.56
					PAYROLL FEE	727	301	8.26
					COMMUNICATION	850	301	140.00

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Fund: 571 WASTEWATER TREATMENT FUND								
CHECK MIF 355(E) TOTAL FOR F								12,097.67
03/29/2017	MIF	42192*#	1000 0950 4497	CONSUMERS ENERGY	427 E NORTH TERRITORIAL 2/22/17-3/	920	301	15.92
			1000 6159 0814		11615 E SHORE DR. 2/22/17-3/22/17	920	301	22.44
			1000 1171 6543		11500 LEMEN RD. #B	920	301	295.84
			1000 1171 7061		11500 LEMEN RD #C 2/23/17-3/23/17	920	301	71.14
			1000 0950 4588		7647 EDMUND ST. 2/24/17-3/23/17	920	301	22.76
			1000 0950 4356		601 RAYMOND DR #GEN 2/24/17-3/23/1	920	301	26.66
			1000 0950 4273		8076 WHITMORE LAKE RD. 2/23/17-3/2	920	301	22.76
			1000 0012 4642		11500 LEMEN RD #A 2/23/17-3/23/17	920	301	1,262.41
CHECK MIF 42192 TOTAL FOR FU								1,739.93
03/29/2017	MIF	42194*#	2689 463 0014 5	DTE ENERGY	925 8 MILE RD. 2/22/17-3/22/17	920	301	444.21
			2689 463 0011 1		11615 E SHORE DR 2/21/17-3/21/17	920	301	89.62
			3146 792 0001 9		10597 9 MILE RD. 2/21/17-3/21/17	920	301	15.96
			2689 056 0001 4		11502 LEMEN RD. 2/22/17-3/22/17	920	301	14.44
			2689 463 0001 2		7647 EDMUND ST. 2/22/17-3/22/17	920	301	37.36
			2689 463 0003 8		10201 ELMCREST RD. 2/22/17-3/22/17	920	301	22.94
			2689 463 0004 6		8076 MAIN ST. 2/22/17-3/22/17	920	301	60.45
			2689 463 0006 1		601 RAYMOND 2/22/17-3/22/17	920	301	30.05
			2689 463 0007 9		11380 N SHORE DR. 2/22/17-3/22/17	920	301	30.61
			2689 463 0010 3		11591 N SHORE DR. 2/22/17-3/22/17	920	301	22.79
			2689 463 0016 0		7941 TURNBERRY DR. 2/22/17-3/22/17	920	301	32.41
			2689 463 0012 9		11800 N MAIN ST. 2/22/17-3/22/17	920	301	38.99
			2689 562 0003 7		6457 LAKEPOINTE DR. 2/22/17-3/22/1	920	301	14.28
			2689 055 0001 6		10201 ELMCREST RD. 2/20/17-3/20/17	920	301	17.24
			2689 463 0015 2		9081 LAKE PINE DR. 2/20/17-3/20/17	920	301	24.14
			2689 463 0017 8		9225 LAKE PINE DR. 2/20/17-3/20/1	920	301	166.02
			2689 562 0001 1		427 E NORTH TERRITORIAL RD. 2/18/1	920	301	69.59
CHECK MIF 42194 TOTAL FOR FU								1,131.10
03/29/2017	MIF	42197*#	0000-3319-1	DTE ENERGY	EC-PRIMAY RATE SUPPLY 2/17/17-3/19	920	301	1,363.24
03/29/2017	MIF	42200*#	XXXX XXXX XXXX 071	PNC BANK	HARDESTY CHARGES 3/8/17-3/17/17			** VOIDED **
			XXXX XXXX XXXX 071		HARDESTY CHARGES 3/8/17-3/17/17			** VOIDED **
			XXXX XXXX XXXX 071		HARDESTY CHARGES 3/8/17-3/17/17			** VOIDED **
			XXXX XXXX XXXX 071		HARDESTY CHARGES 3/8/17-3/17/17			** VOIDED **

04/06/2017 01:31 PM
User: JEN
DB: Northfield

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP
CHECK DATE FROM 03/14/2017 - 04/06/2017
Banks: MIF

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 571 WASTEWATER TREATMENT FUND								
04/03/2017	MIF	42203#	XXXX XXXX XXXX 071	PNC BANK	HARDESTY CHARGES 3/8/17-3/17/17	957	226	50.00
			XXXX XXXX XXXX 071		HARDESTY CHARGES 3/8/17-3/17/17	900	301	15.00
			XXXX XXXX XXXX 071		HARDESTY CHARGES 3/8/17-3/17/17	930	301	423.96
			XXXX XXXX XXXX 071		HARDESTY CHARGES 3/8/17-3/17/17	860	333	692.00
			CHECK MIF 42203 TOTAL FOR FU					1,180.96
04/06/2017	MIF	42204*#	917957	APPLIED IMAGING	WWTP & COM CTR 3/22/17-4/21/17 COP 727		301	13.25
04/06/2017	MIF	42207*#	8245 12 484 007754	CHARTER COMMUNICATIONS	WWTP PHONES & INTERNET 4/6/17-5/5/ 850		301	264.93
04/06/2017	MIF	42213*#	FUND 3350 WASHNFLD	WASHTENAW COUNTY TREASURER	SANITARY SEWER & WW TREATMENT IMPR 305		000	244,000.00
			FUND 3350 WASHNFLD		SANITARY SEWER & WW TREATMENT IMPR 954		528	99.12
			FUND 3350 WASHNFLD		SANITARY SEWER & WW TREATMENT IMPR 995		528	5,185.00
			CHECK MIF 42213 TOTAL FOR FU					249,284.12
			Total for fund 571 WASTEWATER TREATMENT FUND					297,096.05

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CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

CHECK DATE FROM 03/14/2017 - 04/06/2017

Banks: MIF

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 815 DIST # 5 SEVEN MILE SEWER								
03/29/2017	MIF	42201*#	OBLIGOR 34637817	PNC BANK, N.A.	COMMERCIAL LOAN PAYMENT - NORTHFIE	306	000	39,703.50
			OBLIGOR 34637817		COMMERCIAL LOAN PAYMENT - NORTHFIE	995	905	3,576.62
				CHECK MIF 42201 TOTAL FOR FU				<u>43,280.12</u>
					Total for fund 815 DIST # 5 SEVEN MILE SEWER			43,280.12

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DB: Northfield

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

CHECK DATE FROM 03/14/2017 - 04/06/2017

Banks: MIF

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 825 WHITMORE LAKE SEWER DISTRICT								
03/16/2017	MIF	42169	51156167	TETRA TECH INC	WLSAD DESIGN ENGINEERING THRU 2/24 136		000	1,075.00
Total for fund 825 WHITMORE LAKE SEWER DISTRIC								1,075.00

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User: JEN

DB: Northfield

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

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CHECK DATE FROM 03/14/2017 - 04/06/2017

Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 890 N.T. SEWER DISTRICT								
04/06/2017	MIF	42213*#	FUND 3350 WASHNFLD	WASHTENAW COUNTY TREASURER	SANITARY SEWER & WW TREATMENT IMPR 314		000	156,000.00
			FUND 3350 WASHNFLD		SANITARY SEWER & WW TREATMENT IMPR 954		905	63.38
			FUND 3350 WASHNFLD		SANITARY SEWER & WW TREATMENT IMPR 998		905	3,315.00
			CHECK MIF 42213 TOTAL FOR FU					159,378.38
			Total for fund 890 N.T. SEWER DISTRICT					159,378.38
			TOTAL - ALL FUNDS					1,149,056.08

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

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



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

Northfield Township Public Safety

8350 Main Street, Whitmore Lake, MI 48189

Fire: 734-449-2385 • Fax: 734-449-2521

Police: 734-449-9911 • Fax: 734-449-0511

www.twp.northfield.mi.us



Timothy Greene
Lieutenant
Police Operations

March 2017

Northfield Township Fire Department

Statistical Report

Responses March 2017:	71
Responses March 2016:	49

Fire Calls: 12	
Structure Fires	7
Vehicle Fire	0
Fire Alarms	3
Outside fire	2
Smoke investigation	0

Emergency Medical Calls: 32	
Chest Pain	12
Difficulty Breathing	0
Unconscious/Cardiac Arrest	6
Diabetic/ Seizure	3
Trauma	3
CVA	5
Abdominal pain	0
Other	3

Motor Vehicle Accidents: 9	
Injury Crashes	6
Unknown	3
Pin In	0

Public Service calls: 15

Electrical issues	10
Fuel Spill	1
Carbon Monoxide Alarm	3
Trees down	0
Water rescue	1
Gas leak	0
Other	0

Mutual Aid Given 9

Dexter	Structure fire (4)	4
Dexter	Medical	1
Ann Arbor Twp	Fire	1
Salem	Structure Fire	1
Salem	MVA	1
Green Oak	Structure Fire	1

Mutual Aid Received: 1

Green Oak	Car vs. Garage fatal (medical)	1
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Responses in hamlet area: 28

Responses in rural area: 25

Responses on Highway 9

Responses outside the township: 9

Average response time for the month: 5:42


William Wagner



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

Northfield Township Public Safety

8350 Main Street, Whitmore Lake, MI 48189

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Timothy Greene
Lieutenant
Police Operations

April 2017 Director of Public Safety Board Communication

1. **Fire department activity for March 2017:** March was a very busy month for the fire department. With the wind storm and related calls we were extremely busy for that 4-5 day period. The only real significant call in Northfield Township was at the height of the wind storm that day somebody decided to try wind surfing on Whitmore Lake in 40-50 MPH winds. We received several calls of a surfer in distress in the middle of the lake. We launched our boat and made contact with the surfer who refused assistance from the rescuers. He could only go 10-20 feet at a time before crashing. We monitored him until he made it to a safe area. We assisted 3 other departments with structure fires. Dexter had 4 house fires (one fire twice) in Webster Township. Salem requested assistance on a structure fire while we were assisting them with a crash. Green Oak Fire requested our assistance on a Structure Fire off of Whitmore Lake and Spicer. Green Oak Fire assisted us on a medical emergency resulting in a car vs garage that resulted in a death.
2. **Fire Department training for March:** Training activity for March consisted of Self-contained breathing apparatus practice. Fire Fighter safety and survival scenarios. We also sent 1 fire fighter and 1 police officer to a 2 week arson investigation class.
3. **Fire Inspector:** Fire Inspections have started. We will be looking at a new fire inspection ordinance in the future to assist the inspector in performing his duties.
4. **Road closures and projects:** Road construction and closures are really starting to ramp up. With the unexpected Six Mile culvert project and weight limitation we are really challenged reaching a few areas east of Horseshoe Lake and now with the Five Mile service road closure the 500-1500 block of E. Five Mile detour is definitely increasing response times to those areas. The SB ramp to Eight Mile is now closed for construction of the round a bout at that intersection. Nightly single lane closures continue on 23 for various construction projects.
5. **Darlene Curtis House.** Right now the plan is to burn the Darlene Curtis house on the morning of May 7th. We will probably start burn scenarios around 9am and let the house burn out of control around 11:30. We will probably have to close to road for a few short periods of time for safety purposes. I have received 1 concern/complaint resident across the street questioning if we can legally burn the structure. We will leave the property fenced off when we are complete. We should have the remains demolished within a week or so.

"We practice "CPR" daily - Courtesy Professionalism Respect"

6. **Fire Department Tanker:** I have finally completed the Tanker specification for the new fire truck. Initial bids are coming in between \$450,000- \$500,000. I should be able to cover anything over the original discussions of \$450,000 with sale of the apparatus we are replacing. I expect to go out to bid this month for that truck.
7. **Turnout Gear grant:** We are now receiving the gear in for our regional grant. You will start to see a couple of very large expenditures coming through. Please remember the great majority of these expenditures will be offset with grant money. Northfield Township Fire Department's out of pocket cost will be about \$5,000 for this \$300,000+ grant. This was budgeted for.

NORTHFIELD TOWNSHIP POLICE DEPARTMENT

MONTHLY OPERATIONS REPORT



MARCH 2017

MARCH 2017 MONTHLY REPORT

Calls For Service	480
Arrests	20
Mutual Aid Assistance To Other Departments Inside the Township	9
Mutual Aid Assistance To Other Departments Outside the Township	7
Average Response Time	5.9

NOTES & FACTS FROM THE DEPARTMENT

- **DATA:** 55 % of total complaints answered were in the hamlet area and 45 % were handled throughout the rest of the Township.
- **TRAINING:**
 - FORMAL Ofc. D. Powell – REID Technique of Investigative Interviewing & Advanced Interrogation
 - Ofc. J. Roberts – The Scientific Method for Fire and Explosion Investigations
 - Fire Investigation Scene Safety
 - Understanding Fire Through the Candle Experiments
 - Motor Vehicle Fire

IN-SERVICE Heartsaver First Aid

• EVENTS OF SIGNIFICANCE

PRIVATE PROPERTY CRASH

On March 23, officers were dispatched to the 9000 block of Main Street for a garage fire and CPR in progress on a male. The driver, appeared to be having a medical issue, accelerated into his garage striking a parked car, boat and trailer. The driver's foot was on the accelerator causing the front tire to spin and smoke. A tow truck driver from Don's Body Shop was passing by and observed the smoke, he then had his dispatcher contact 911. Director Wagner was first on scene along with Green Oak Fire personnel. The driver was pulled from the vehicle and CPR was performed. He was transported to the Hospital by Livingston County Ambulance.

BREAKING & ENTERING

On March 25, a business on Barker Rd was broken into sometime during the night. Several pieces of merchandise were taken from the store. The case is under investigation at this time.

TRAFFIC CRASH / VIOLATIONS

On March 20, officers responded to a crash at Six Mile & Whitmore Lake Rd. Officers learned that neither driver had insurance on their vehicle and one driver also had a suspended license and an outstanding warrant. Both vehicles were towed and charges were submitted respectively.

MALICIOUS DAMAGE TO PROPERTY

On March 9, a business on Brookside reported a MDOP to business property. An unknown subject(s) caused damaged to equipment on the property in attempt to gain access to cash. Officers are investigating the incident at this time.

MALICIOUS DAMAGE TO PROPERTY

On March 8, officers responded to a MDOP on East Shore Dr. At approximately 2:30am, a resident heard a loud noise outside and saw a vehicle leaving their driveway. They found that someone had broken the front and rear windows of their daughter's vehicle. The daughter had been having issues with a friend and some threats of damage had been made. Officers spoke with the daughter's friend, who eventually admitted to having caused the damage to the vehicle. She was remorseful for her actions and promised to pay for repairs to the vehicle. The owner agreed to waive prosecution if the vehicle was repaired.

DRIVING ON SUSPENDED LICENSE / POSSESSION OF MARIJUANA

On March 6, officers initiated a traffic stop for a moving violation on Barker Rd near Opal Ln. Upon making contact with the driver, the officer learned that he did not have a valid license. The driver was removed from the vehicle and placed in handcuffs. The officer advised the driver that he could smell marijuana in the vehicle and asked where the drugs were. The driver advised that his friend (the passenger) had placed some marijuana in the glove box. The passenger was then removed from the vehicle, along with the marijuana, and was placed under arrest for a drug charge. The driver was issued a citation for driving without a valid license and released from the scene, with the third (licensed) passenger driving.

- Officers made seven arrests in March for DWLS (Driving While License Suspended).
- Officers responded to sixteen crashes in March.
- Officers issued sixty-three citations in March, twenty-four of which were issued on US23 in or near the construction zone.

CLEAR-1018 Verified Offense By Date
Agency: NR
3/1/2017 12:00:00 AM - 3/31/2017 12:00:00 AM

Offense Code	Description	Incident Count
1303	Agg/Fel Assault - Family - Strong Arm-Domestic	1
1313	Assault/ Battery/Simple (Incl Domestic and Police Officer	3
1380	Telephone Used for Harassment, Threats	1
2203	B&E - Burglary - Forced Entry - Non-Residence	1
2304	Larceny - Parts & Accessories from Vehicle - LFA	1
2309	Larceny - From Yards (Grounds Surrounding a Building)	1
2609	Identity Theft	2
2901	Damage to Property - Business Property - MDOP	1
2902	Damage to Property - Private Property - MDOP	1
3562	Marijuana -Possess	1
5311	Disorderly Conduct	1
8011	Accident - Fail to Stop and Identify	1
C1235	CLEMIS global - Test Offense 2	1
C2931	DWLS OPS License Suspended / Revoked	2
C2933	Vehicle Registration - Improper / Expired	8
C2934	Vehicle Insurance - None / Expired	6
C2935	DWLS 2nd OPS License Suspended / Revoked	6
C3010	Felony Arrest Warrant (Originating Agency)	1
C3020	Misdemeanor Arrest Warrant (Originating Agency)	1
C3040	Felony Arrest Warrant - Other Jurisdiction	2
C3050	Misdemeanor Arrest Warrant - Other Jurisdiction	5
C3101	Acc, Single Motor Vehicle	2
C3145	Property Damage Traffic Crash PDA	13
C3155	Personal Injury Traffic Crash PIA	1
C3170	Private Property Traffic Crash	1
C3199	All Other Traffic Crashes	1
C3205	Sudden Death - Natural	1
C3250	Mental Health Call	9
C3299	Welfare Check	9
C3310	Family Trouble	3
C3312	Neighborhood Trouble	1
C3316	Lost Property	1
C3324	Suspicious Circumstances	12
C3326	Suspicious Vehicles	2
C3328	Suspicious Persons	3
C3330	Assist Other Law Enforcement Agency	1
C3331	Assist Medical	9
C3332	Assist Fire Department	9
C3333	Assist Motorist	12
C3334	Assist Other Govt Agency	1
C3336	Assist Citizen	5
C3337	Assist Citizen - Vehicle Lockout	5
C3345	Accidental Property Damage	1
C3351	Civil - Landlord / Tenant	1
C3355	Civil Matter - Other	5

CLEAR-1018 Verified Offense By Date
Agency: NR
3/1/2017 12:00:00 AM - 3/31/2017 12:00:00 AM

Offense Code	Description	Incident Count
C3478	Miscellaneous ORV Complaints	1
C3702	Traffic Complaint / Road Hazard	26
C3704	Traffic Complaint / Abandoned Auto	2
C3706	Traffic Complaint / Vehicle Impound	4
C3707	Vehicle Release	5
C3804	Animal Complaint	5
C3999	Alarms All Other	3
C4041	Speeding Citation	26
C4043	Driving W/O Due Care Citation	1
C4047	Disobey Traffic Signal Citation	2
C4048	Improper Passing Citation	3
C4105	Equipment Citation	2
C4307	Drove W/Expired Ops	1
C4313	Veh Reg Impr/Expired Citation	1
C4314	Veh Ins None/Expired Citation	1
L3501	911 Hang Up - NR	2
L3503	Opened in Error - NR	2
L3504	PBT Station - NR	2
L3506	Shots Fired - NR	1
L3507	Fingerprints - NR	2
L3508	Ticket Sign Off - NR	3
L3510	Loud Music - NR	2
L3518	Vehicle Repossession - NR	1
L3526	False Alarm - NR	8
L3527	Weather Related False Alarm - NR	1
L3535	GUN Permit, Applications, CCW Permits - NR	38
L3542	BOL - NR	14
L3546	Trespass Notice Served - NR	1
L3551	Sex Offender Registration/Verification - NR	3
L3552	Traffic Stop - NR	94
L3568	Local Records Check - NR	4
L3569	Assist Other Police Agency - Inside Northfield - NR	9
L3570	Assist Other Police Agency - Outside Northfield - NR	7
L3571	Disorderly Person - NR	3
L3597	Non Terminal - NR	37
L4598	Information - NR	1
L4925	Commercial Vehicle Violations - NR	3
L6501	Property Check/Directed Patrol/Vac Watch - NR	4
Sum:		480

Report Time:
4/4/2017 1:27:39 PM

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

Agency: Northfield Township
Police Department
ORI: MI8196400

Classification	Mar/2017	Mar/2016	% Change
09001 MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	0	0	-
09002 NEGLIGENT HOMICIDE/MANSLAUGHTER (INVOLUNTARY)	0	0	-
09004 JUSTIFIABLE HOMICIDE	0	0	-
09005 DEATH INVOLVING USE OF FORCE BY LAW ENFORCEMENT	0	0	-
09006 IN-CUSTODY DEATH	0	0	-
10001 KIDNAPPING/ABDUCTION	0	0	-
10002 PARENTAL KIDNAPPING	0	0	-
11001 SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	0	0	-
11002 SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	0	0	-
11003 SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	0	0	-
11004 SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	0	0	-
11005 SEXUAL PENETRATION OBJECT -CSC 1ST DEGREE	0	0	-
11006 SEXUAL PENETRATION OBJECT -CSC 3RD DEGREE	0	0	-
11007 SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	0	0	-
11008 SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	0	0	-
12000 ROBBERY	0	0	-
13001 NONAGGRAVATED ASSAULT	3	2	50.0%
13002 AGGRAVATED/FELONIOUS ASSAULT	1	1	0%
13003 INTIMIDATION/STALKING	1	1	0%
20000 ARSON	0	0	-
21000 EXTORTION	0	0	-
22001 BURGLARY -FORCED ENTRY	2	0	-
22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	0	0	-
23001 LARCENY -POCKETPICKING	0	0	-
23002 LARCENY -PURSESNAATCHING	0	0	-
23003 LARCENY -THEFT FROM BUILDING	0	6	-100.0%
23004 LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	0	0	-
23005 LARCENY -THEFT FROM MOTOR VEHICLE	0	7	-100.0%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	1	1	0%
23007 LARCENY -OTHER	1	1	0%
24001 MOTOR VEHICLE THEFT	0	1	-100.0%
24002 MOTOR VEHICLE, AS STOLEN PROPERTY	0	0	-
24003 MOTOR VEHICLE FRAUD	0	0	-
25000 FORGERY/COUNTERFEITING	0	0	-
26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	0	0	-
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	0	2	-100.0%
26003 FRAUD -IMPERSONATION	0	0	-
26004 FRAUD -WELFARE FRAUD	0	0	-
26005 FRAUD -WIRE FRAUD	0	0	-
26007 FRAUD - IDENTITY THEFT	2	1	100.0%
26008 FRAUD - HACKING/COMPUTER INVASION	0	0	-
27000 EMBEZZLEMENT	0	0	-

Agency: Northfield Township Police Department
ORI: MI8196400

Oakland County CLEMIS
REPORT EXCLUDES UCR STATUS OF UNF

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

Agency: Northfield Township
Police Department
ORI: MI8196400

Classification	Mar/2017	Mar/2016	% Change
28000 STOLEN PROPERTY	0	0	-
29000 DAMAGE TO PROPERTY	2	8	-75.0%
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	2	2	0%
35002 NARCOTIC EQUIPMENT VIOLATIONS	1	0	-
36001 SEXUAL PENETRATION NONFORCIBLE -BLOOD/AFFINITY	0	0	-
36002 SEXUAL PENETRATION NONFORCIBLE -OTHER	0	0	-
37000 OBSCENITY	0	0	-
39001 GAMBLING- BETTING/WAGERING	0	0	-
39002 GAMBLING- OPERATING/PROMOTING/ASSISTING	0	0	-
39003 GAMBLING -EQUIPMENT VIOLATIONS	0	0	-
39004 GAMBLING -SPORTS TAMPERING	0	0	-
40001 COMMERCIALIZED SEX -PROSTITUTION	0	0	-
40002 COMMERCIALIZED SEX -ASSISTING/PROMOTING PROSTITUTION	0	0	-
40003 HUMAN TRAFFICKING - PURCHASING PROSTITUTION	0	0	-
51000 BRIBERY	0	0	-
52001 WEAPONS OFFENSE- CONCEALED	0	0	-
52002 WEAPONS OFFENSE -EXPLOSIVES	0	0	-
52003 WEAPONS OFFENSE -OTHER	0	0	-
64001 HUMAN TRAFFICKING - COMMERCIAL SEX ACTS	0	0	-
64002 HUMAN TRAFFICKING - INVOLUNTARY SERVITUDE	0	0	-
72000 ANIMAL CRUELTY	0	0	-
Total for Group A	16	33	-51.5%
01000 SOVEREIGNTY	0	0	-
02000 MILITARY	0	0	-
03000 IMMIGRATION	0	0	-
09003 NEGLIGENT HOMICIDE -VEHICLE/BOAT	0	0	-
14000 ABORTION	0	0	-
22003 BURGLARY - UNLAWFUL ENTRY (NO INTENT)	0	0	-
22004 POSSESSION OF BURGLARY TOOLS	0	0	-
26006 FRAUD -BAD CHECKS	0	1	-100.0%
36003 PEEPING TOM	0	0	-
36004 SEX OFFENSE -OTHER	0	0	-
38001 FAMILY -ABUSE/NEGLECT NONVIOLENT	0	0	-
38002 FAMILY -NONSUPPORT	0	0	-
38003 FAMILY -OTHER	0	0	-
41001 LIQUOR LICENSE -ESTABLISHMENT	0	0	-
41002 LIQUOR VIOLATIONS -OTHER	0	0	-
42000 DRUNKENNESS	0	0	-

Agency: Northfield Township Police Department
ORI: MI8196400

Oakland County CLEMIS
REPORT EXCLUDES UCR STATUS OF UNF

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

Agency: Northfield Township
Police Department
ORI: MI8196400

Classification	Mar/2017	Mar/2016	% Change
48000 OBSTRUCTING POLICE	1	0	-
49000 ESCAPE/FLIGHT	0	0	-
50000 OBSTRUCTING JUSTICE	1	0	-
53001 DISORDERLY CONDUCT	1	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	0	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	-
Total for Group B	4	1	300.0%
2800 JUVENILE OFFENSES AND COMPLAINTS	0	4	-100.0%
2900 TRAFFIC OFFENSES	23	11	109.1%
3000 WARRANTS	9	9	0%
3100 TRAFFIC CRASHES	20	14	42.9%
3200 SICK / INJURY COMPLAINT	19	5	280.0%
3300 MISCELLANEOUS COMPLAINTS	71	92	-22.8%
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	1	0	-
3500 NON-CRIMINAL COMPLAINTS	234	199	17.6%
3600 SNOWMOBILE COMPLAINTS / ACCIDENTS	0	0	-
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	37	16	131.3%
3800 ANIMAL COMPLAINTS	5	5	0%
3900 ALARMS	3	1	200.0%
Total for Group C	422	356	18.5%
2700 LOCAL ORDINANCES - GENERIC	0	0	-
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	32	49	-34.7%
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	2	2	0%
4200 PARKING CITATIONS	0	0	-
4300 LICENSE / TITLE / REGISTRATION CITATIONS	3	3	0%
4400 WATERCRAFT CITATIONS	0	0	-
4500 MISCELLANEOUS A THROUGH UUUU	1	2	-50.0%

Agency: Northfield Township Police Department
ORI: MI8196400

Oakland County CLEMIS
REPORT EXCLUDES UCR STATUS OF UNF

Report: CLEAR-008
Page 3 of 4

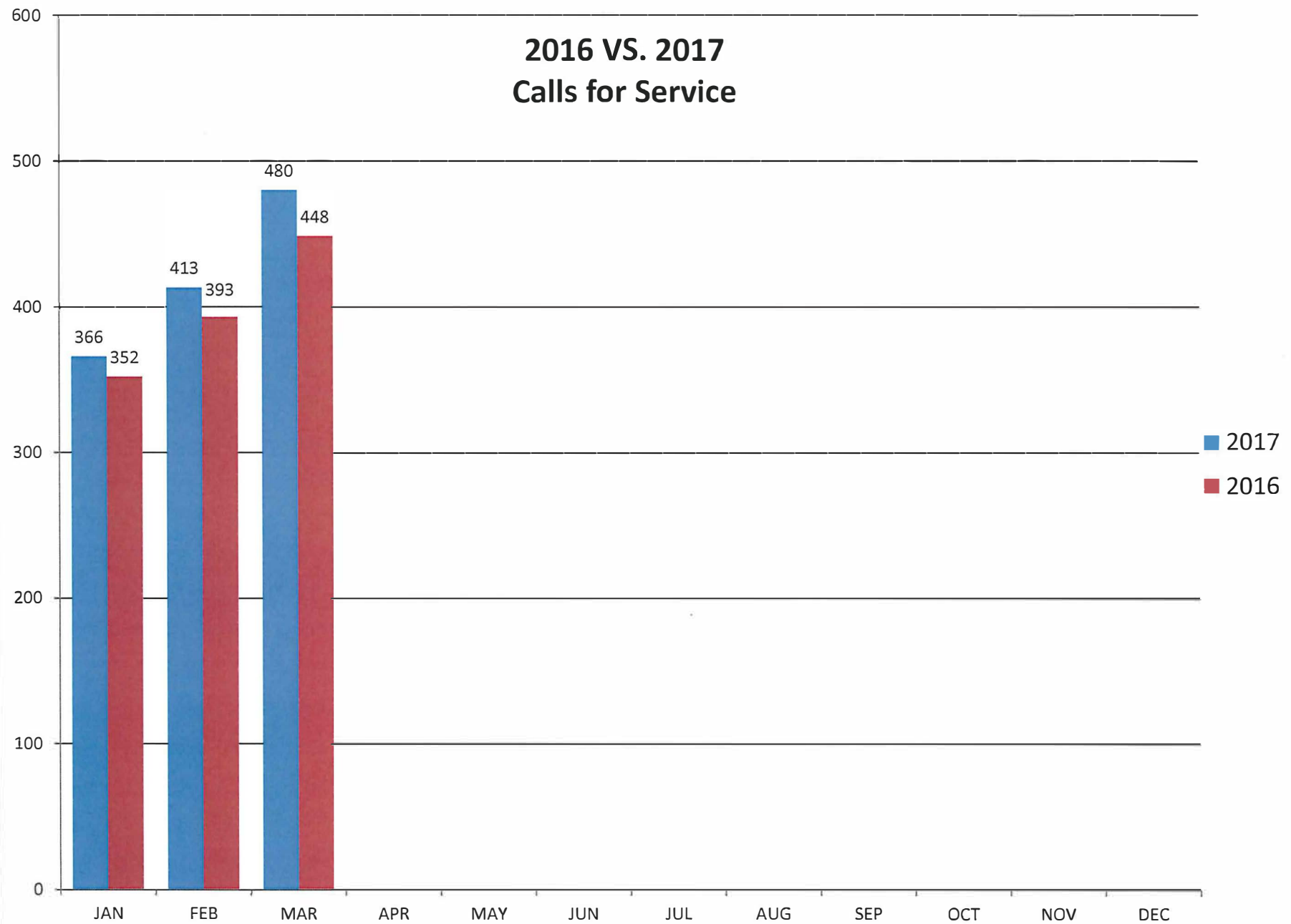
Report Time:
4/4/2017 1:27:39 PM

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

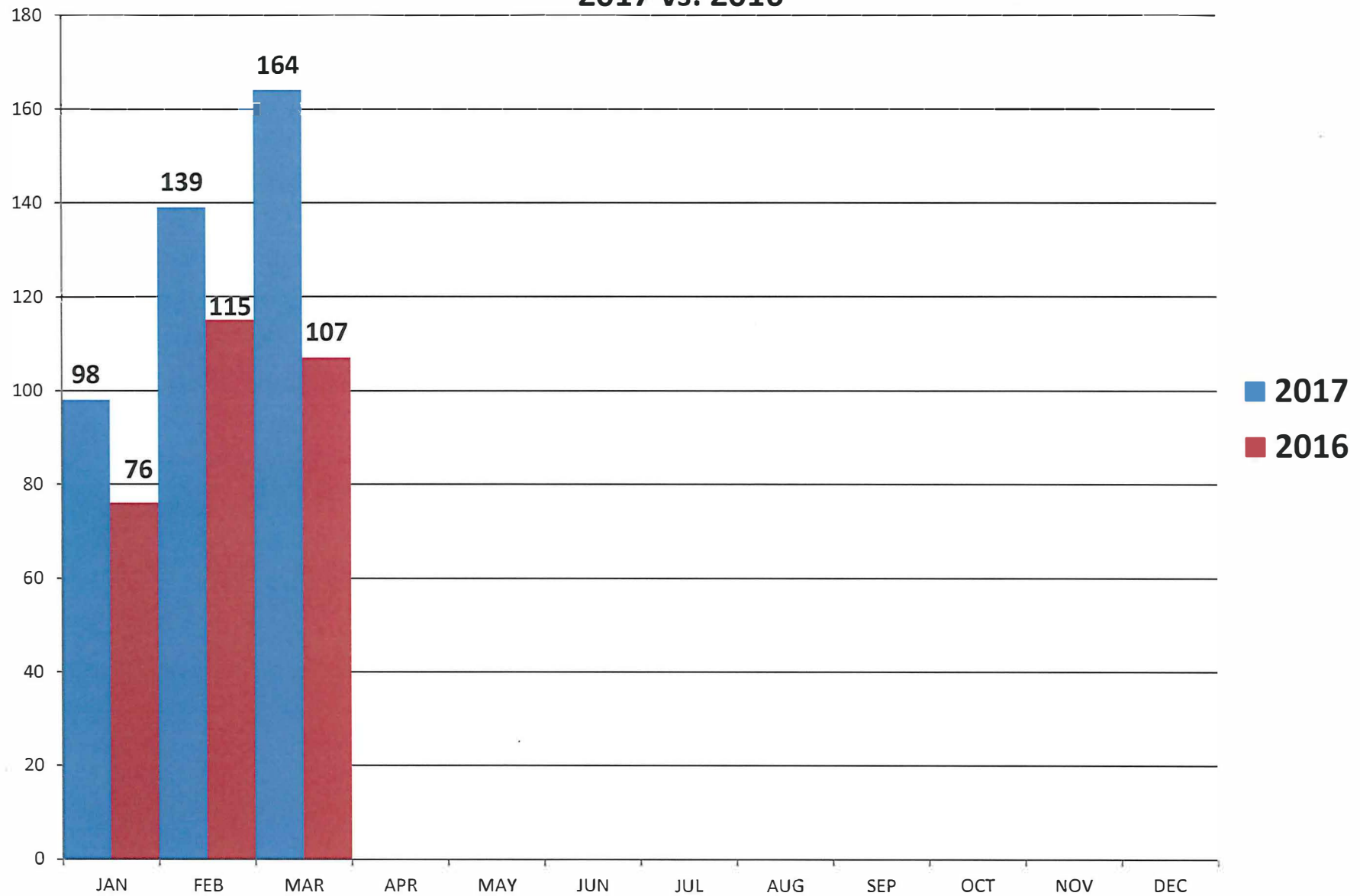
Agency: Northfield Township
Police Department
ORI: MI8196400

Classification	Mar/2017	Mar/2016	% Change
4600 LIQUOR CITATIONS / SUMMONS	0	0	-
4700 COMMERCIAL VEHICLE CITATIONS	0	0	-
4800 LOCAL ORDINANCE WARNINGS	0	0	-
4900 TRAFFIC WARNINGS	3	3	0%
Total for Group D	41	59	-30.5%
5000 FIRE CLASSIFICATIONS	0	0	-
5100 18A STATE CODE FIRE CLASSIFICATIONS	0	0	-
Total for Group E	0	0	-
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	4	1	300.0%
6600 COURT / WARRANT ACTIVITIES	0	0	-
6700 INVESTIGATIVE ACTIVITIES	0	0	-
Total for Group F	4	2	100.0%
Total for All Groups	487	451	8.0%

2016 VS. 2017 Calls for Service



NUMBER OF TRAFFIC VIOLATIONS BY MONTH 2017 vs. 2016



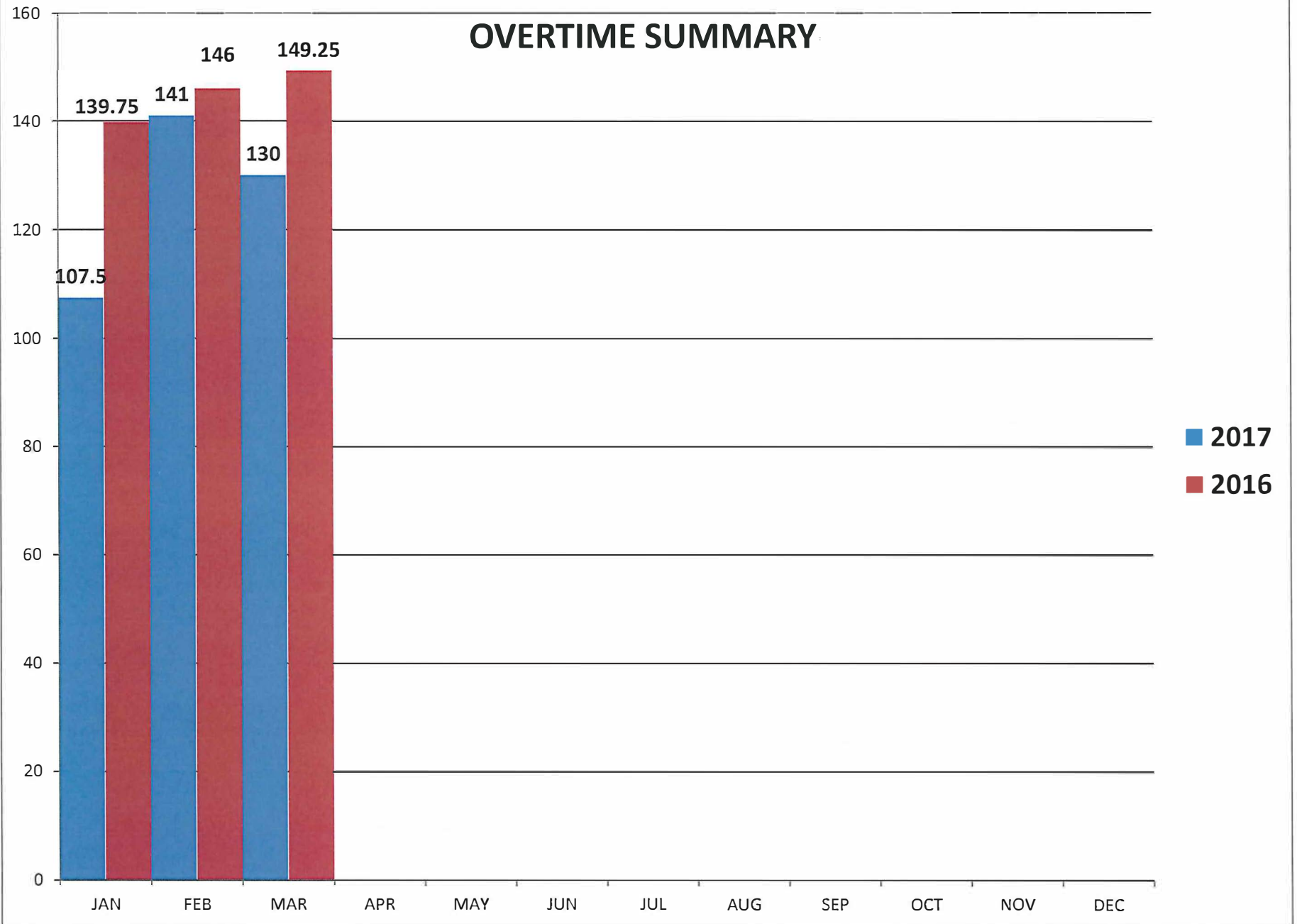
TRAFFIC VIOLATIONS SUMMARY

[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													
2017	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Court	26	12	3										41
Complaint Investigation	14	0	1										15
Report Writing	1.5	5	0										6.5
Training	24	0	57										81
Short Shift	40	57	69										166
Administrative	0	0	0										0
Special Detail	0	0	0										0
Holiday	2	67	0										69
TOTAL	107.5	141	130										378.5

	2016 VS. 2017												
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
2017 - TOTAL	107.5	141	130										378.5
2016 - TOTAL	139.75	146	149.25										435

EMPLOYEE TIME OFF

2017	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Sick	8	8	28										44
Comp	4.75	23	42.5										70.25
Vacation	36	24	24										84
Holiday	20	0	0										20
PTO	73.5	105.5	37										216
Other	176	200	184										560
TOTAL	318.25	360.5	315.5										994.25

**Other - Admin Leave during this Month

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

To: Northfield Township Board of Trustees

From: Dan Willis, Wastewater Treatment Plant Superintendent

Date: April 11th, 2017

Subject: March 2017 Monthly Report

- 3/2/17: At N. Territorial we had to seal between the manhole ring and the cement below it because of water entering the manhole when U.S. 23 contractor started de-watering ground near manhole and pumping it onto the ground.
- 3/6/17: Repaired broken wires in grit building heating unit controls.
- 3/7/17: Fixed leak in pipe coupling on digester building sump pump line.
- 3/8/17: Pulled pump #2 at Northshore #2 pump station.
- 3/8/17: Multiple power outages because of high winds.
- 3/9/17: Most of the pump stations have power back on.
- 3/10/17: Northshore #2 pump station is only station still without power.
- 3/13/17: Plugged sewer call at 650 Six Mile Rd. The problem was in the homeowners' line.
- 3/13/17: Northshore #2 pump station is still without power.
- 3/13/17: Replaced bad ground fault plug for ferric pumps.
- 3/14/17: Fonson Construction replaced section of water pipe and installed new shut off valve.
- 3/16/17: Cleaned ferric pump screen because of plugging and removed bad back pressure valve from the system.
- 3/17/17: Pulled rags from pump #1 at Raymond pump station and installed new wear rings on both pumps.
- 3/21/17: Re-wired push button switch on chlorine pumps for automatic re-start

3/25/17	Plant alarm, primary tank high level
3/30/17	Plant received 1.5 inches of rain. bypassed ¼ of the flow around aeration tank for 12 hours. Call back Plant alarm primary tank high level
3/31/17	Pulled rags out of a check valve at the Main St. pump station.
3/31/17	Plant alarm,primary tank high level

March 2016 Daily Average Flow	.780MGD
March 2017 Daily Average Flow	.839MGD
Maximum March Daily Flow 2016	.970MGD
Maximum March Daily Flow 2017	1.36MGD
Minimum March Daily Flow 2016	.577MGD
Minimum March Daily Flow 2017	.741MGD
6 – Month Average Flow	.752MGD
12 – Month Average Flow	.729MGD
Total Gallons Treated March 2016	21.896 MG
Total Gallons Treated March 2017	25.994 MG
Rainfall (inches) March 2016	2.92
Rainfall (inches) March 2017	2.77
Connections / Tap-ins' to system	0
Miss Dig Staking's	8
Overtime hours for the month	42

Northfield Township Community Center
Monthly Report
March 2017
Tami Averill, Director

I. March Overview

The Senior Nutrition program continues to run smoothly. We have 99 registered seniors, with 10 to 114 attending on a daily basis in March. Lunches are served on Mondays, Wednesdays and Fridays at 12:15p.m.

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

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

Planning programming for spring, summer and beyond continued.

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

II. Program Evaluation

a. On Going Services

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

Dr. Anthony Mastrogiacomo from South Lyon Foot & Ankle Specialists continues to offer senior foot care every other month. He saw six patients in on March 30, and will return in May.

The Medical Loan Closet continues to be available to the community. Eight items were loaned in March. We received donations of a shower seat, 2 walkers, a walker with a seat, crutches, a cane, 2 wheelchairs, and an immobilizer boot.

The Regency continues to send a Registered Nurse on the 2nd Tuesday of each month to do blood pressure screenings. They saw 5 people this month.

Acupuncture therapy is going strong, with 8 to 11 people participating each week in March. Licensed Acupuncturist, Ron Hough, is at the Center from 4:00p.m. to 6:00p.m. for walk-in visits on Thursday afternoons.

The Kidney Foundation of Michigan's "My Choice, My Health: Diabetes Prevention" program's participants completed their weekly meetings held their second monthly meeting on March 27. Monthly meetings will continue through September. The program has been very successful for all 8 participants.

b. Classes

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

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

Tai Chi had four ladies participating in the session that ended March 1. They met for one class on March 14, but the remaining sessions are on hold until the instructor recovers from some unexpected surgery.

MAH Fitness met through the month of March and ends on April 6. There are 7 people participating. A new 10-week session will begin in May.

The Primitive Rug Hooking class continues with 3 students.

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

c. **On-Going Activities**

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

Mah Jongg Mondays continue with four to six people participating each week.

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

The Whitmore Lake Portrait Group remains steady with their participation. Ten to twelve artists attend each week. The art gallery that showcases their art continues to be popular with our guests. Selections are changed out approximately every two months

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

d. **Special Events**

The March Grown-Ups Can Color, Too Parties were attended by a total of 10 people. It is an enjoyable and relaxing evening for all in attendance.

Karaoke was cancelled on March 17, due to inclement weather. We continue to work on putting together our own equipment, and a collection of CDs. The March 3 program was attended by 6 people.

Ten people enjoyed watching "Florence Foster Jenkins" at Lunch & a Movie on March 22. Fifteen people enjoyed and "Inside Out" during Pizza & a Movie on March 24.

The YMCA of Ann Arbor continued their Blood Pressure Self-Monitoring program at the Community Center. This is a 4-month program that will teach qualified participants to monitor and track their blood pressure. It will also provide programming on healthy eating and habits to help them work toward the goal of keeping their blood pressure under control. The first educational program was held on March 8. There are currently 12 participants registered for the program. The next educational program will take place on April 12.

Two more Free Tax Assistance days for seniors and others with lower incomes were held on March 10 & 24. We had a full house both sessions. This annual service is provided by the Senior Services Dept. of Catholic Social Services of Washtenaw County.

Northfield Township
Financial Report
Month Ending, March 31, 2017

This report is a summary of our funds at the end of March 31, 2017. At this time, our funds are in three CDs and in seven checking accounts. All our funds except one CD are at 1st National Bank.

Type	Fund/Account	Issuer	Value	Interest Rate	Purchase Date	Maturity Date	Accrued Interest
CD	WWTP	1st National Bank	\$1,177,565.84	0.10%	11/12/2016	5/12/2017	\$821.07
CD	WWTP	Morgan Stanley	<u>28,056.20</u>	Zero Coupon	6/16/2009	5/20/2019	<u>8,749.44</u> *
Total WWTP			\$1,205,622.04				\$9,570.51
CD	MIF	1st National Bank	<u>\$35,056.45</u>	0.75%	12/3/2015	12/3/2017	<u>328.98</u>
Total Investments			<u>\$1,240,678.49</u>				<u>\$9,899.49</u>
Checking	MIF	1st National Bank	\$ 4,033,052.14				
Checking	Federal Drug Forfeiture	1st National Bank	130,974.94				
Checking	Police Narcotics	1st National Bank	79,790.76				
Checking	Trust & Agency	1st National Bank	65,343.89				
Checking	Health Account	1st National Bank	26,383.43				
Checking	Payroll	1st National Bank	5,408.82				
Checking	Tax Account	1st National Bank	<u>62,180.12</u>				
Total Checking			\$ 4,403,134.10				
Total Investments and Checking			<u>\$ 5,643,812.59</u>				

* Reflects the adjusted total value as of 2/28/17. At the time this report was produced, did not have the March 2017 value.

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

4/5/2017
Submitted by: Lenore Zelenock, Treasurer

User: MARLENE

DB: Northfield

PERIOD ENDING 03/31/2017

% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17		YTD BALANCE 03/31/2017	ACTIVITY FOR		% BDGT USED
			ORIGINAL BUDGET	2016-17 AMENDED BUDGET		MONTH 03/31/17	AVAILABLE BALANCE	
Fund 101 - GENERAL FUND								
Revenues								
Dept 000								
101-000-426	PRIOR YEAR TAX INTEREST	663.08	0.00	0.00	1,763.70	0.00	(1,763.70)	100.00
101-000-452	PEDDLER'S LICENSES	368.00	500.00	500.00	(78.00)	0.00	578.00	(15.60)
101-000-453	CABLEVISION FRANCHISE FEES	99,309.78	97,000.00	97,000.00	49,501.63	0.00	47,498.37	51.03
101-000-455	FIBER FOOTAGE FEES	10,515.50	7,500.00	7,500.00	0.00	0.00	7,500.00	0.00
101-000-573	STATE REVENUE SHARING - LCSA	0.00	0.00	0.00	45,971.60	45,971.60	(45,971.60)	100.00
101-000-574	STATE SHARED REVENUE	649,431.00	652,000.00	652,000.00	342,617.00	0.00	309,383.00	52.55
101-000-590	GRANT INCOME	0.00	0.00	221,633.00	0.00	0.00	221,633.00	0.00
101-000-626	COPY & FOIA INCOME	120.42	200.00	200.00	26.23	0.00	173.77	13.12
101-000-655	ORDINANCE FINES	200.00	0.00	0.00	2,424.95	2,414.95	(2,424.95)	100.00
101-000-665	INTEREST INCOME	1,082.07	1,000.00	1,000.00	1,432.99	0.00	(432.99)	143.30
101-000-671	REIMBURSEMENT/OTHER INCOME	6,610.94	150.00	150.00	577.39	75.70	(427.39)	384.93
101-000-673	SALE OF FIXED ASSET	0.00	0.00	12,000.00	12,000.00	0.00	0.00	100.00
101-000-688	RENTAL INCOME - BARKER RD	10,260.00	9,960.00	9,960.00	7,470.00	830.00	2,490.00	75.00
101-000-690	UNREALIZED GAIN/LOSS	(74.55)	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		778,486.24	768,310.00	1,001,943.00	463,707.49	49,292.25	538,235.51	46.28
Dept 191-ELECTIONS								
101-191-671	REIMBURSEMENT/OTHER INCOME	5,741.48	6,500.00	6,500.00	10,355.81	0.00	(3,855.81)	159.32
Total Dept 191-ELECTIONS		5,741.48	6,500.00	6,500.00	10,355.81	0.00	(3,855.81)	159.32
Dept 253-TREASURER								
101-253-402	CURRENT PROPERTY TAX	263,029.60	263,500.00	263,500.00	244,710.66	39,929.29	18,789.34	92.87
101-253-404	MOBILE HOME LICENSE FEES	2,850.50	2,820.00	2,820.00	1,916.00	718.50	904.00	67.94
101-253-445	PENALTY & INTEREST ON TAXES	3,595.53	1,500.00	1,500.00	4,534.05	4,507.73	(3,034.05)	302.27
101-253-627	SUMMER TAX PREPARATION	13,580.00	13,580.00	13,580.00	13,665.00	0.00	(85.00)	100.63
101-253-680	TAX ADMINISTRATION FEES	144,810.35	140,000.00	140,000.00	139,551.26	16,808.93	448.74	99.68
Total Dept 253-TREASURER		427,865.98	421,400.00	421,400.00	404,376.97	61,964.45	17,023.03	95.96
Dept 336-CONTRIBUTIONS								
101-336-625	SEWER ADMINISTRATION	48,560.00	48,560.00	48,560.00	48,560.00	11,060.00	0.00	100.00
Total Dept 336-CONTRIBUTIONS		48,560.00	48,560.00	48,560.00	48,560.00	11,060.00	0.00	100.00
Dept 412-PLANNING/ZONING DEPT								
101-412-477	ZONING COMPLIANCE PERMITS	8,600.00	5,880.00	5,880.00	8,105.00	1,300.00	(2,225.00)	137.84
101-412-607	ZONING ADMINISTRATIVE FEES	150.00	0.00	0.00	0.00	0.00	0.00	0.00
101-412-608	VARIANCES/APPEALS	2,855.00	2,700.00	2,700.00	1,430.00	0.00	1,270.00	52.96
101-412-612	TAX ABATEMENT FEES	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00
101-412-614	PLANNING FEES	6,975.00	0.00	0.00	3,500.00	1,500.00	(3,500.00)	100.00
101-412-629	ZONING COPIES	0.00	25.00	25.00	5.60	0.00	19.40	22.40
101-412-637	SPLIT APPLICATIONS	1,825.00	2,400.00	2,400.00	1,800.00	0.00	600.00	75.00
Total Dept 412-PLANNING/ZONING DEPT		21,405.00	11,005.00	11,005.00	14,840.60	2,800.00	(3,835.60)	134.85
Dept 666-COMMUNITY CENTER								
101-666-643	CC TRIPS	7,543.25	9,000.00	9,000.00	3,845.00	0.00	5,155.00	42.72
101-666-644	CC PROGRAMS	2,583.00	3,000.00	3,000.00	2,218.75	0.00	781.25	73.96

User: MARLENE

DB: Northfield

PERIOD ENDING 03/31/2017

% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17		YTD BALANCE 03/31/2017	ACTIVITY FOR	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	2016-17 AMENDED BUDGET		MONTH 03/31/17		
Fund 101 - GENERAL FUND								
Revenues								
101-666-671	REIMBURSEMENT/OTHER INCOME	5,500.00	8,500.00	8,500.00	8,500.00	0.00	0.00	100.00
101-666-676	CONTRIBUTIONS - SCC	815.61	1,200.00	1,200.00	1,515.15	0.00	(315.15)	126.26
Total Dept 666-COMMUNITY CENTER		16,441.86	21,700.00	21,700.00	16,078.90	0.00	5,621.10	74.10
TOTAL REVENUES		1,298,500.56	1,277,475.00	1,511,108.00	957,919.77	125,116.70	553,188.23	63.39
Expenditures								
Dept 101-TOWNSHIP BOARD								
101-101-701	SALARIES	9,999.84	10,000.00	10,000.00	8,124.88	1,874.98	1,875.12	81.25
101-101-715	SOCIAL SECURITY	795.60	765.00	765.00	621.57	143.43	143.43	81.25
101-101-807	MEMBERSHIP DUES	9,121.21	10,500.00	10,500.00	9,567.97	490.00	932.03	91.12
101-101-836	WELFARE COSTS	10,000.00	10,000.00	10,000.00	10,000.00	0.00	0.00	100.00
101-101-900	PRINTING & PUBLICATIONS	7,606.25	7,500.00	7,500.00	4,254.23	964.00	3,245.77	56.72
101-101-956	MISCELLANEOUS	0.00	0.00	2,500.00	2,360.46	0.00	139.54	94.42
101-101-957	TRAINING & DEVELOPMENT	0.00	2,000.00	2,000.00	149.00	0.00	1,851.00	7.45
Total Dept 101-TOWNSHIP BOARD		37,522.90	40,765.00	43,265.00	35,078.11	3,472.41	8,186.89	81.08
Dept 171-SUPERVISOR								
101-171-701	SALARIES	12,499.76	12,500.00	12,500.00	9,615.28	961.54	2,884.72	76.92
101-171-715	SOCIAL SECURITY	956.23	957.00	957.00	735.57	73.57	221.43	76.86
101-171-807	MEMBERSHIP DUES	0.00	120.00	120.00	0.00	0.00	120.00	0.00
101-171-860	FUEL & MILEAGE	0.00	200.00	200.00	0.00	0.00	200.00	0.00
101-171-956	MISCELLANEOUS	78.00	100.00	100.00	22.63	0.00	77.37	22.63
101-171-957	TRAINING & DEVELOPMENT	0.00	1,000.00	1,000.00	583.00	434.00	417.00	58.30
Total Dept 171-SUPERVISOR		13,533.99	14,877.00	14,877.00	10,956.48	1,469.11	3,920.52	73.65
Dept 172-TOWNSHIP MANAGER								
101-172-701	SALARIES	77,000.04	79,310.00	83,000.00	64,939.21	0.00	18,060.79	78.24
101-172-704	CLERICAL/DEP /SUPER/ELECTION	25,487.00	29,137.00	29,137.00	21,199.45	2,324.45	7,937.55	72.76
101-172-715	SOCIAL SECURITY	12,243.53	12,705.00	12,990.00	10,073.80	472.42	2,916.20	77.55
101-172-716	HOSPITALIZATION	1,500.00	1,500.00	1,500.00	1,500.00	0.00	0.00	100.00
101-172-717	LIFE/DISB. INSURANCE	975.48	1,025.00	1,025.00	569.03	(162.58)	455.97	55.52
101-172-718	PENSION	7,700.10	7,931.00	8,300.00	5,061.40	0.00	3,238.60	60.98
101-172-722	CONTROLLER	56,058.87	57,627.00	57,627.00	43,745.31	3,850.99	13,881.69	75.91
101-172-734	BONUS	0.00	0.00	300.00	300.00	0.00	0.00	100.00
101-172-818	CONTRACTUAL SERVICES	3,515.68	5,000.00	5,000.00	4,125.21	0.00	874.79	82.50
101-172-850	COMMUNICATION	655.21	720.00	720.00	306.10	0.00	413.90	42.51
101-172-860	FUEL & MILEAGE	0.00	500.00	500.00	0.00	0.00	500.00	0.00
101-172-927	ALLOCATE TO DEPARTMENTS	(41,091.28)	(49,436.00)	(49,979.00)	(33,650.12)	0.00	(16,328.88)	67.33
101-172-957	TRAINING & DEVELOPMENT	698.20	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 172-TOWNSHIP MANAGER		144,742.83	147,019.00	151,120.00	118,169.39	6,485.28	32,950.61	78.20
Dept 191-ELECTIONS								
101-191-704	CLERICAL/DEP /SUPER/ELECTION	7,125.12	13,200.00	13,200.00	9,783.34	0.00	3,416.66	74.12
101-191-727	SUPPLIES	1,914.62	3,000.00	3,000.00	6,752.35	309.22	(3,752.35)	225.08
101-191-818	CONTRACTUAL SERVICES	990.00	2,000.00	2,000.00	550.00	0.00	1,450.00	27.50
101-191-851	POSTAGE	894.91	800.00	800.00	1,198.59	74.80	(398.59)	149.82

04/01/2017 02:46 PM

User: MARLENE

DB: Northfield

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Page 3/25

PERIOD ENDING 03/31/2017

% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17		YTD BALANCE 03/31/2017	ACTIVITY FOR	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	2016-17 AMENDED BUDGET		MONTH 03/31/17		
Fund 101 - GENERAL FUND								
Expenditures								
101-191-900	PRINTING & PUBLICATIONS	1,100.37	2,600.00	2,600.00	1,125.43	0.00	1,474.57	43.29
Total Dept 191-ELECTIONS		12,025.02	21,600.00	21,600.00	19,409.71	384.02	2,190.29	89.86
Dept 215-CLERK								
101-215-701	SALARIES	12,499.76	12,500.00	12,500.00	9,615.28	961.54	2,884.72	76.92
101-215-703	DEPUTY SALARIES	32,978.59	39,520.00	39,520.00	29,960.00	3,040.00	9,560.00	75.81
101-215-715	SOCIAL SECURITY	3,691.16	3,980.00	3,980.00	3,165.21	306.13	814.79	79.53
101-215-716	HOSPITALIZATION	1,125.00	1,500.00	1,500.00	5,707.93	577.77	(4,207.93)	380.53
101-215-717	LIFE/DISB. INSURANCE	617.85	525.00	525.00	411.90	41.19	113.10	78.46
101-215-718	PENSION	2,705.20	3,952.00	3,952.00	2,996.00	304.00	956.00	75.81
101-215-723	RECORD SEC	5,945.00	7,720.00	14,775.00	8,755.00	1,650.00	6,020.00	59.26
101-215-734	BONUS	0.00	0.00	300.00	300.00	0.00	0.00	100.00
101-215-807	MEMBERSHIP DUES	0.00	100.00	100.00	0.00	0.00	100.00	0.00
101-215-860	FUEL & MILEAGE	0.00	150.00	150.00	37.26	0.00	112.74	24.84
101-215-922	LATE FEES AND PENALTIES	44.38	0.00	0.00	0.00	0.00	0.00	0.00
101-215-957	TRAINING & DEVELOPMENT	0.00	1,000.00	1,000.00	248.23	0.00	751.77	24.82
Total Dept 215-CLERK		59,606.94	70,947.00	78,302.00	61,196.81	6,880.63	17,105.19	78.15
Dept 247-BOARD OF REVIEW								
101-247-706	BOARD OF REVIEW FEE	969.00	2,000.00	2,000.00	825.00	747.00	1,175.00	41.25
101-247-715	SOCIAL SECURITY	74.10	153.00	153.00	63.13	57.15	89.87	41.26
101-247-723	RECORD SEC	1,520.00	1,200.00	1,200.00	1,280.00	1,035.00	(80.00)	106.67
101-247-900	PRINTING & PUBLICATIONS	640.00	800.00	800.00	682.00	682.00	118.00	85.25
101-247-959	TRIBUNALS AND DRAINS	7,580.27	15,000.00	35,080.00	30,323.29	0.00	4,756.71	86.44
Total Dept 247-BOARD OF REVIEW		10,783.37	19,153.00	39,233.00	33,173.42	2,521.15	6,059.58	84.55
Dept 253-TREASURER								
101-253-701	SALARIES	12,499.76	12,500.00	12,500.00	9,615.28	961.54	2,884.72	76.92
101-253-703	DEPUTY SALARIES	43,677.20	45,440.00	33,875.00	23,795.54	2,880.00	10,079.46	70.25
101-253-704	CLERICAL/DEP /SUPER/ELECTION	14,413.38	21,384.00	24,289.00	17,177.51	1,813.50	7,111.49	70.72
101-253-715	SOCIAL SECURITY	5,280.86	6,070.00	6,095.00	3,888.53	408.35	2,206.47	63.80
101-253-716	HOSPITALIZATION	4,443.92	1,500.00	9,095.00	8,060.89	832.39	1,034.11	88.63
101-253-717	LIFE/DISB. INSURANCE	460.80	485.00	310.00	220.16	45.44	89.84	71.02
101-253-718	PENSION	4,367.72	4,544.00	1,841.00	691.36	0.00	1,149.64	37.55
101-253-734	BONUS	0.00	0.00	300.00	300.00	0.00	0.00	100.00
101-253-803	LEGAL	6,000.00	6,000.00	6,000.00	4,500.00	500.00	1,500.00	75.00
101-253-804	TAX STATEMENT PREPARATION	1,582.02	1,700.00	1,700.00	1,619.78	0.00	80.22	95.28
101-253-807	MEMBERSHIP DUES	100.00	110.00	110.00	10.00	0.00	100.00	9.09
101-253-818	CONTRACTUAL SERVICES	0.00	0.00	11,025.00	11,025.33	0.00	(0.33)	100.00
101-253-851	POSTAGE	3,480.28	3,700.00	3,700.00	2,873.43	0.00	826.57	77.66
101-253-860	FUEL & MILEAGE	339.09	225.00	225.00	226.81	57.78	(1.81)	100.80
101-253-927	ALLOCATE TO DEPARTMENTS	(16,490.00)	(16,605.00)	(16,605.00)	(11,577.00)	0.00	(5,028.00)	69.72
101-253-956	MISCELLANEOUS	2,774.96	1,000.00	1,000.00	343.82	0.00	656.18	34.38
101-253-957	TRAINING & DEVELOPMENT	0.00	1,000.00	2,000.00	605.50	0.00	1,394.50	30.28
Total Dept 253-TREASURER		82,929.99	89,053.00	97,460.00	73,376.94	7,499.00	24,083.06	75.29
Dept 257-ASSESSING								
101-257-709	ASST ASSESSOR	38,624.00	40,706.00	40,706.00	31,220.80	3,131.20	9,485.20	76.70

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17		YTD BALANCE 03/31/2017	ACTIVITY FOR	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	2016-17 AMENDED BUDGET		MONTH 03/31/17		
Fund 101 - GENERAL FUND								
Expenditures								
101-257-715	SOCIAL SECURITY	2,954.74	3,114.00	3,114.00	2,411.34	239.54	702.66	77.44
101-257-716	HOSPITALIZATION	22,488.05	24,750.00	24,750.00	16,232.22	1,077.16	8,517.78	65.58
101-257-717	LIFE/DISB. INSURANCE	681.60	575.00	575.00	454.40	45.44	120.60	79.03
101-257-718	PENSION	3,718.40	4,071.00	4,071.00	3,122.08	313.12	948.92	76.69
101-257-727	SUPPLIES	843.03	1,500.00	1,500.00	757.53	144.50	742.47	50.50
101-257-734	BONUS	0.00	0.00	300.00	300.00	0.00	0.00	100.00
101-257-807	MEMBERSHIP DUES	13.00	250.00	250.00	13.00	0.00	237.00	5.20
101-257-818	CONTRACTUAL SERVICES	58,704.96	64,380.00	64,380.00	45,499.97	5,833.33	18,880.03	70.67
101-257-851	POSTAGE	2,372.76	2,500.00	2,500.00	1,788.13	80.15	711.87	71.53
101-257-860	FUEL & MILEAGE	113.40	500.00	500.00	154.16	0.00	345.84	30.83
101-257-900	PRINTING & PUBLICATIONS	955.71	1,000.00	1,000.00	1,250.70	956.70	(250.70)	125.07
101-257-927	ALLOCATE TO DEPARTMENTS	0.00	(36,828.00)	(36,828.00)	(24,308.00)	0.00	(12,520.00)	66.00
101-257-957	TRAINING & DEVELOPMENT	0.00	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
Total Dept 257-ASSESSING		131,469.65	108,018.00	108,318.00	78,896.33	11,821.14	29,421.67	72.84
Dept 265-HALL AND GROUNDS								
101-265-710	JANITORIAL SALARIES	5,730.00	6,006.00	6,006.00	4,365.00	450.00	1,641.00	72.68
101-265-715	SOCIAL SECURITY	438.36	460.00	460.00	333.94	34.42	126.06	72.60
101-265-727	SUPPLIES	10,723.73	10,000.00	10,000.00	8,035.86	321.62	1,964.14	80.36
101-265-731	WORKERS COMP INSURANCE	2,108.00	2,740.00	2,740.00	2,379.70	0.00	360.30	86.85
101-265-816	GROUNDS/CLEANG/JANITORL SERVIC	8,285.00	8,250.00	8,250.00	9,160.02	1,034.33	(910.02)	111.03
101-265-821	PSB MAINT & OPS ALLOCATION	37,850.00	44,990.00	44,990.00	24,865.67	0.00	20,124.33	55.27
101-265-850	COMMUNICATION	7,776.01	6,000.00	6,000.00	1,860.32	171.72	4,139.68	31.01
101-265-851	POSTAGE	4,745.61	5,500.00	5,500.00	1,966.61	220.42	3,533.39	35.76
101-265-910	INSURANCE & BONDS	24,488.00	25,042.00	25,042.00	23,336.00	0.00	1,706.00	93.19
101-265-920	UTILITIES	197.28	200.00	200.00	132.81	16.39	67.19	66.41
101-265-927	ALLOCATE TO DEPARTMENTS	0.00	(4,070.00)	(4,070.00)	(1,177.00)	0.00	(2,893.00)	28.92
101-265-930	REPAIRS & MAINTENANCE	25,201.69	20,000.00	20,000.00	22,953.10	2,034.90	(2,953.10)	114.77
101-265-938	CHARGEBACKS - PRIOR TAX YEARS	666.28	2,500.00	2,500.00	540.16	0.00	1,959.84	21.61
101-265-940	RENTAL EQUIPMENT	3,905.86	4,585.00	4,585.00	4,525.30	703.79	59.70	98.70
101-265-956	MISCELLANEOUS	41.50	300.00	300.00	0.00	0.00	300.00	0.00
Total Dept 265-HALL AND GROUNDS		132,157.32	132,503.00	132,503.00	103,277.49	4,987.59	29,225.51	77.94
Dept 270-LEGAL/PROFESSIONAL								
101-270-800	OTHER PROFESSIONAL FEES	0.00	500.00	5,500.00	0.00	0.00	5,500.00	0.00
101-270-802	AUDIT FEES	6,300.00	6,300.00	6,300.00	6,300.00	0.00	0.00	100.00
101-270-803	LEGAL	96,091.06	96,000.00	96,000.00	80,356.38	8,164.58	15,643.62	83.70
101-270-806	ENGINEER	9,582.50	10,000.00	51,000.00	25,613.09	598.50	25,386.91	50.22
101-270-927	ALLOCATE TO DEPARTMENTS	(45,600.00)	(45,600.00)	(45,600.00)	(34,200.00)	(3,800.00)	(11,400.00)	75.00
Total Dept 270-LEGAL/PROFESSIONAL		66,373.56	67,200.00	113,200.00	78,069.47	4,963.08	35,130.53	68.97
Dept 336-CONTRIBUTIONS								
101-336-933	CONTRIBUTION - INDEPENDENCE DA	2,500.00	2,500.00	2,500.00	2,500.00	0.00	0.00	100.00
101-336-964	CONTRIBUTION-FIRE & MED RES	25,000.00	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00
Total Dept 336-CONTRIBUTIONS		27,500.00	27,500.00	27,500.00	2,500.00	0.00	25,000.00	9.09
Dept 412-PLANNING/ZONING DEPT								
101-412-707	ZBA SALARIES	2,700.00	3,000.00	3,000.00	1,900.00	0.00	1,100.00	63.33

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			ORIGINAL BUDGET	2016-17 AMENDED BUDGET		MONTH 03/31/17		
Fund 101 - GENERAL FUND								
Expenditures								
101-412-715	SOCIAL SECURITY	1,193.40	1,148.00	1,148.00	726.75	0.00	421.25	63.31
101-412-723	RECORD SEC	4,925.00	6,720.00	6,720.00	7,915.00	1,070.00	(1,195.00)	117.78
101-412-726	PLANN COMM	13,300.00	12,000.00	12,000.00	7,600.00	0.00	4,400.00	63.33
101-412-727	SUPPLIES	64.94	200.00	200.00	0.00	0.00	200.00	0.00
101-412-800	OTHER PROFESSIONAL FEES	0.00	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-412-801	PLANNER FEES	50,443.10	40,000.00	40,000.00	22,578.00	0.00	17,422.00	56.45
101-412-809	CODE ENFORCEMENT	14,043.30	10,400.00	10,400.00	4,100.00	525.00	6,300.00	39.42
101-412-823	ZONING ADMINISTRATION	2,778.75	15,000.00	15,000.00	6,030.00	0.00	8,970.00	40.20
101-412-851	POSTAGE	110.87	250.00	250.00	140.62	11.79	109.38	56.25
101-412-860	FUEL & MILEAGE	517.32	600.00	600.00	226.12	17.28	373.88	37.69
101-412-900	PRINTING & PUBLICATIONS	2,654.61	1,800.00	1,800.00	1,799.94	0.00	0.06	100.00
101-412-927	ALLOCATE TO DEPARTMENTS	5,530.00	29,101.00	29,101.00	15,048.00	0.00	14,053.00	51.71
101-412-957	TRAINING & DEVELOPMENT	164.00	1,500.00	1,500.00	780.00	130.00	720.00	52.00
Total Dept 412-PLANNING/ZONING DEPT		98,425.29	126,719.00	126,719.00	68,844.43	1,754.07	57,874.57	54.33
Dept 448-STREET LIGHTS								
101-448-920	UTILITIES	35,419.01	35,520.00	35,520.00	28,831.99	6,286.90	6,688.01	81.17
Total Dept 448-STREET LIGHTS		35,419.01	35,520.00	35,520.00	28,831.99	6,286.90	6,688.01	81.17
Dept 449-ROAD WORK								
101-449-813	ROADWORK	24,772.10	30,000.00	30,000.00	28,460.25	0.00	1,539.75	94.87
101-449-814	ROAD IMPROVEMENTS	103,635.06	116,000.00	295,950.00	113,419.77	19,808.22	182,530.23	38.32
101-449-929	GRANT EXPENSE	3,747.68	0.00	221,633.00	1,900.00	0.00	219,733.00	0.86
Total Dept 449-ROAD WORK		132,154.84	146,000.00	547,583.00	143,780.02	19,808.22	403,802.98	26.26
Dept 523-SOLID WASTE MANAGEMENT								
101-523-880	MAY/OCT CLEAN UP PROGRAM	4,000.00	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 523-SOLID WASTE MANAGEMENT		4,000.00	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
Dept 666-COMMUNITY CENTER								
101-666-701	SALARIES	40,461.52	43,385.00	43,385.00	33,278.40	3,337.60	10,106.60	76.70
101-666-702	SALARIES	4,916.78	4,830.00	4,830.00	1,253.44	0.00	3,576.56	25.95
101-666-710	JANITORIAL SALARIES	2,480.00	4,160.00	4,160.00	3,120.00	320.00	1,040.00	75.00
101-666-715	SOCIAL SECURITY	3,570.90	4,010.00	4,010.00	2,796.23	271.39	1,213.77	69.73
101-666-716	HOSPITALIZATION	8,429.60	9,515.00	9,515.00	7,646.53	629.93	1,868.47	80.36
101-666-717	LIFE/DISB. INSURANCE	524.16	550.00	550.00	436.80	43.68	113.20	79.42
101-666-718	PENSION	4,046.17	4,339.00	4,339.00	3,327.84	333.76	1,011.16	76.70
101-666-727	SUPPLIES	1,945.13	2,800.00	2,800.00	1,247.84	29.43	1,552.16	44.57
101-666-731	WORKERS COMP INSURANCE	348.00	535.00	535.00	468.82	0.00	66.18	87.63
101-666-807	MEMBERSHIP DUES	255.00	250.00	250.00	110.00	0.00	140.00	44.00
101-666-812	CC TRIPS	5,739.22	8,500.00	8,500.00	2,743.68	0.00	5,756.32	32.28
101-666-815	CC PROGRAMS	12,411.37	15,500.00	15,500.00	7,001.04	160.47	8,498.96	45.17
101-666-816	GROUPS/CLEANG/JANITORL SERVIC	3,190.00	3,425.00	3,425.00	1,616.92	102.32	1,808.08	47.21
101-666-822	SENIOR NUTRITION	1,627.86	2,000.00	2,000.00	1,556.76	175.08	443.24	77.84
101-666-836	COMMUNITY EXPENSE	0.00	1,200.00	1,200.00	901.83	60.80	298.17	75.15
101-666-850	COMMUNICATION	2,027.04	2,220.00	2,220.00	1,828.73	220.97	391.27	82.38
101-666-851	POSTAGE	586.21	1,010.00	1,010.00	505.16	0.00	504.84	50.02
101-666-860	FUEL & MILEAGE	0.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00

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			ORIGINAL BUDGET	2016-17 AMENDED BUDGET		MONTH 03/31/17		
Fund 101 - GENERAL FUND								
Expenditures								
101-666-900	PRINTING & PUBLICATIONS	1,200.00	1,300.00	1,300.00	630.00	0.00	670.00	48.46
101-666-910	INSURANCE & BONDS	997.00	1,020.00	1,020.00	1,083.00	0.00	(63.00)	106.18
101-666-920	UTILITIES	2,648.19	3,036.00	3,036.00	2,124.62	225.19	911.38	69.98
101-666-930	REPAIRS & MAINTENANCE	2,743.58	4,500.00	4,500.00	1,682.39	0.00	2,817.61	37.39
101-666-940	RENTAL EQUIPMENT	0.00	0.00	0.00	292.92	155.40	(292.92)	100.00
101-666-970	EQUIPMENT	62.33	250.00	250.00	0.00	0.00	250.00	0.00
Total Dept 666-COMMUNITY CENTER		100,210.06	119,335.00	119,335.00	75,652.95	6,066.02	43,682.05	63.40
Dept 753-RECREATION BOARD								
101-753-727	SUPPLIES	0.00	10,000.00	10,000.00	2,002.71	0.00	7,997.29	20.03
Total Dept 753-RECREATION BOARD		0.00	10,000.00	10,000.00	2,002.71	0.00	7,997.29	20.03
Dept 757-PARKS								
101-757-801	PLANNER FEES	0.00	0.00	16,500.00	14,364.60	3,960.00	2,135.40	87.06
Total Dept 757-PARKS		0.00	0.00	16,500.00	14,364.60	3,960.00	2,135.40	87.06
Dept 850-TOWNSHIP CONTINGENCY								
101-850-905	CONTINGENCY FUNDS	(17.70)	5,000.00	5,000.00	3,041.03	0.00	1,958.97	60.82
Total Dept 850-TOWNSHIP CONTINGENCY		(17.70)	5,000.00	5,000.00	3,041.03	0.00	1,958.97	60.82
Dept 900-CAPITAL OUTLAY								
101-900-972	COMPUTER	15,544.52	4,000.00	4,000.00	1,984.81	0.00	2,015.19	49.62
101-900-975	CONSTRUCTION	52,096.00	0.00	0.00	0.00	0.00	0.00	0.00
101-900-978	LAND ACQUISITION	865.00	4,500.00	341,940.00	340,519.37	0.00	1,420.63	99.58
Total Dept 900-CAPITAL OUTLAY		68,505.52	8,500.00	345,940.00	342,504.18	0.00	3,435.82	99.01
Dept 905-DEBT SERVICE								
101-905-985	PSB SHARE OF BOND PMT	87,821.98	84,696.00	84,696.00	6,464.88	0.00	78,231.12	7.63
Total Dept 905-DEBT SERVICE		87,821.98	84,696.00	84,696.00	6,464.88	0.00	78,231.12	7.63
Dept 999								
101-999-999	TRANSFER OUT	0.00	0.00	250,000.00	250,000.00	0.00	0.00	100.00
Total Dept 999		0.00	0.00	250,000.00	250,000.00	0.00	0.00	100.00
TOTAL EXPENDITURES		1,245,164.57	1,276,405.00	2,370,671.00	1,549,590.94	88,358.62	821,080.06	65.37
Fund 101 - GENERAL FUND:								
TOTAL REVENUES		1,298,500.56	1,277,475.00	1,511,108.00	957,919.77	125,116.70	553,188.23	63.39
TOTAL EXPENDITURES		1,245,164.57	1,276,405.00	2,370,671.00	1,549,590.94	88,358.62	821,080.06	65.37

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		06/30/2016	ORIGINAL	2016-17	03/31/2017	MONTH	BALANCE	BDGT
			BUDGET	AMENDED BUDGET		03/31/17		USED
Fund 101 - GENERAL FUND								
NET OF REVENUES & EXPENDITURES		53,335.99	1,070.00	(859,563.00)	(591,671.17)	36,758.08	(267,891.83)	68.83

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		END BALANCE	2016-17 ORIGINAL	2016-17	YTD BALANCE	ACTIVITY FOR		
GL NUMBER	DESCRIPTION	06/30/2016	BUDGET	AMENDED BUDGET	03/31/2017	MONTH 03/31/17	AVAILABLE BALANCE	% BDGT USED
Fund 207 - LAW ENFORCEMENT FUND								
Revenues								
Dept 000								
207-000-402	CURRENT PROPERTY TAX	1,415,162.03	1,483,156.00	1,483,156.00	1,377,407.30	224,748.65	105,748.70	92.87
207-000-445	PENALTY & INTEREST ON TAXES	491.13	500.00	500.00	398.82	256.87	101.18	79.76
207-000-570	LIQUOR LICENSE & PERMITS	3,165.25	3,000.00	3,000.00	3,221.35	0.00	(221.35)	107.38
207-000-626	COPY & FOIA INCOME	1,561.71	1,600.00	1,600.00	1,024.30	37.00	575.70	64.02
207-000-635	EMERGENCY COST RECOVERY	0.00	0.00	0.00	3,167.25	903.75	(3,167.25)	100.00
207-000-656	FINES & COURT FEES	19,740.31	30,000.00	30,000.00	9,827.53	0.00	20,172.47	32.76
207-000-658	IMPOUND FEES	2,320.00	2,500.00	2,500.00	3,080.00	280.00	(580.00)	123.20
207-000-664	FEES PAID FOR OFFICER WAGES	6,160.24	6,650.00	6,650.00	3,909.15	0.00	2,740.85	58.78
207-000-671	REIMBURSEMENT/OTHER INCOME	4,516.20	3,000.00	3,000.00	3,496.52	119.21	(496.52)	116.55
207-000-673	SALE OF FIXED ASSET	15,658.00	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
207-000-681	OT REIMBURSEMENT	17,734.49	17,000.00	17,000.00	10,413.65	886.83	6,586.35	61.26
Total Dept 000		1,486,509.36	1,562,406.00	1,562,406.00	1,415,945.87	227,232.31	146,460.13	90.63
Dept 336-CONTRIBUTIONS								
207-336-588	CONTRIBUTION OTHER FUND(S)	35,000.00	35,000.00	35,000.00	35,000.00	0.00	0.00	100.00
207-336-683	CONTRIBUTION - INDEPENDENCE DAY	1,500.00	1,500.00	1,500.00	1,500.00	0.00	0.00	100.00
Total Dept 336-CONTRIBUTIONS		36,500.00	36,500.00	36,500.00	36,500.00	0.00	0.00	100.00
TOTAL REVENUES		1,523,009.36	1,598,906.00	1,598,906.00	1,452,445.87	227,232.31	146,460.13	90.84
Expenditures								
Dept 226-PERSONNEL								
207-226-701	SALARIES	182,393.11	202,947.00	202,947.00	138,093.26	15,873.84	64,853.74	68.04
207-226-702	SALARIES	399,016.68	406,384.00	406,384.00	330,573.60	31,970.12	75,810.40	81.35
207-226-704	CLERICAL/DEP /SUPER/ELECTION	72,809.50	71,508.00	71,508.00	50,911.57	5,192.32	20,596.43	71.20
207-226-708	SALARIES-PART TIME	30,134.82	50,000.00	50,000.00	32,978.00	3,100.08	17,022.00	65.96
207-226-710	JANITORIAL SALARIES	8,725.00	8,840.00	8,840.00	6,630.00	680.00	2,210.00	75.00
207-226-711	SALARIES-OVERTIME	44,770.52	50,000.00	50,000.00	40,689.76	3,667.81	9,310.24	81.38
207-226-714	HOLIDAY	35,063.75	36,306.00	36,306.00	36,305.94	0.00	0.06	100.00
207-226-715	SOCIAL SECURITY	60,767.46	64,121.00	64,121.00	50,566.84	4,603.76	13,554.16	78.86
207-226-716	HOSPITALIZATION	144,255.72	158,000.00	158,000.00	124,252.09	6,888.84	33,747.91	78.64
207-226-717	LIFE/DISB. INSURANCE	7,646.04	8,028.00	8,028.00	6,432.50	652.37	1,595.50	80.13
207-226-718	PENSION	61,936.94	65,104.00	65,104.00	48,998.60	5,007.52	16,105.40	75.26
207-226-719	EMPLOYEE FRINGE-LONGEVITY	5,700.00	6,000.00	6,000.00	6,000.00	0.00	0.00	100.00
207-226-721	UNEMPLOYMENT BENEFITS	78.42	0.00	0.00	0.00	0.00	0.00	0.00
207-226-730	MEDICAL TESTING	307.00	500.00	500.00	0.00	0.00	500.00	0.00
207-226-731	WORKERS COMP INSURANCE	16,470.00	25,225.00	25,225.00	22,215.92	0.00	3,009.08	88.07
207-226-741	UNIFORMS/GEAR & ALLOWANCE	5,900.00	6,200.00	6,200.00	5,900.00	0.00	300.00	95.16
207-226-927	ALLOCATE TO DEPARTMENTS	59,072.00	61,870.00	64,016.00	44,423.00	0.00	19,593.00	69.39
207-226-957	TRAINING & DEVELOPMENT	0.00	1,000.00	1,000.00	225.00	0.00	775.00	22.50
Total Dept 226-PERSONNEL		1,135,046.96	1,222,033.00	1,224,179.00	945,196.08	77,636.66	278,982.92	77.21
Dept 265-HALL AND GROUNDS								
207-265-821	PSB MAINT & OPS ALLOCATION	37,848.00	45,000.00	45,000.00	24,772.66	0.00	20,227.34	55.05
Total Dept 265-HALL AND GROUNDS		37,848.00	45,000.00	45,000.00	24,772.66	0.00	20,227.34	55.05
Dept 270-LEGAL/PROFESSIONAL								

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17	2016-17 AMENDED BUDGET	YTD BALANCE 03/31/2017	ACTIVITY FOR	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET			MONTH 03/31/17		
Fund 207 - LAW ENFORCEMENT FUND								
Expenditures								
207-270-722	CONTROLLER	7,007.39	7,203.00	7,203.00	4,986.76	0.00	2,216.24	69.23
207-270-802	AUDIT FEES	2,250.00	2,250.00	2,250.00	2,250.00	0.00	0.00	100.00
207-270-803	LEGAL	40,600.00	40,000.00	40,000.00	29,700.00	3,300.00	10,300.00	74.25
Total Dept 270-LEGAL/PROFESSIONAL		49,857.39	49,453.00	49,453.00	36,936.76	3,300.00	12,516.24	74.69
Dept 301-OPERATING COSTS								
207-301-727	SUPPLIES	4,731.84	5,000.00	5,000.00	4,881.18	131.78	118.82	97.62
207-301-807	MEMBERSHIP DUES	745.00	1,000.00	1,000.00	400.00	0.00	600.00	40.00
207-301-818	CONTRACTUAL SERVICES	18,272.91	18,000.00	18,000.00	8,323.00	3,000.00	9,677.00	46.24
207-301-820	DISPATCH SERVICES	63,346.92	68,000.00	68,000.00	47,510.19	10,557.82	20,489.81	69.87
207-301-850	COMMUNICATION	14,390.01	20,000.00	20,000.00	8,400.45	186.55	11,599.55	42.00
207-301-851	POSTAGE	206.48	250.00	250.00	90.31	5.00	159.69	36.12
207-301-900	PRINTING & PUBLICATIONS	460.52	500.00	500.00	50.00	0.00	450.00	10.00
207-301-910	INSURANCE & BONDS	28,267.00	28,870.00	28,870.00	32,882.00	0.00	(4,012.00)	113.90
207-301-930	REPAIRS & MAINTENANCE	1,976.95	4,000.00	4,000.00	1,798.85	250.00	2,201.15	44.97
207-301-932	RADIO REPAIR	880.00	1,100.00	1,100.00	0.00	0.00	1,100.00	0.00
207-301-938	CHARGEBACKS - PRIOR TAX YEARS	2,043.13	0.00	0.00	1,096.88	0.00	(1,096.88)	100.00
207-301-940	RENTAL EQUIPMENT	1,378.92	3,000.00	3,000.00	1,587.87	204.20	1,412.13	52.93
Total Dept 301-OPERATING COSTS		136,699.68	149,720.00	149,720.00	107,020.73	14,335.35	42,699.27	71.48
Dept 333-TRANSPORTATION								
207-333-860	FUEL & MILEAGE	17,347.27	16,000.00	16,000.00	13,954.15	2,921.55	2,045.85	87.21
207-333-930	REPAIRS & MAINTENANCE	13,793.35	11,000.00	11,000.00	5,725.31	112.13	5,274.69	52.05
Total Dept 333-TRANSPORTATION		31,140.62	27,000.00	27,000.00	19,679.46	3,033.68	7,320.54	72.89
Dept 905-DEBT SERVICE								
207-905-985	PSB SHARE OF BOND PMT	87,821.98	84,696.00	84,696.00	6,464.88	0.00	78,231.12	7.63
Total Dept 905-DEBT SERVICE		87,821.98	84,696.00	84,696.00	6,464.88	0.00	78,231.12	7.63
TOTAL EXPENDITURES		1,478,414.63	1,577,902.00	1,580,048.00	1,140,070.57	98,305.69	439,977.43	72.15
Fund 207 - LAW ENFORCEMENT FUND:								
TOTAL REVENUES		1,523,009.36	1,598,906.00	1,598,906.00	1,452,445.87	227,232.31	146,460.13	90.84
TOTAL EXPENDITURES		1,478,414.63	1,577,902.00	1,580,048.00	1,140,070.57	98,305.69	439,977.43	72.15
NET OF REVENUES & EXPENDITURES		44,594.73	21,004.00	18,858.00	312,375.30	128,926.62	(293,517.30)	1,656.46

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GL NUMBER	DESCRIPTION	END BALANCE	2016-17	2016-17	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		06/30/2016	ORIGINAL BUDGET	AMENDED BUDGET	03/31/2017	MONTH 03/31/17	BALANCE	USED
Fund 216 - MEDICAL RESCUE FUND								
Revenues								
Dept 000								
216-000-402	CURRENT PROPERTY TAX	632,873.80	634,062.00	634,062.00	588,843.99	96,080.64	45,218.01	92.87
216-000-445	PENALTY & INTEREST ON TAXES	219.54	200.00	200.00	171.19	107.79	28.81	85.60
216-000-482	HOUSE NUMBERS	240.00	300.00	300.00	480.00	40.00	(180.00)	160.00
216-000-588	CONTRIBUTION OTHER FUND(S)	25,000.00	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00
216-000-626	COPY & FOIA INCOME	31.00	50.00	50.00	29.00	0.00	21.00	58.00
216-000-635	EMERGENCY COST RECOVERY	16,190.48	10,000.00	10,000.00	17,502.75	2,426.41	(7,502.75)	175.03
216-000-639	DRIVEWAY INSPECTIONS	680.00	600.00	600.00	490.00	50.00	110.00	81.67
216-000-671	REIMBURSEMENT/OTHER INCOME	7,295.76	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
216-000-673	SALE OF FIXED ASSET	409.11	52,000.00	52,000.00	0.00	0.00	52,000.00	0.00
216-000-675	CONTRIBUTION-PRIVATE SOURCES	0.00	0.00	0.00	200.00	0.00	(200.00)	100.00
Total Dept 000		682,939.69	724,212.00	724,212.00	607,716.93	98,704.84	116,495.07	83.91
Dept 336-CONTRIBUTIONS								
216-336-683	CONTRIBUTION - INDEPENDENCE DA	1,000.00	1,000.00	1,000.00	1,000.00	0.00	0.00	100.00
Total Dept 336-CONTRIBUTIONS		1,000.00	1,000.00	1,000.00	1,000.00	0.00	0.00	100.00
Dept 960								
216-960-935	TRANSFER IN	0.00	0.00	250,000.00	250,000.00	0.00	0.00	100.00
Total Dept 960		0.00	0.00	250,000.00	250,000.00	0.00	0.00	100.00
TOTAL REVENUES		683,939.69	725,212.00	975,212.00	858,716.93	98,704.84	116,495.07	88.05
Expenditures								
Dept 226-PERSONNEL								
216-226-701	SALARIES	79,309.88	81,700.00	85,310.00	65,161.46	6,562.30	20,148.54	76.38
216-226-702	SALARIES	128,291.02	160,000.00	160,000.00	108,529.27	10,357.50	51,470.73	67.83
216-226-705	ADMINISTRATIVE ASSISTANT	3,998.45	8,000.00	8,000.00	1,832.84	227.81	6,167.16	22.91
216-226-708	SALARIES-PART TIME	38,734.77	60,000.00	60,000.00	36,958.10	3,133.96	23,041.90	61.60
216-226-712	SALARIES - OFFICERS	8,500.00	12,000.00	12,000.00	7,175.00	0.00	4,825.00	59.79
216-226-715	SOCIAL SECURITY	20,262.02	25,530.00	25,806.00	17,181.06	1,605.72	8,624.94	66.58
216-226-716	HOSPITALIZATION	23,991.48	26,720.00	26,720.00	21,123.71	1,638.19	5,596.29	79.06
216-226-717	LIFE/DISB. INSURANCE	844.92	945.00	945.00	704.10	70.41	240.90	74.51
216-226-718	PENSION	7,931.00	8,170.00	8,531.00	6,515.88	656.20	2,015.12	76.38
216-226-730	MEDICAL TESTING	949.00	3,500.00	3,500.00	405.50	178.50	3,094.50	11.59
216-226-731	WORKERS COMP INSURANCE	10,574.00	16,149.00	16,149.00	14,226.86	0.00	1,922.14	88.10
216-226-927	ALLOCATE TO DEPARTMENTS	(59,072.00)	(61,870.00)	(64,016.00)	(44,423.00)	0.00	(19,593.00)	69.39
216-226-957	TRAINING & DEVELOPMENT	9,202.22	12,000.00	12,000.00	2,786.33	20.00	9,213.67	23.22
216-226-958	TRAINING WAGES	8,053.88	12,000.00	12,000.00	6,978.00	924.00	5,022.00	58.15
Total Dept 226-PERSONNEL		281,570.64	364,844.00	366,945.00	245,155.11	25,374.59	121,789.89	66.81
Dept 265-HALL AND GROUNDS								
216-265-816	GROUNDS/CLEANG/JANITORL SERVIC	1,140.00	2,000.00	2,000.00	814.24	20.00	1,185.76	40.71
216-265-821	PSB MAINT & OPS ALLOCATION	37,848.00	45,000.00	45,000.00	24,772.67	0.00	20,227.33	55.05
Total Dept 265-HALL AND GROUNDS		38,988.00	47,000.00	47,000.00	25,586.91	20.00	21,413.09	54.44

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			ORIGINAL BUDGET	2016-17 AMENDED BUDGET		MONTH 03/31/17	AVAILABLE BALANCE	
Fund 216 - MEDICAL RESCUE FUND								
Expenditures								
Dept 270-LEGAL/PROFESSIONAL								
216-270-722	CONTROLLER	7,007.29	7,203.00	7,203.00	4,986.76	0.00	2,216.24	69.23
216-270-802	AUDIT FEES	2,250.00	2,250.00	2,250.00	2,250.00	0.00	0.00	100.00
216-270-803	LEGAL	0.00	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 270-LEGAL/PROFESSIONAL		9,257.29	11,453.00	11,453.00	7,236.76	0.00	4,216.24	63.19
Dept 301-OPERATING COSTS								
216-301-727	SUPPLIES	8,682.27	8,000.00	8,000.00	5,015.89	140.56	2,984.11	62.70
216-301-741	UNIFORMS/GEAR & ALLOWANCE	7,839.97	10,000.00	10,000.00	1,057.85	0.00	8,942.15	10.58
216-301-807	MEMBERSHIP DUES	1,430.00	1,500.00	1,500.00	1,655.00	1,000.00	(155.00)	110.33
216-301-818	CONTRACTUAL SERVICES	1,505.02	1,000.00	1,000.00	1,357.30	589.95	(357.30)	135.73
216-301-820	DISPATCH SERVICES	11,792.76	13,000.00	13,000.00	9,019.53	1,002.17	3,980.47	69.38
216-301-850	COMMUNICATION	5,745.90	8,000.00	8,000.00	4,433.72	238.56	3,566.28	55.42
216-301-851	POSTAGE	36.55	50.00	50.00	0.00	0.00	50.00	0.00
216-301-900	PRINTING & PUBLICATIONS	0.00	200.00	200.00	0.00	0.00	200.00	0.00
216-301-910	INSURANCE & BONDS	38,928.00	39,712.00	39,712.00	35,649.00	0.00	4,063.00	89.77
216-301-920	UTILITIES	7,317.81	10,000.00	10,000.00	4,847.92	141.76	5,152.08	48.48
216-301-930	REPAIRS & MAINTENANCE	4,219.01	5,000.00	5,000.00	2,971.79	250.00	2,028.21	59.44
216-301-932	RADIO REPAIR	2,600.00	2,500.00	2,500.00	141.00	0.00	2,359.00	5.64
216-301-938	CHARGEBACKS - PRIOR TAX YEARS	913.57	0.00	0.00	490.55	0.00	(490.55)	100.00
216-301-972	COMPUTER	3,303.56	3,000.00	3,000.00	3,191.08	318.63	(191.08)	106.37
Total Dept 301-OPERATING COSTS		94,314.42	101,962.00	101,962.00	69,830.63	3,681.63	32,131.37	68.49
Dept 333-TRANSPORTATION								
216-333-860	FUEL & MILEAGE	7,185.36	10,000.00	10,000.00	6,297.97	585.17	3,702.03	62.98
216-333-930	REPAIRS & MAINTENANCE	24,213.20	30,000.00	30,000.00	15,968.23	129.41	14,031.77	53.23
Total Dept 333-TRANSPORTATION		31,398.56	40,000.00	40,000.00	22,266.20	714.58	17,733.80	55.67
Dept 900-CAPITAL OUTLAY								
216-900-970	EQUIPMENT	5,908.24	10,000.00	260,000.00	938.61	0.00	259,061.39	0.36
216-900-974	VEHICLE	0.00	65,000.00	65,000.00	64,730.30	0.00	269.70	99.59
Total Dept 900-CAPITAL OUTLAY		5,908.24	75,000.00	325,000.00	65,668.91	0.00	259,331.09	20.21
Dept 905-DEBT SERVICE								
216-905-985	PSB SHARE OF BOND PMT	87,821.97	84,696.00	84,696.00	6,464.87	0.00	78,231.13	7.63
216-905-991	DEBT SERVICE - PRINCIPAL	45,898.54	0.00	0.00	0.00	0.00	0.00	0.00
216-905-995	DEBT SERVICE - INTEREST	2,226.11	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 905-DEBT SERVICE		135,946.62	84,696.00	84,696.00	6,464.87	0.00	78,231.13	7.63
TOTAL EXPENDITURES		597,383.77	724,955.00	977,056.00	442,209.39	29,790.80	534,846.61	45.26
Fund 216 - MEDICAL RESCUE FUND:								
TOTAL REVENUES		683,939.69	725,212.00	975,212.00	858,716.93	98,704.84	116,495.07	88.05

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17		YTD BALANCE 03/31/2017	ACTIVITY FOR MONTH 03/31/17	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	2016-17 AMENDED BUDGET				
Fund 216 - MEDICAL RESCUE FUND								
TOTAL EXPENDITURES		597,383.77	724,955.00	977,056.00	442,209.39	29,790.80	534,846.61	45.26
NET OF REVENUES & EXPENDITURES		86,555.92	257.00	(1,844.00)	416,507.54	68,914.04	(418,351.54)	2,587.18

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17 ORIGINAL BUDGET	2016-17 AMENDED BUDGET	YTD BALANCE 03/31/2017	ACTIVITY FOR MONTH 03/31/17	AVAILABLE BALANCE	% BDGT USED
Fund 230 - DONATION FUND								
Revenues								
Dept 000								
230-000-690	DONATION - DOG PARK	0.00	500.00	500.00	0.00	0.00	500.00	0.00
Total Dept 000		0.00	500.00	500.00	0.00	0.00	500.00	0.00
TOTAL REVENUES		0.00	500.00	500.00	0.00	0.00	500.00	0.00
Expenditures								
Dept 301-OPERATING COSTS								
230-301-903	KIWANIS	1,400.00	0.00	0.00	0.00	0.00	0.00	0.00
230-301-904	EVENTS/COMMUNITY PROJECTS	1,874.56	0.00	0.00	(474.56)	0.00	474.56	100.00
230-301-905	BARK PARK	1,537.12	500.00	500.00	211.38	24.62	288.62	42.28
Total Dept 301-OPERATING COSTS		4,811.68	500.00	500.00	(263.18)	24.62	763.18	(52.64)
TOTAL EXPENDITURES		4,811.68	500.00	500.00	(263.18)	24.62	763.18	(52.64)
Fund 230 - DONATION FUND:								
TOTAL REVENUES		0.00	500.00	500.00	0.00	0.00	500.00	0.00
TOTAL EXPENDITURES		4,811.68	500.00	500.00	(263.18)	24.62	763.18	52.64
NET OF REVENUES & EXPENDITURES		(4,811.68)	0.00	0.00	263.18	(24.62)	(263.18)	100.00

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17 ORIGINAL BUDGET	2016-17 AMENDED BUDGET	YTD BALANCE 03/31/2017	ACTIVITY FOR MONTH 03/31/17	AVAILABLE BALANCE	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTH								
Expenditures								
Dept 301-OPERATING COSTS								
248-301-800	OTHER PROFESSIONAL FEES	0.00	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
248-301-816	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		0.00	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00
Dept 449-ROAD WORK								
248-449-814	ROAD IMPROVEMENTS	0.00	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
Total Dept 449-ROAD WORK		0.00	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
Dept 900-CAPITAL OUTLAY								
248-900-925	STREETSCAPING	241.64	5,000.00	5,000.00	2,850.00	0.00	2,150.00	57.00
Total Dept 900-CAPITAL OUTLAY		241.64	5,000.00	5,000.00	2,850.00	0.00	2,150.00	57.00
TOTAL EXPENDITURES		241.64	31,000.00	31,000.00	2,850.00	0.00	28,150.00	9.19
Fund 248 - DOWNTOWN DEVELOPMENT AUTH:								
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		241.64	31,000.00	31,000.00	2,850.00	0.00	28,150.00	9.19
NET OF REVENUES & EXPENDITURES		(241.64)	(31,000.00)	(31,000.00)	(2,850.00)	0.00	(28,150.00)	9.19

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17 ORIGINAL BUDGET	2016-17 AMENDED BUDGET	YTD BALANCE 03/31/2017	ACTIVITY FOR MONTH 03/31/17	AVAILABLE BALANCE	% BDGT USED
Fund 265 - NARCOTICS FUND								
Revenues								
Dept 000								
265-000-661	FORFEITURES	92,543.00	58,000.00	58,000.00	350.00	0.00	57,650.00	0.60
Total Dept 000		92,543.00	58,000.00	58,000.00	350.00	0.00	57,650.00	0.60
TOTAL REVENUES		92,543.00	58,000.00	58,000.00	350.00	0.00	57,650.00	0.60
Expenditures								
Dept 301-OPERATING COSTS								
265-301-727	SUPPLIES	2,819.48	4,000.00	4,000.00	1,597.93	318.63	2,402.07	39.95
265-301-899	FORFEITURE SHARING	88,017.32	30,000.00	30,000.00	7,965.00	0.00	22,035.00	26.55
265-301-956	MISCELLANEOUS	1,115.82	5,000.00	5,000.00	2,229.33	0.00	2,770.67	44.59
265-301-972	COMPUTER	5,187.00	8,000.00	8,000.00	2,053.12	0.00	5,946.88	25.66
Total Dept 301-OPERATING COSTS		97,139.62	47,000.00	47,000.00	13,845.38	318.63	33,154.62	29.46
Dept 900-CAPITAL OUTLAY								
265-900-970	EQUIPMENT	1,103.67	9,000.00	9,000.00	858.00	0.00	8,142.00	9.53
Total Dept 900-CAPITAL OUTLAY		1,103.67	9,000.00	9,000.00	858.00	0.00	8,142.00	9.53
TOTAL EXPENDITURES		98,243.29	56,000.00	56,000.00	14,703.38	318.63	41,296.62	26.26
Fund 265 - NARCOTICS FUND:								
TOTAL REVENUES		92,543.00	58,000.00	58,000.00	350.00	0.00	57,650.00	0.60
TOTAL EXPENDITURES		98,243.29	56,000.00	56,000.00	14,703.38	318.63	41,296.62	26.26
NET OF REVENUES & EXPENDITURES		(5,700.29)	2,000.00	2,000.00	(14,353.38)	(318.63)	16,353.38	717.67

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17		YTD BALANCE 03/31/2017	ACTIVITY FOR MONTH 03/31/17	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	2016-17 AMENDED BUDGET				
Fund 266 - FEDERAL NARCOTICS FUND								
Revenues								
Dept 000								
266-000-661	FORFEITURES	104,627.74	100,000.00	100,000.00	45,690.47	0.00	54,309.53	45.69
Total Dept 000		104,627.74	100,000.00	100,000.00	45,690.47	0.00	54,309.53	45.69
TOTAL REVENUES		104,627.74	100,000.00	100,000.00	45,690.47	0.00	54,309.53	45.69
Expenditures								
Dept 301-OPERATING COSTS								
266-301-727	SUPPLIES	12,152.96	12,000.00	12,000.00	4,496.61	0.00	7,503.39	37.47
266-301-956	MISCELLANEOUS	6,636.25	12,000.00	12,000.00	2,238.84	652.00	9,761.16	18.66
Total Dept 301-OPERATING COSTS		18,789.21	24,000.00	24,000.00	6,735.45	652.00	17,264.55	28.06
Dept 336-CONTRIBUTIONS								
266-336-967	CONTRIBUTION-LAW ENFORCEMENT	35,000.00	35,000.00	35,000.00	35,000.00	0.00	0.00	100.00
Total Dept 336-CONTRIBUTIONS		35,000.00	35,000.00	35,000.00	35,000.00	0.00	0.00	100.00
Dept 900-CAPITAL OUTLAY								
266-900-970	EQUIPMENT	162,997.11	85,000.00	85,000.00	22,543.63	573.03	62,456.37	26.52
266-900-974	VEHICLE	0.00	125,000.00	125,000.00	101,672.00	3,482.00	23,328.00	81.34
Total Dept 900-CAPITAL OUTLAY		162,997.11	210,000.00	210,000.00	124,215.63	4,055.03	85,784.37	59.15
TOTAL EXPENDITURES		216,786.32	269,000.00	269,000.00	165,951.08	4,707.03	103,048.92	61.69
Fund 266 - FEDERAL NARCOTICS FUND:								
TOTAL REVENUES		104,627.74	100,000.00	100,000.00	45,690.47	0.00	54,309.53	45.69
TOTAL EXPENDITURES		216,786.32	269,000.00	269,000.00	165,951.08	4,707.03	103,048.92	61.69
NET OF REVENUES & EXPENDITURES		(112,158.58)	(169,000.00)	(169,000.00)	(120,260.61)	(4,707.03)	(48,739.39)	71.16

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GL NUMBER	DESCRIPTION	END BALANCE	2016-17	2016-17	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		06/30/2016	ORIGINAL BUDGET	AMENDED BUDGET	03/31/2017	MONTH 03/31/17	BALANCE	USED
Fund 287 - BUILDING DEPARTMENT FUND								
Revenues								
Dept 000								
287-000-481	SIGN PERMITS	180.00	0.00	0.00	0.00	0.00	0.00	0.00
287-000-484	BUILDING PLAN REVIEW FEES	5,317.82	6,960.00	6,960.00	4,628.00	330.00	2,332.00	66.49
287-000-485	BUILDING PERMIT FEES	45,800.15	37,870.00	72,870.00	67,898.00	4,602.00	4,972.00	93.18
287-000-486	CONTRACTOR'S REGISTRATION	2,550.00	2,500.00	2,500.00	1,815.00	240.00	685.00	72.60
287-000-488	TRADE PERMIT FEES	37,105.00	45,730.00	45,730.00	28,100.00	4,070.00	17,630.00	61.45
287-000-626	COPY & FOIA INCOME	0.00	0.00	0.00	81.32	21.01	(81.32)	100.00
287-000-671	REIMBURSEMENT/OTHER INCOME	55.94	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		91,008.91	93,060.00	128,060.00	102,522.32	9,263.01	25,537.68	80.06
TOTAL REVENUES		91,008.91	93,060.00	128,060.00	102,522.32	9,263.01	25,537.68	80.06
Expenditures								
Dept 226-PERSONNEL								
287-226-731	WORKERS COMP INSURANCE	0.00	500.00	500.00	480.00	0.00	20.00	96.00
287-226-927	ALLOCATE TO DEPARTMENTS	15,613.00	36,854.00	37,397.00	28,556.00	0.00	8,841.00	76.36
Total Dept 226-PERSONNEL		15,613.00	37,354.00	37,897.00	29,036.00	0.00	8,861.00	76.62
Dept 261-GOVERNMENT SHARED SERVICES								
287-261-725	BUILDING INSPECTIONS	41,550.98	17,163.00	27,163.00	13,917.66	910.00	13,245.34	51.24
287-261-737	PLAN REVIEW	0.00	5,800.00	5,800.00	0.00	0.00	5,800.00	0.00
287-261-738	MISC BUILDING ADMINISTRATION	0.00	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
Total Dept 261-GOVERNMENT SHARED SERVICES		41,550.98	25,963.00	35,963.00	13,917.66	910.00	22,045.34	38.70
Dept 270-LEGAL/PROFESSIONAL								
287-270-722	CONTROLLER	2,802.95	2,881.00	2,881.00	1,994.70	0.00	886.30	69.24
287-270-802	AUDIT FEES	900.00	900.00	900.00	900.00	0.00	0.00	100.00
287-270-823	ZONING ADMINISTRATION	810.00	0.00	1,000.00	300.00	0.00	700.00	30.00
Total Dept 270-LEGAL/PROFESSIONAL		4,512.95	3,781.00	4,781.00	3,194.70	0.00	1,586.30	66.82
Dept 301-OPERATING COSTS								
287-301-725	ELECTRIC, PLUMB & MECH INSPECT	8,595.00	23,994.00	23,994.00	14,400.00	1,620.00	9,594.00	60.02
287-301-727	SUPPLIES	1,215.57	500.00	500.00	41.71	0.00	458.29	8.34
287-301-818	CONTRACTUAL SERVICES	0.00	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00
287-301-850	COMMUNICATION	38.15	360.00	450.00	319.91	39.99	130.09	71.09
287-301-910	INSURANCE & BONDS	0.00	600.00	600.00	600.00	0.00	0.00	100.00
287-301-927	ALLOCATE TO DEPARTMENTS	0.00	4,070.00	4,070.00	1,177.00	0.00	2,893.00	28.92
Total Dept 301-OPERATING COSTS		9,848.72	59,524.00	59,614.00	16,538.62	1,659.99	43,075.38	27.74
TOTAL EXPENDITURES		71,525.65	126,622.00	138,255.00	62,686.98	2,569.99	75,568.02	45.34
Fund 287 - BUILDING DEPARTMENT FUND:								
TOTAL REVENUES		91,008.91	93,060.00	128,060.00	102,522.32	9,263.01	25,537.68	80.06

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		06/30/2016	ORIGINAL BUDGET	2016-17 AMENDED BUDGET	03/31/2017	MONTH 03/31/17	BALANCE	USED	
Fund 287 - BUILDING DEPARTMENT FUND									
TOTAL EXPENDITURES		71,525.65	126,622.00	138,255.00	62,686.98	2,569.99	75,568.02	45.34	
NET OF REVENUES & EXPENDITURES		19,483.26	(33,562.00)	(10,195.00)	39,835.34	6,693.02	(50,030.34)	390.73	

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17		YTD BALANCE 03/31/2017	ACTIVITY FOR	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	2016-17 AMENDED BUDGET		MONTH 03/31/17		
Fund 370 - PUBLIC SAFETY BLDG DEBT FD								
Revenues								
Dept 000								
370-000-402	CURRENT PROPERTY TAX	274,941.99	265,135.00	265,135.00	246,219.03	40,175.42	18,915.97	92.87
370-000-445	PENALTY & INTEREST ON TAXES	101.00	0.00	0.00	75.12	45.32	(75.12)	100.00
370-000-588	CONTRIBUTION OTHER FUND(S)	113,546.00	134,968.00	134,968.00	74,317.00	0.00	60,651.00	55.06
370-000-671	REIMBURSEMENT/OTHER INCOME	560.37	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		389,149.36	400,103.00	400,103.00	320,611.15	40,220.74	79,491.85	80.13
TOTAL REVENUES		389,149.36	400,103.00	400,103.00	320,611.15	40,220.74	79,491.85	80.13
Expenditures								
Dept 301-OPERATING COSTS								
370-301-727	SUPPLIES	924.87	1,200.00	1,200.00	373.10	0.00	826.90	31.09
370-301-816	GROUNDS/CLEANG/JANITORL SERVIC	10,190.00	11,500.00	11,500.00	7,526.87	703.42	3,973.13	65.45
370-301-818	CONTRACTUAL SERVICES	8,866.93	10,200.00	10,200.00	6,466.90	0.00	3,733.10	63.40
370-301-850	COMMUNICATION	4,161.67	4,860.00	4,860.00	4,255.39	541.24	604.61	87.56
370-301-910	INSURANCE & BONDS	7,046.00	7,208.00	7,208.00	7,462.00	0.00	(254.00)	103.52
370-301-920	UTILITIES	61,907.13	68,000.00	68,000.00	45,644.81	5,592.62	22,355.19	67.12
370-301-930	REPAIRS & MAINTENANCE	26,302.82	30,000.00	30,000.00	11,613.18	2,400.72	18,386.82	38.71
370-301-938	CHARGEBACKS - PRIOR TAX YEARS	412.57	2,000.00	2,000.00	213.12	0.00	1,786.88	10.66
Total Dept 301-OPERATING COSTS		119,811.99	134,968.00	134,968.00	83,555.37	9,238.00	51,412.63	61.91
Dept 905-DEBT SERVICE								
370-905-942	3 M BOND BLDG AUTH	0.00	0.00	0.00	185,283.00	185,283.00	(185,283.00)	100.00
370-905-943	500K CAPITAL IMP	0.00	0.00	0.00	30,013.50	30,013.50	(30,013.50)	100.00
370-905-945	3.8 M PSB BOND	235,000.00	230,000.00	230,000.00	230,000.00	230,000.00	0.00	100.00
370-905-987	INTEREST 3 M BOND	(14.34)	0.00	0.00	16,690.91	16,690.91	(16,690.91)	100.00
370-905-992	INTEREST 500K BOND	0.00	0.00	0.00	2,703.72	2,703.72	(2,703.72)	100.00
370-905-994	INTEREST 3.8 BOND PSB	40,639.66	35,135.00	35,135.00	35,132.50	17,566.25	2.50	99.99
Total Dept 905-DEBT SERVICE		275,625.32	265,135.00	265,135.00	499,823.63	482,257.38	(234,688.63)	188.52
TOTAL EXPENDITURES		395,437.31	400,103.00	400,103.00	583,379.00	491,495.38	(183,276.00)	145.81
Fund 370 - PUBLIC SAFETY BLDG DEBT FD:								
TOTAL REVENUES		389,149.36	400,103.00	400,103.00	320,611.15	40,220.74	79,491.85	80.13
TOTAL EXPENDITURES		395,437.31	400,103.00	400,103.00	583,379.00	491,495.38	(183,276.00)	145.81
NET OF REVENUES & EXPENDITURES		(6,287.95)	0.00	0.00	(262,767.85)	(451,274.64)	262,767.85	100.00

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		06/30/2016	ORIGINAL BUDGET	AMENDED BUDGET	03/31/2017	MONTH 03/31/17	BALANCE	USED
Fund 571 - WASTEWATER TREATMENT FUND								
Revenues								
Dept 000								
571-000-445	PENALTY & INTEREST ON TAXES	15.33	0.00	0.00	2.14	2.14	(2.14)	100.00
571-000-500	TAP-IN FEES	25,560.00	0.00	0.00	14,200.00	0.00	(14,200.00)	100.00
571-000-651	USAGE FEES	1,345,563.57	1,365,000.00	1,365,000.00	789,138.43	6,013.00	575,861.57	57.81
571-000-665	INTEREST INCOME	3,046.47	1,500.00	1,500.00	776.58	0.00	723.42	51.77
571-000-671	REIMBURSEMENT/OTHER INCOME	9,386.95	1,800.00	1,800.00	5,146.18	154.58	(3,346.18)	285.90
571-000-672	SAD INTEREST	63.76	55.00	55.00	54.68	54.68	0.32	99.42
571-000-690	UNREALIZED GAIN/LOSS	1,062.76	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		1,384,698.84	1,368,355.00	1,368,355.00	809,318.01	6,224.40	559,036.99	59.15
TOTAL REVENUES		1,384,698.84	1,368,355.00	1,368,355.00	809,318.01	6,224.40	559,036.99	59.15
Expenditures								
Dept 226-PERSONNEL								
571-226-701	SALARIES	65,499.98	65,500.00	65,500.00	50,384.60	5,038.46	15,115.40	76.92
571-226-702	SALARIES	197,156.09	199,624.00	199,624.00	152,948.70	15,353.42	46,675.30	76.62
571-226-711	SALARIES-OVERTIME	2,308.45	18,000.00	18,000.00	4,447.17	1,165.45	13,552.83	24.71
571-226-715	SOCIAL SECURITY	20,279.39	21,660.00	21,660.00	15,765.62	1,630.25	5,894.38	72.79
571-226-716	HOSPITALIZATION	98,532.49	108,900.00	108,900.00	82,176.42	6,101.01	26,723.58	75.46
571-226-717	LIFE/DISB. INSURANCE	3,021.24	3,175.00	3,175.00	2,517.70	251.77	657.30	79.30
571-226-718	PENSION	24,684.45	25,417.00	25,417.00	19,495.68	1,955.12	5,921.32	76.70
571-226-720	BANKED PTO	646.50	0.00	0.00	0.00	0.00	0.00	0.00
571-226-731	WORKERS COMP INSURANCE	4,640.00	6,750.00	6,750.00	5,898.70	0.00	851.30	87.39
571-226-957	TRAINING & DEVELOPMENT	670.00	3,500.00	3,500.00	260.00	50.00	3,240.00	7.43
Total Dept 226-PERSONNEL		417,438.59	452,526.00	452,526.00	333,894.59	31,545.48	118,631.41	73.78
Dept 270-LEGAL/PROFESSIONAL								
571-270-722	CONTROLLER	19,620.65	20,170.00	20,170.00	13,962.90	0.00	6,207.10	69.23
571-270-802	AUDIT FEES	6,300.00	6,300.00	6,300.00	6,300.00	0.00	0.00	100.00
571-270-803	LEGAL	0.00	500.00	500.00	0.00	0.00	500.00	0.00
571-270-806	ENGINEER	44,134.07	30,000.00	30,000.00	519.30	0.00	29,480.70	1.73
Total Dept 270-LEGAL/PROFESSIONAL		70,054.72	56,970.00	56,970.00	20,782.20	0.00	36,187.80	36.48
Dept 301-OPERATING COSTS								
571-301-727	SUPPLIES	1,987.86	2,500.00	2,500.00	1,131.62	29.64	1,368.38	45.26
571-301-740	OPERATING SUPPLIES	45,464.92	55,000.00	55,000.00	34,477.16	5,912.79	20,522.84	62.69
571-301-741	UNIFORMS/GEAR & ALLOWANCE	1,178.22	2,500.00	2,500.00	1,195.48	0.00	1,304.52	47.82
571-301-807	MEMBERSHIP DUES	620.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
571-301-817	LAB & TESTING	4,630.00	7,000.00	7,000.00	2,965.00	15.00	4,035.00	42.36
571-301-819	COLLECTION SYS ANNUAL MAINT	32,556.06	55,000.00	55,000.00	23,601.07	13,735.87	31,398.93	42.91
571-301-825	SEWER ADMINISTRATION FEES	37,500.00	37,500.00	37,500.00	37,500.00	0.00	0.00	100.00
571-301-850	COMMUNICATION	5,700.71	6,000.00	6,000.00	3,380.99	374.96	2,619.01	56.35
571-301-851	POSTAGE	2,442.09	2,500.00	2,500.00	2,692.78	0.00	(192.78)	107.71
571-301-900	PRINTING & PUBLICATIONS	19.38	200.00	200.00	15.00	15.00	185.00	7.50
571-301-910	INSURANCE. & BONDS	21,112.00	21,598.00	21,598.00	24,272.00	0.00	(2,674.00)	112.38
571-301-920	UTILITIES	93,615.58	100,000.00	100,000.00	72,214.05	9,280.55	27,785.95	72.21
571-301-930	REPAIRS & MAINTENANCE	45,288.40	110,000.00	110,000.00	61,398.76	7,740.35	48,601.24	55.82
571-301-940	RENTAL EQUIPMENT	828.00	750.00	750.00	853.13	155.40	(103.13)	113.75
571-301-950	LAND LEASING	257.75	260.00	260.00	0.00	0.00	260.00	0.00

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REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

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PERIOD ENDING 03/31/2017
% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17		YTD BALANCE 03/31/2017	ACTIVITY FOR	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	2016-17 AMENDED BUDGET		MONTH 03/31/17		
Fund 571 - WASTEWATER TREATMENT FUND								
Expenditures								
571-301-968	DEPRECIATION EXPENSE	255,587.15	255,461.00	255,461.00	0.00	0.00	255,461.00	0.00
Total Dept 301-OPERATING COSTS		548,788.12	657,269.00	657,269.00	265,697.04	37,259.56	391,571.96	40.42
Dept 333-TRANSPORTATION								
571-333-860	FUEL & MILEAGE	4,768.10	7,000.00	7,000.00	4,022.38	692.00	2,977.62	57.46
571-333-930	REPAIRS & MAINTENANCE	430.88	1,500.00	1,500.00	153.84	0.00	1,346.16	10.26
Total Dept 333-TRANSPORTATION		5,198.98	8,500.00	8,500.00	4,176.22	692.00	4,323.78	49.13
Dept 528-O & M - BOND & INTEREST								
571-528-954	AGENT FEES	648.14	700.00	700.00	549.01	0.00	150.99	78.43
571-528-989	INTEREST 1992 BOND	13,938.76	12,240.00	12,240.00	12,238.76	6,119.38	1.24	99.99
571-528-995	DEBT SERVICE - INTEREST	24,758.38	10,370.00	10,370.00	5,185.00	0.00	5,185.00	50.00
Total Dept 528-O & M - BOND & INTEREST		39,345.28	23,310.00	23,310.00	17,972.77	6,119.38	5,337.23	77.10
Dept 900-CAPITAL OUTLAY								
571-900-970	EQUIPMENT	0.00	90,000.00	90,000.00	36,654.00	0.00	53,346.00	40.73
Total Dept 900-CAPITAL OUTLAY		0.00	90,000.00	90,000.00	36,654.00	0.00	53,346.00	40.73
TOTAL EXPENDITURES		1,080,825.69	1,288,575.00	1,288,575.00	679,176.82	75,616.42	609,398.18	52.71
Fund 571 - WASTEWATER TREATMENT FUND:								
TOTAL REVENUES		1,384,698.84	1,368,355.00	1,368,355.00	809,318.01	6,224.40	559,036.99	59.15
TOTAL EXPENDITURES		1,080,825.69	1,288,575.00	1,288,575.00	679,176.82	75,616.42	609,398.18	52.71
NET OF REVENUES & EXPENDITURES		303,873.15	79,780.00	79,780.00	130,141.19	(69,392.02)	(50,361.19)	163.13

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REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

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PERIOD ENDING 03/31/2017
% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17 ORIGINAL BUDGET	2016-17 AMENDED BUDGET	YTD BALANCE 03/31/2017	ACTIVITY FOR MONTH 03/31/17	AVAILABLE BALANCE	% BDGT USED
Fund 815 - DIST # 5 SEVEN MILE SEWER								
Revenues								
Dept 000								
815-000-665	INTEREST INCOME	386.66	150.00	150.00	97.75	0.00	52.25	65.17
815-000-672	SAD INTEREST	9,257.90	7,950.00	7,950.00	7,254.80	7,254.80	695.20	91.26
815-000-690	UNREALIZED GAIN/LOSS	137.97	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		9,782.53	8,100.00	8,100.00	7,352.55	7,254.80	747.45	90.77
TOTAL REVENUES		9,782.53	8,100.00	8,100.00	7,352.55	7,254.80	747.45	90.77
Expenditures								
Dept 301-OPERATING COSTS								
815-301-968	DEPRECIATION EXPENSE	17,519.00	17,519.00	17,519.00	0.00	0.00	17,519.00	0.00
Total Dept 301-OPERATING COSTS		17,519.00	17,519.00	17,519.00	0.00	0.00	17,519.00	0.00
Dept 905-DEBT SERVICE								
815-905-995	DEBT SERVICE - INTEREST	8,101.94	7,153.00	7,153.00	7,153.24	3,576.62	(0.24)	100.00
Total Dept 905-DEBT SERVICE		8,101.94	7,153.00	7,153.00	7,153.24	3,576.62	(0.24)	100.00
TOTAL EXPENDITURES		25,620.94	24,672.00	24,672.00	7,153.24	3,576.62	17,518.76	28.99
Fund 815 - DIST # 5 SEVEN MILE SEWER:								
TOTAL REVENUES		9,782.53	8,100.00	8,100.00	7,352.55	7,254.80	747.45	90.77
TOTAL EXPENDITURES		25,620.94	24,672.00	24,672.00	7,153.24	3,576.62	17,518.76	28.99
NET OF REVENUES & EXPENDITURES		(15,838.41)	(16,572.00)	(16,572.00)	199.31	3,678.18	(16,771.31)	1.20

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REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

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PERIOD ENDING 03/31/2017

% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE	2016-17	2016-17	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT	
		06/30/2016	ORIGINAL BUDGET	AMENDED BUDGET	03/31/2017	MONTH 03/31/17	BALANCE	USED	
Fund 825 - WHITMORE LAKE SEWER DISTRICT									
Revenues									
Dept 000									
825-000-445	PENALTY & INTEREST ON TAXES	14.86	0.00	0.00	0.00	0.00	0.00	0.00	
825-000-668	BOND PROCEEDS	800,000.00	0.00	0.00	0.00	0.00	0.00	0.00	
825-000-672	SAD INTEREST	0.00	0.00	38,000.00	38,000.02	38,000.02	(0.02)	100.00	
Total Dept 000		800,014.86	0.00	38,000.00	38,000.02	38,000.02	(0.02)	100.00	
TOTAL REVENUES		800,014.86	0.00	38,000.00	38,000.02	38,000.02	(0.02)	100.00	
Expenditures									
Dept 301-OPERATING COSTS									
825-301-968	DEPRECIATION EXPENSE	0.00	0.00	12,000.00	0.00	0.00	12,000.00	0.00	
Total Dept 301-OPERATING COSTS		0.00	0.00	12,000.00	0.00	0.00	12,000.00	0.00	
Dept 905-DEBT SERVICE									
825-905-906	BOND ISSUANCE COST	46,841.68	0.00	0.00	0.00	0.00	0.00	0.00	
825-905-954	AGENT FEES	0.00	0.00	500.00	500.00	0.00	0.00	100.00	
825-905-986	INTEREST EXPENSE - WL SAD BONI	0.00	0.00	26,140.00	26,137.03	11,446.89	2.97	99.99	
825-905-998	BOND INTEREST	(3,314.85)	0.00	0.00	0.00	0.00	0.00	0.00	
Total Dept 905-DEBT SERVICE		43,526.83	0.00	26,640.00	26,637.03	11,446.89	2.97	99.99	
TOTAL EXPENDITURES		43,526.83	0.00	38,640.00	26,637.03	11,446.89	12,002.97	68.94	
Fund 825 - WHITMORE LAKE SEWER DISTRICT:									
TOTAL REVENUES		800,014.86	0.00	38,000.00	38,000.02	38,000.02	(0.02)	100.00	
TOTAL EXPENDITURES		43,526.83	0.00	38,640.00	26,637.03	11,446.89	12,002.97	68.94	
NET OF REVENUES & EXPENDITURES		756,488.03	0.00	(640.00)	11,362.99	26,553.13	(12,002.99)	1,775.47	

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REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

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PERIOD ENDING 03/31/2017

% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17 ORIGINAL BUDGET	2016-17 AMENDED BUDGET	YTD BALANCE 03/31/2017	ACTIVITY FOR MONTH 03/31/17	AVAILABLE BALANCE	% BDGT USED
Fund 890 - N.T. SEWER DISTRICT								
Revenues								
Dept 000								
890-000-665	INTEREST INCOME	1,897.81	750.00	750.00	483.33	0.00	266.67	64.44
890-000-672	SAD INTEREST	38,781.46	27,897.00	27,897.00	27,259.06	26,852.52	637.94	97.71
890-000-690	UNREALIZED GAIN/LOSS	663.75	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		41,343.02	28,647.00	28,647.00	27,742.39	26,852.52	904.61	96.84
TOTAL REVENUES		41,343.02	28,647.00	28,647.00	27,742.39	26,852.52	904.61	96.84
Expenditures								
Dept 301-OPERATING COSTS								
890-301-968	DEPRECIATION EXPENSE	74,187.00	74,187.00	74,187.00	0.00	0.00	74,187.00	0.00
Total Dept 301-OPERATING COSTS		74,187.00	74,187.00	74,187.00	0.00	0.00	74,187.00	0.00
Dept 905-DEBT SERVICE								
890-905-954	AGENT FEES	414.36	450.00	450.00	350.99	0.00	99.01	78.00
890-905-998	INTEREST NT BOND	15,829.12	6,630.00	6,630.00	3,315.00	0.00	3,315.00	50.00
Total Dept 905-DEBT SERVICE		16,243.48	7,080.00	7,080.00	3,665.99	0.00	3,414.01	51.78
TOTAL EXPENDITURES		90,430.48	81,267.00	81,267.00	3,665.99	0.00	77,601.01	4.51
Fund 890 - N.T. SEWER DISTRICT:								
TOTAL REVENUES		41,343.02	28,647.00	28,647.00	27,742.39	26,852.52	904.61	96.84
TOTAL EXPENDITURES		90,430.48	81,267.00	81,267.00	3,665.99	0.00	77,601.01	4.51
NET OF REVENUES & EXPENDITURES		(49,087.46)	(52,620.00)	(52,620.00)	24,076.40	26,852.52	(76,696.40)	45.76
TOTAL REVENUES - ALL FUNDS		6,682,083.80	5,912,445.00	6,469,078.00	4,640,064.11	578,869.34	1,829,013.89	71.73
TOTAL EXPENDITURES - ALL FUNDS		5,611,878.73	6,111,088.00	7,509,874.00	4,697,205.87	806,210.69	2,812,668.13	62.55
NET OF REVENUES & EXPENDITURES		1,070,205.07	(198,643.00)	(1,040,796.00)	(57,141.76)	(227,341.35)	(983,654.24)	5.49

Supervisor's Report

From: Marlene Chockley

Date: April 5, 2017

Dear Board of Trustees,

Below are the main issues and points of information with which I've been dealing in the past month.

6 Mile Road – Horseshoe Lake Drain Culvert

The Road Commission has informed us that a culvert has deteriorated and is in need of replacement on 6 Mile Road near Oliver. Weight restrictions have been placed on it which advises that vehicles over 10 tons should not cross over. That would require our fire truck to take a longer alternate route to serve homes beyond that point. The original projection of when it could be replaced was 2018 due to permitting and project management issues. Such a delay was unacceptable so Chief Wagner and I met with the Road Commission and Water Resource Commissioner Evan Pratt to discuss timing and to explore funding options. An additional complication is the upcoming closure of the 6 Mile Road bridge over US 23 from mid-June until September. We are targeting replacement, which will take an estimated 2 weeks, for as soon as possible after the 6 Mile Road bridge reopens in September. Cost estimates were determined to total \$229,000. The township would be required to provide one third, or \$76,000, which can be financed by the county treasurer over 3 years under an arrangement with the Water Resources Commissioner.

North Village

Paul Lippens and I discussed the best way to assess the market for the North Village site. An RFP (request for proposal) was discussed at the last Board meeting. However, for a developer to produce a document to respond to an RFP is a very labor intensive project with no guarantee of success. A less onerous option is to do an RFQ (request for qualifications) which would provide us some guidance in what could be provided. I will also see what assistance the Michigan Economic Development Corporation can provide. We will continue to assess support within the community for the concept plan. Please provide your thoughts concerning next steps.

Wastewater Treatment and Policy

The flow monitors were placed on Monday, April 2. I spoke with Brian Rubel and he believes that they will begin to get some data in a couple of weeks.

We plan to meet together with Dan Willis to assess our options and begin to develop draft policy in the next couple of weeks. Brian Rubel believes we can have a policy ready for Board review in about two months.

Controller

We are continuing to interview controller candidates and hope to have a recommendation soon. By our next Board meeting, Rick Yaeger will have worked his last Saturday at the township and we will have spent the day preparing departmental worksheets and working on the budget.

Board of Review

The Board of Review met to hear appeals of property tax assessments on March 14, 16, and 17. They acted on the 40 petitions filed. Regardless of the determination of the Board of Review, filing a petition safeguards the petitioner's right to appeal to the Michigan Tax Tribunal.

The tax roll has also been submitted to the County as required by our assessor, Tom Monchak. I would like to thank him, assessing assistant Mary Bird, and our Board of Review members, Bob Erickson, Scott Chisholm, and Terry Webb, for their service to the community and for conscientiously discharging their duties.

Washtenaw Area Transportation Study

We passed the 2019 Transportation Improvement Plan which included restoration and rehabilitation for Main Street from 6 Mile Road to East Shore Drive. A roundabout will be built at North Territorial and Pontiac Trail and the signals will be interconnected along North Territorial from Whitmore Lake Road to Dexter Pinckney Road for congestion mitigation and air quality improvement.

Please call me if you have any questions.

Thank you.



Marlene Chockley

Memo

To: Northfield Township Board of Trustees
From: Marlene Chockley, Supervisor
RE: Weed Control SAD for Whitmore Lake
Date: 4-6-17

Trustees,

Since 2003, Whitmore Lake has had the benefit of an SAD that has raised funds for programming to control non-native invasive weeds. The SAD is expiring and the Washtenaw County Board of Public Works is asking the affected property owners if they would like to renew the SAD for another 5 years.

The Project will provide lake improvement to Whitmore Lake in Washtenaw and Livingston Counties in order to provide control of non-native invasive weeds including other items that will provide enhanced recreational opportunities for lake properties. The project will include chemical application and monitoring during the 5-year project. It will also include all necessary regulatory approvals and studies for the application.

The total cost of the Project over a five-year period is estimated at \$454,000.

This agenda item was added in order to inform the public that this program is being considered again and to solicit input. Please refer to the graphic representing the process that needs to be followed to accomplish the establishment of the SAD for the next 5 years. Beyond the request for approval of a supporting resolution by the Northfield Township Board which will come before us at our April 25 meeting, each property owner in the SAD would be informed of the two public hearings that would be held prior to its establishment.

Jeff Krcmarik will attend our meeting to answer any questions.

Thank you for your consideration.

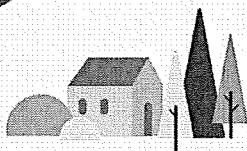


Marlene Chockley

Implementing a Lake Management Program

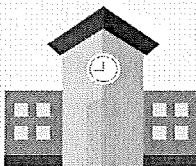
through Washtenaw County using Public Act 185

Lake management and improvement projects help control invasive and nuisance aquatic weeds - improving water quality, enhancing fishing habitats, protecting and increasing property values and expanding recreational opportunities.



step 1

Lake community property owners meet with the Washtenaw County Public Works Division to determine interest in project



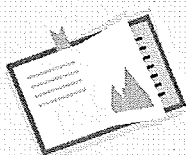
step 2

Property owners ask their elected officials to support a project with the Washtenaw County Board of Public Works (BPW)



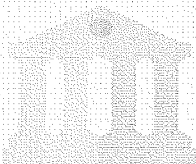
step 3

Municipality approves Initiating Resolution requesting assistance from the BPW



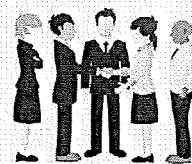
step 6

A Lake Management/Improvement Plan is developed and a Special Assessment District is identified



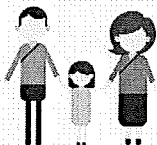
step 5

Washtenaw County Board of Commissioners approves resolution to proceed



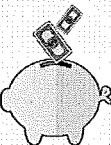
step 4

BPW approves resolution to proceed



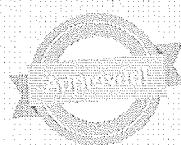
step 7

BPW holds two public hearings to gather feedback on the plan



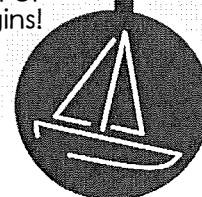
step 8

If BPW decides to proceed with the project, they pass a resolution to place the Special Assessment on the December Tax Roll



step 9

Implementation of the project begins!



Implementing a Lake Management Program through Washtenaw County

Since 2003 Washtenaw County Public Works Division has provided lake management oversight to control invasive weeds. The County's Board of Public Works has created special assessment districts under PA 185 through multiple jurisdictions to fund the projects. The programs have mainly dealt with aquatic invasive species of vegetation however, other management issues may include water quality monitoring and fisheries studies. Many Michigan lakes have been affected by non-native invasive species of aquatic vegetation. Using various legislative methods such as lake boards and special assessment districts (SADs) using PA 188 are commonly used to create districts to provide funding for management programs. Using PA 185 will allow a streamlined process when working with multiple jurisdictions. Whitmore Lake had created a special assessment district in 2003 which covers two counties and two townships. The first project lasted 3 years. The projects are scheduled for five years, if there is a desire to continue the project beyond that time frame, the special assessment district creation process is repeated.

Since 2003 Washtenaw County has developed two additional projects. During the budget planning process we assume the worst and hope for the best. This has led to fund balances for the next five year projects. The project between 2006-2011 only collected 50% of the assessment. During the last assessment period one year only 50% needed to be collected. Washtenaw County hires a third party consultant to oversee the lake's response to the treatments and makes recommendations to the applicator for the most effective use of the herbicides.

The last 5 year assessment was created in 2012 and monies remain in the fund balance for applying herbicides in 2017. The five year assessment will need to be approved by September of 2017 as to collect monies on the winter tax bill if approved.

The budget as developed by Aquest, our third party consultant, will be lower by 20%. Therefore the amount assessed will be lowered by 20%.

The charges and the type of parcels included therein are as follows:

- (1) Basic Charge (\$177): All commercial and residential properties within the SAD shall be assessed the Basic Charge.
- (2) Waterfront Charge (\$670): Any commercial or residential property with any part of the parcel abutting the waters of Whitmore Lake (lake, lagoon or canal) shall be assessed the Waterfront Charge in addition to the Basic Charge.
- (3) Commercial Charge (\$670-\$4,235): All Commercial parcels within the SAD shall be assessed the Commercial Charge in addition to the Basic Charge and the Waterfront Charge (if applicable).
The Commercial Charge is determined by multiplying the Commercial Charge by a factor number that is assigned based on the use of the parcel. Some commercial

properties derive a greater benefit than others based on the parcel's use. Therefore, the following subcategories define the factor numbers for the commercial properties.

<u>Subcategory</u>	<u>Factor Number</u>
1. Multi-Family	
a. 2 to 5 Units	1
b. 6 to 10 Units	2
c. 11 to 15 Units	3
d. 16 to 20 Units	4
e. 21 or More Units	5
2. Marina	5
3. Other	1

Non–waterfront residential	\$35.50 per year
Waterfront residential	\$134 per year
Waterfront commercial and multi-family properties	\$134 - \$838 per year

Washtenaw County provides transparency by providing all project reports, budgets and notices on its lake management website [Lake Management Projects —](#)

Please call me at 734-222-6865 if you have questions.

Jeff Krcmarik RS

Environmental Program Supervisor

Office of the Water Resources Commissioner

Whitmore Lake Improvement Project

Lake Treatment Costs (includes permit fee, mailings & postings)

First year	\$	82,325
Second year	\$	84,795
Third year	\$	87,339
Fourth Year	\$	89,959
Fifth Year	\$	92,658
Total - Plan Implementation	\$	437,076

	Hours	Average Hourly Rate	
PA 185 Project Development Costs			
Special assessment and project documents and approvals	50	\$75	\$ 3,750
Public Notice prep	10	\$75	\$ 750
Public Notice publication			\$ 1,200
Printing and Mailing			\$ 500
BPW meetings			\$ 350
Total - Project Development Costs			\$ 6,550

Project Management Costs			
Lake Management Specialist	550	\$110	\$ 60,500
Contract Administration/Project Management	75	\$75	\$ 5,625
Administer Special Assessment Roll	150	\$75	\$ 11,250
Total - Project Management Costs			\$ 77,375

Contingencies	\$	52,100
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Total Project Cost	\$	573,101
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Carryover Balance	\$	120,000
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Total assessment amount/5 years	\$	453,101
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Memo

To: Northfield Township Board of Trustees
From: Marlene Chockley, Supervisor
RE: SDD Liquor License -- Request for Local Government Approval
Date: 4-5-17

Dear Trustees,

Mr. Soamer Jamil is requesting approval of his application for an SDD liquor license through the State of Michigan Liquor Control Commission. This license would allow him to sell packaged liquor at his store at 52 Barker Road, Whitmore Lake.

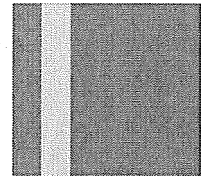
I recommend approval of the application.

Thank you for your consideration.

Marlene Chockley

Little Porky's

52 Barker Rd, Whitmore Lake, MI 48189
(734) 449-5252 Littleporkys@yahoo.com



April 3, 2017

Northfield Township Board of Trustees

Dear Northfield Township Board of Trustees,

I have been in business in Whitmore Lake and an active supporter of the community for 11 years and have been licensed to sell beer and wine at my party store. A recent change in state law now allows me to apply for a license to increase my offerings to sell packaged liquor.

I am requesting that you please review my application and provide the township's approval.

Thank you for your cooperation.

Sincerely,

Soamer Jamil





Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____
Request ID: _____
(For MLCC Use Only)

Retail License & Permit Application

For information on retail licenses and permits, including a checklist of required documents for a completed application, please visit the Liquor Control Commission's frequently asked questions website [by clicking this link](#).

Part 1 - Applicant Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it is filed with the State of Michigan Corporation Division.

Applicant name(s): Little Porky's On Main, Inc.	
Address to be licensed: 52 Barker Rd	
City: Whitmore Lake	Zip Code: 48189
City/township/village where license will be issued: Northfield Township	County: Washtenaw
Federal Employer Identification Number (FEIN): 20-3503757	

1. Are you requesting a new license? ☒ Yes ☐ No
2. Are you applying ONLY for a new permit or permission? ☒ Yes ☐ No
3. Are you buying an existing license? ☐ Yes ☒ No
4. Are you modifying the size of the licensed premises? ☐ Yes ☒ No
If Yes, specify: ☐ Adding Space ☐ Dropping Space ☐ Redefining Licensed Premises
5. Are you transferring the location of an existing license? ☐ Yes ☒ No
6. Is this license being transferred as the result of a default or court action? ☐ Yes ☒ No
7. Do you intend to use this license actively? ☒ Yes ☐ No

Leave Blank - MLCC Use Only

Part 2 - License Transfer Information (If Applicable)

If transferring ownership of a license ONLY and not transferring the location of a license, fill out only the name of the current licensee(s)

Current licensee(s):	
Current licensed address:	
City:	Zip Code:
City/township/village where license is issued:	County:

Part 3 - Licenses, Permits, and Permissions

Off Premises Licenses - Applicants for off premises licenses, permits, and permissions (e.g. convenience, grocery, specialty food stores, etc.) must complete the attached Schedule A and return it with this application. Transfer the fee calculations from the Schedule A to Part 4 below.

On Premises Licenses - Applicants for on premises licenses, permits, and permissions (e.g. restaurants, hotels, bars, etc.) must complete the attached Schedule A and return it with this application. Transfer the fee calculations from the Schedule A to Part 4 below.

Part 4 - Inspection, License, and Permit Fees - Make checks payable to State of Michigan

Inspection Fees - Pursuant to MCL 436.1529(4) a nonrefundable inspection fee of \$70.00 shall be paid to the Commission by an applicant or licensee at the time of filing of a request for a new license or permit, a request to transfer ownership or location of a license, a request to increase or decrease the size of the licensed premises, or a request to add a bar. Requests for a new permit in conjunction with a request for a new license or transfer of an existing license do not require an additional inspection fee.

License and Permit Fees - Pursuant to MCL 436.1525(1), license and permit fees shall be paid to the Commission for a request for a new license or permit or to transfer ownership or location of an existing license.

Inspection Fees:	License & Permit Fees: \$172.50	TOTAL FEES: \$172.50
------------------	---------------------------------	-----------------------------

Schedule A - Licenses, Permits, & Permissions

Applicant name: Little Porky's On Main, Inc.

Off Premises License Type:	Base Fee:	Fee Code MLCC Use Only
New Transfer		
<input type="checkbox"/> <input type="checkbox"/> SDM License	\$100.00	
<input checked="" type="checkbox"/> <input type="checkbox"/> SDD License	\$150.00	4012
<input type="checkbox"/> <input type="checkbox"/> Resort SDD License Upon Licensure/\$150.00		

Off Premises Permits:	Base Fee:	Fee Code MLCC Use Only
<input type="checkbox"/> Sunday Sales Permit (AM)*	\$160.00	
<input checked="" type="checkbox"/> Sunday Sales Permit (PM)** (Held with SDD License)	\$22.50	4032
<input type="checkbox"/> Catering Permit	\$100.00	
<input type="checkbox"/> Secondary Location Permit - Complete <u>Form LCC-201</u>		
<input type="checkbox"/> Beer and Wine Tasting Permit	No charge	
<input type="checkbox"/> Living Quarters Permit	No charge	

On/Off Premises Permission Type:	Base Fee:
<input type="checkbox"/> Off-Premises Storage	No charge
<input type="checkbox"/> Direct Connection(s)	No charge
<input type="checkbox"/> Motor Vehicle Fuel Pumps	No charge

*Sunday Sales Permit (AM) allows the sale of liquor, beer, and wine on Sunday mornings between 7:00am and 12:00 noon, if allowed by the local unit of government.

**Sunday Sales Permit (PM) allows the sale of liquor on Sunday afternoons and evenings between 12:00 noon and 2:00am (Monday morning), if allowed by the local unit of government. No Sunday Sales Permit (PM) is required for the sale of beer and wine on Sunday after 12:00 noon. The Sunday Sales Permit (PM) fee is 15% of the fee for the license that allows the sale of liquor. Additional bar fees and B-Hotel room fees are also calculated as part of the permit fee.

Licenses, permits, and permissions selected on this form will be investigated as part of your request. Please verify your information prior to submitting your application, as some licenses, permits, or permissions cannot be added to your request once the application has been sent out for investigation by the Enforcement Division.

Inspection, License, Permit, & Permission Fee Calculation

Number of Licenses: _____ x \$70.00 Inspection Fee

Total Inspection Fee(s): _____

Total License Fee(s): \$150.00

Total Permit Fee(s): \$22.50

TOTAL FEES DUE: \$172.50

Please note that requests to transfer SDD licenses will require the payment of additional fees based on the seller's previous calendar year's sales. These fees will be determined prior to issuance of the license to the applicant.

Make checks payable to **State of Michigan**

On Premises License Type:	Base Fee:	Fee Code MLCC Use Only
New Transfer		
<input type="checkbox"/> <input type="checkbox"/> B-Hotel License	\$600.00	
Number of guest rooms: _____		
<input type="checkbox"/> <input type="checkbox"/> A-Hotel License	\$250.00	
Number of guest rooms: _____		
<input type="checkbox"/> <input type="checkbox"/> Class C License	\$600.00	
<input type="checkbox"/> <input type="checkbox"/> Tavern License	\$250.00	
<input type="checkbox"/> <input type="checkbox"/> Resort License	Upon Licensure	
<input type="checkbox"/> <input type="checkbox"/> Redevelopment License	Upon Licensure	
<input type="checkbox"/> <input type="checkbox"/> Brewpub License	\$100.00	
<input type="checkbox"/> <input type="checkbox"/> G-1 License	\$1,000.00	
<input type="checkbox"/> <input type="checkbox"/> G-2 License	\$500.00	
<input type="checkbox"/> <input type="checkbox"/> Aircraft License	\$600.00	
<input type="checkbox"/> <input type="checkbox"/> Watercraft License	\$100.00	
<input type="checkbox"/> <input type="checkbox"/> Train License	\$100.00	
<input type="checkbox"/> <input type="checkbox"/> Continuing Care Retirement Center License	\$600.00	
<input type="checkbox"/> MCL 436.1545(1)(b)(i) <input type="checkbox"/> MCL 436.1545(1)(b)(iii)		

B-Hotel or Class C Licenses Only:

<input type="checkbox"/> <input type="checkbox"/> Additional Bar(s)	
Number of Additional Bars: _____	

B-Hotel or Class C licenses allow licensees to have one (1) bar within the licensed premises. A \$350.00 licensing fee is required for each additional bar over the one (1) bar initially issued with the license.

On Premises Permits:	Base Fee:
<input type="checkbox"/> Sunday Sales Permit (AM)*	\$160.00
<input type="checkbox"/> Sunday Sales Permit (PM)**	15%**
<input type="checkbox"/> Catering Permit	\$100.00
<input type="checkbox"/> Banquet Facility Permit - Complete <u>Form LCC-200</u>	

A Banquet Facility Permit is an extension of the license at a different location. It may have its own permits and permissions. It is not a banquet room on the licensed premises.

<input type="checkbox"/> Outdoor Service	No charge
<input type="checkbox"/> Dance Permit	No charge
<input type="checkbox"/> Entertainment Permit	No charge
<input type="checkbox"/> Extended Hours Permit:	No charge

☐ Dance ☐ Entertainment Days/Hours: _____

☐ Specific Purpose Permit: No charge

Activity requested: _____

Days/Hours requested: _____

<input type="checkbox"/> Living Quarters Permit	No charge
<input type="checkbox"/> Topless Activity Permit	No charge

Part 6 - Contact Information

Provide information on the contact person for this application. Please note that corporations and limited liability companies must provide documentation (e.g. meeting minutes, corporate resolution) authorizing anyone other than the applicant or an attorney of record to be the contact person. If an authorization is not provided, your contact person will not be acknowledged if they are anyone other than the applicant or attorney.

What is your preferred method of contact?		<input checked="" type="radio"/> Phone	<input type="radio"/> Mail	<input type="radio"/> Email	<input type="radio"/> Fax
What is your preferred method for receiving a Commission Order?		<input type="radio"/> Mail	<input checked="" type="radio"/> Email	<input type="radio"/> Fax	
Contact name: Soamer Jamil	Relationship: Self				
Mailing address: 52 Barker Rd, Whitmore Lake, MI 48189					
Phone: 248-767-8949	Fax number:	Email: Littleporkys@yahoo.com			

Part 7 - Attorney Information (If You Have An Attorney Representing You For This Application)

Attorney name:		Member Number: P-	
Attorney address:			
Phone:	Fax number:	Email:	
Would you prefer that we contact your attorney for all licensing matters related to this application?		<input type="radio"/> Yes	<input type="radio"/> No
Would you prefer any notices or closing packages be sent directly to your attorney?		<input type="radio"/> Yes	<input type="radio"/> No

Part 8 - Signature of Applicant


Be advised that the information contained in this application will only be used for this request. This section will need to be completed for each subsequent request you make with this office.

Notice: When purchasing a license, a buyer can be held liable for tax debts incurred by the previous owner. Prior to committing to the purchase of any license or establishment, the buyer should request a tax clearance certificate from the seller that indicates that all taxes have been paid up to the date of issuance. Obtaining sound professional assistance from an attorney or accountant can be helpful to identify and avoid any pitfalls and hidden liabilities when buying even a portion of a business. Sellers can make a request for the tax clearance certificate through the Michigan Department of Treasury.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this license for the sale of alcoholic liquor on the licensed premises.

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

The person signing this form has demonstrated that they have authorization to do so and have attached appropriate documentation as proof.

Soamer Jamil, President		4-03-17
Print Name of Applicant & Title	Signature of Applicant	Date

Please return this completed form along with corresponding documents and fees to:
Michigan Liquor Control Commission
Mailing address: P.O. Box 30005, Lansing, MI 48909
Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933
Fax to: 517-373-4202



Local Government Approval

(Authorized by MCL 436.1501)

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

Instructions for Local Legislative Body:

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a _____ regular _____ meeting of the _____ Northfield Township _____ council/board
(regular or special) (township, city, village)

called to order by _____ Marlene Chockley _____ on _____ April 11, 2017 _____ at _____ 7:00 PM _____
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from _____ Little Porky's On Main, Inc _____
(name of applicant)

for the following license(s): _____ SDD License with Sunday Sales Permit (PM) _____
(list specific licenses requested)

to be located at: _____ 52 Barker Road, Whitmore Lake, MI 48189 _____

and the following permit, if applied for:

☐ Banquet Facility Permit Address of Banquet Facility: _____

It is the consensus of this body that it _____ this application be considered for
(recommends/does not recommend)

approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the _____ Northfield Twp _____
council/board at a _____ regular _____ meeting held on _____ April 11, 2017 _____
(regular or special) (date) (township, city, village)

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933

Fax to: 517-763-0059



RECEIVED

MAR 15 2017

NORTHFIELD TOWNSHIP

**Civic Event Application
Northfield Township**

8350 Main Street
Whitmore Lake, Michigan 48189
(734) 449-2880

**OFFICE USE
ONLY**

3/15/17
Date Received

By

FEE - \$100.00

Date Received

By

**** APPLICATIONS MUST BE FILLED OUT COMPLETELY BEFORE THEY WILL BE CONSIDERED FOR REVIEW ****

Application Date Whitmore Lake 4th of July Fireworks Committee Name of Applicant Dennis Cazan
Name of Organization

P.O. Box 424 Whitmore Lake MI 48189
Street Address City State Zip

734-368-1668 734-449-0664 Work Phone Fax
Cell Phone Home Phone

dennis.cazan@yahoo.com
Email Address (optional)

4th of July Fireworks
Event Title

On Whitmore Lake
Event Location

EVENT DAYS / TIMES (Please stipulate the following information for each date of event)

DATE	Day of Week	Beginning Time	Ending Time
1-July - 2017	Saturday	10PM	11PM

Either 6am or 10am	2 - July - 2017	2 - July - 2017
Set up Time/Day	Tear down Time / Day*	Rain Date (if applicable)

* Tear down time will be strictly enforced. It is the applicant's responsibility to ensure the teardown of all materials with their on-site vendors, sponsors, etc. is complete by the teardown time given above.

ORGANIZATION / APPLICANT INFORMATION

Applications for Civic Events in Northfield Township shall NOT be approved for applicants in default to the Township. Therefore, each Application for Civic Events shall be routed to the Township Treasurer for a determination of any defaults to the Township. In the event a default to the Township exists, the Application shall be disapproved by the Treasury Department, with the nature of the default described as the reason of the disapproval.

TAX IDENTIFICATION NUMBER: 16-1718564

BRIEF DESCRIPTION OF ORGANIZATION'S PURPOSE AND/OR FUNCTION:

Fireworks display to celebrate 4th of July on Whitmore Lake

IS THE ORGANIZATION NON-PROFIT? ☒ YES NO
If yes, attach a copy of the organizations Sales Tax Exempt Certificate.

DOES YOUR GROUP PRESENTLY HAVE LIABILITY INSURANCE? ☒ YES NO

GENERAL LIABILITY INSURANCE IS REQUIRED NAMING NORTHFIELD TOWNSHIP AS ADDITIONAL INSURED. IF FOOD IS BEING SERVED, PRODUCT LIABILITY MUST BE INCLUDED. LIMITS OF LIABILITY SHOULD BE NO LESS THAN \$1,000,000 COMBINED SINGLE LIMIT FOR BODILY INJURY AND PROPERTY DAMAGE.

PLEASE GIVE A DESCRIPTION OF THE PROPOSED CIVIC EVENT. (Attach additional pages if necessary)

Fireworks display to celebrate 4th of July on Whitmore Lake

ANNUAL EVENT: Is this event expected to occur next year? ☒ YES NO

If Yes, you can reserve a date for next year with this application). To reserve dates for next year, please provide the following information:

Normal Event Schedule (e.g., third weekend in July): Weekend before or after 4th of July

Or Next year's specific date(s): _____

PROCEEDS OF THIS EVENT WILL BE USED FOR:

While proceeds are not expected any funds generated will be used to pay for this years fireworks show or banked to pay for the

years show.

IF THE PROPOSED CIVIC EVENT IS A PARADE OR RUN/WALK EVENT, PLEASE LIST THE POINT OF ORIGIN, PATH, TERMINATION POINT, NUMBER OF ENTRIES AND TRAFFIC CONTROL PLAN AS NECESSARY. (Use attached map to clarify the route)(FEE IS WAIVED FOR 4TH OF JULY PARADE AND HOMECOMING PARADE)

ARE YOU PLANNING TO CHARGE AN ADMISSION FEE?

YES

☒ NO

IF YES, WHAT KIND AND HOW MUCH?

DO YOU PLAN ON UTILIZING VENDORS AND/OR EXHIBITORS FOR SALES OF ANY KIND?

YES

☒ NO

IF YES, COMPLETELY FILL OUT THE ATTACHED VENDOR CONTACT INFORMATION SHEET(S).

WHAT IS THE FEE CHARGED FOR EACH VENDOR? _____

DO YOU PLAN TO CONTRIBUTE REVENUES RECEIVED FROM THIS EVENT TO LOCAL ORGANIZATIONS AND/OR COMMUNITY GROUPS?

YES

☒ NO

IF YES, TO WHOM AND HOW MUCH?

WHAT IS THE EXPECTED ATTENDANCE FOR THIS EVENT? Approx 1000 people

DO YOU PLAN ON SUPPLYING ADDITIONAL RESTROOM FACILITIES? (YES) NO

NUMBER OF VOLUNTEERS / STAFF? Approx 20

HOW WILL THIS EVENT BENEFIT THE RESIDENTS AND/OR IMPROVE THE QUALITY OF LIFE IN NORTHFIELD TOWNSHIP?

The celebration brings the community together. People attending the event will support local business

ELECTRICAL SERVICES REQUIRED (Please Be as Accurate as Possible)

No

OTHER UTILITIES REQUIRED (Please Be as Accurate as Possible)

None

TOWNSHIP FACILITIES REQUESTED (Please Be as Accurate as Possible)

No Twp. facilities needed

DO YOU PLAN TO UTILIZE OFF-SITE PARKING FACILITIES (YES) NO

IF SO, WHAT LOCATION IS PLANNED? Best Western, Dirt Squirt, glass area across from Mac's Marina, Middle School Athletic I

WHAT IS YOUR PLAN FOR TRANSPORTATION FROM THE PARKING AREA TO THE EVENT LOCATION?

Currently not anticipating needing transportation walking or viewing from parking areas is expected

SIGNAGE REQUESTED (Detail sign locations on the attached map and provide sign renderings)

Number of Signs 0

Types of Signs 0

Locations of Signs 0

Date Signs Posted 0

Date Signs Removed 0

PLEASE ATTACH LIST OF EQUIPMENT; STAGE, TENTS, VEHICLES, ETC., THAT YOU PROPOSE TO USE IN THE EVENT OR BRING ONTO TOWNSHIP PROPERTY, STREETS OR PARK AREAS - (ALL SUBJECT TO APPROVAL). N/A

STREET CLOSURE

ARE YOU REQUESTING A STREET CLOSURE FOR YOUR EVENT? YES NO
If yes, detail the street(s) you would like closed, and the location of the closure(s) on the attached map.

ALCOHOL

DO YOU WANT TO SELL AND/OR SERVE ALCOHOL? YES NO

IF YES, PLEASE SEE THE ATTACHED SHEET TITLED "ALCOHOL" AND FILL IN THE QUESTIONS COMPLETELY AND IN DETAIL.

SECURITY

If the event requires the overnight setup or storage of goods, equipment, etc. security is the responsibility of the event applicant.

IF YOUR EVENT REQUIRES OVERNIGHT SECURITY, PLEASE PROVIDE THE FOLLOWING DETAILS OF YOUR SECURITY PLAN: *NA*

ON SITE REPRESENTATIVES NAMES AND CONTACT NUMBERS:

<u>Name</u>	<u>Contact number</u>
_____	_____
_____	_____
_____	_____


Owner(s) Affidavit*

Whitmore Lake 4th of July

I, Celebration Committee, have authorized Dennis G. Cazan as My
(company or organization owner) (Civic Event Applicant)

Representative for the purpose of obtaining a Civic Event permit(s) from Northfield Township

for my organization located at _____
(company or organization address)


Owners Signature

3-14-17
Date

INDEMNIFICATION AGREEMENT

Whitmore Lake 4th of July

The Celebration Committee agree(s) to defend, indemnify, and hold harmless the Township of
(business/organization)

Northfield, Michigan, and its agents, officials and employees from any claim, demand, suit, loss, cost of expense, or any damage that may be asserted, claimed or recovered against or from the
Whitmore Lake 4th of July Committee (business/organization) and/or the Township of Northfield, by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss, cost of expense is caused in whole or in part by the negligence of Northfield Township or by third parties, or by the agents, servants, employees or factors of any of them.

Signature  Date 3-14-17

Witness  Date 3-14-17

ALCOHOL

PLEASE GIVE A BRIEF DESCRIPTION OF THE TYPE OF ALCOHOL TO BE SOLD / SERVED

N/A

WHO WILL BE THE ALOCHOL LICENSE HOLDER?

N/A

ON THE ATTACHED MAP, DETAIL THE LOCATIONS WHERE ALOCHOL WILL BE SOLD / SERVED.

DESCRIBE IN DETAIL YOUR ALCOHOL MANAGEMENT PLAN

N/A

**** IF ALCOHOL SALES OR SERVICE IS APPROVED BY THE TOWNSHIP BOARD AS PART OF THIS EVENT, THE APPLICANT MUST ALSO RECEIVE APPROVAL FROM THE LIQUOR CONTROL COMMISSION**

**** IF ALCOHOL SALES OR SERVICE IS APPROVED, EVENT INSURANCE MUST INCLUDE AN ADDITIONAL INDEMNIFICATION FOR ALOCHOL**

ADDITIONAL CIVIC EVENT REQUIREMENTS

- Inspection by Northfield Township Fire and Police Departments is required prior to start of event.
- Any temporary electrical supply provided during a civic event shall be subject to Northfield Township inspection and approval
- A site map shall be provided for all civic events, as required by Northfield Township Public Safety Officials
- No pets are permitted downtown during civic events, unless approved as part of the event.
- No open flame cookers or heaters are permitted without prior approval from the Northfield Township Fire Department.
- Any additional restroom facilities deemed necessary by Northfield Township for this event are to be supplied by the event organizer
- Event organizer staff / volunteers / vendors are responsible for trash control and cleanup.
- Depending upon the type of event, organizer may be required to provide security.
- If radio communications are utilized during civic event, event organizer shall ensure Northfield public safety officials have access to radio or frequencies.
- Event organizer is responsible for arranging for EMS (Ambulance) at the event.
- If privately-owned property is to be utilized by the event organizer as part of any civic event for parking, staging, or similar uses, the event organizer shall be responsible for ensuring there exists all necessary land usage agreements with the private property owner(s), which shall be reviewed and approved by Northfield Township, to ensure adequate ingress, egress, police and fire protection, insurance, etc.

Accepted and agreed to:

EVENT ORGANIZER

Whitmore Lake 4th of July Fireworks

By: Dennis G. Cazan

Its:

Dated: 8-14, 2017

NORTHFIELD TOWNSHIP APPROVALS/RECOMMENDATIONS/COMMENTS

Whitmore Lake 4th of July Fireworks

Event Title

Police Dept: _____ **Date:** _____

Comments: _____

Fire Dept: _____ **Date:** _____

Comments: _____

Other, if necessary: _____ **Date:** _____

Comments: _____

Clerk: _____ **Date:** _____

Comments: _____

BOARD OF TRUSTEES ACTION: _____ **Date:** _____

VENDOR CONTACT INFORMATION

Company Name	Representative	Phone #	Items Being Sold / Exhibited	On Site Contact Name	On Site Contact Phone #

HELP SHEET AND TIPS TO EXPEDITE THE CIVIC EVENTS PROCESS

To help you be prepared for approvals of your event please follow these steps to ensure a smooth process:

Your main points of contact after you pick up the application from the Township Office are our Public Safety officials. Our Public Safety Director William Wagner, will assist you with items necessary for safety compliance as it relates to Fire Department items. Lieutenant Tim Greene will assist you with items necessary for safety compliance as it relates to Police Department operational matters.

For any street closures, parking easements for ingress and egress, traffic or crowd control items our Public Safety officials will provide you with the guidance necessary to ensure a safe event. Road closures need Washtenaw County Road Commission approval and contacting them is the responsibility of the event promoter.

Please follow the guidelines in the event policy, include maps, drawings and as much detail as you can to help facilitate the process. The more complete the application the smoother and faster the process goes. Completed applications should be turned into our Clerk, Michele Manning. Contact names and numbers are below for your convenience and reference. Thank you for bringing an event to our community and we are here to help you provide a safe event.

William Wagner Public Safety Director/Fire Chief Northfield Township	734-449-2385	wagnerw@twp.northfield.mi.us
Timothy Green Lieutenant, Northfield Township Police Department	734-449-9911	greenet@twp.northfield.mi.us
Howard Fink Northfield Township Manager	734-449-2880 ext. 12	finkh@twp.northfield.mi.us
Washtenaw County Road Commission Matt MacDonnell at x688 www.wcroads.org/permits/procedures/section7.htm	734-761-1500 ext. 688	macdonnell@wcroads.org

RESOLUTION No. 17-556

**NORTHFIELD TOWNSHIP, MICHIGAN
RESOLUTION REGARDING A TEMPORARY ROAD CLOSURE
REQUESTED BY WHITMORE LAKE 4TH OF JULY FIREWORKS
COMMITTEE**

Minutes of a regular meeting of the Township Board of the Township of Northfield, Washtenaw County, Michigan held on April 11, 2017.

Present: _____

Absent _____

WHEREAS, the Whitmore Lake 4th of July Fireworks Committee is requesting the temporary road closure of Main Street between Barker Road and Eight Mile Rd. on Saturday, July 1, 2017 for the 4th of July fireworks display from 8:00pm until 11:00pm, with a rain date of Sunday, July 2, 2017 from 8:00pm until 11:00pm;

WHEREAS, the Township of Northfield has approved the temporary closure of Main Street as indicated; and

WHEREAS, the Driveways, Banners, and Parades Act 200 of 1969 requires the Township to authorize an official designated by resolution to make such request from the Road Commission.

NOW THEREFORE, BE IT RESOLVED that the Northfield Township Board of Trustees designates and agrees that Dennis Cazan - Representative of Whitmore Lake 4th of July Fireworks Committee be the authorized official designated in this instance, when application is made to the Washtenaw County Road Commission for this temporary road closure.

RESOLUTION IS DECLARED ADOPTED BY ROLL CALL VOTE

AYES: Members _____

NAYS: Members _____

Kathleen Manley
Northfield Township Clerk

Date

****RESOLUTION ACCEPTED AND APPROVED: ____ - ____ ****



RECEIVED

APR 03 2017

NORTHFIELD TOWNSHIP

**Civic Event Application
Northfield Township**

8350 Main Street
Whitmore Lake, Michigan 48189
(734) 449-2880

**OFFICE USE
ONLY**

4/3/17
Date Received

Jennifer Carlson
By

FEE - \$100.00

N/A
Date Received

N/A
By

**** APPLICATIONS MUST BE FILLED OUT COMPLETELY BEFORE THEY WILL BE CONSIDERED FOR REVIEW ****

3/27/17 German Park Recreation Club Walter Jarvis
Application Date Name of Organization Name of Applicant

5549 Pontiac Trail Ann Arbor mi 48105
Street Address City State Zip

517-416-1519 N/A N/A
Cell Phone Home Phone Work Phone Fax

Walter Jarvis prezofgp@gmail.com
Email Address (optional)

German Park Open Picnics
Event Title

5549 Pontiac Trail, Ann Arbor mi 48105
Event Location

EVENT DAYS / TIMES (Please stipulate the following information for each date of event)

DATE	Day of Week	Beginning Time	Ending Time
<u>June 24, 2017</u>	<u>Sat</u>	<u>4:00pm</u>	<u>11:00pm</u>
<u>July 29, 2017</u>	<u>Sat</u>	<u>4:00pm</u>	<u>11:00pm</u>
<u>Aug 26, 2017</u>	<u>Sat</u>	<u>4:00pm</u>	<u>11:00pm</u>
<u>NA</u>	<u>NA</u>	<u>NA</u>	<u>NA</u>
Set up Time/Day	Tear down Time / Day*	Rain Date (if applicable)	

* Tear down time will be strictly enforced. It is the applicant's responsibility to ensure the teardown of all materials with their on-site vendors, sponsors, etc. is complete by the teardown time given above.

ORGANIZATION / APPLICANT INFORMATION

Applications for Civic Events in Northfield Township shall NOT be approved for applicants in default to the Township. Therefore, each Application for Civic Events shall be routed to the Township Treasurer for a determination of any defaults to the Township. In the event a default to the Township exists, the Application shall be disapproved by the Treasury Department, with the nature of the default described as the reason of the disapproval.

TAX IDENTIFICATION NUMBER: 38-1777787

BRIEF DESCRIPTION OF ORGANIZATION'S PURPOSE AND/OR FUNCTION:

Social Club

IS THE ORGANIZATION NON-PROFIT?

☒ YES

☐ NO

If yes, attach a copy of the organizations Sales Tax Exempt Certificate.

DOES YOUR GROUP PRESENTLY HAVE LIABILITY INSURANCE?

☒ YES

☐ NO

GENERAL LIABILITY INSURANCE IS REQUIRED NAMING NORTHFIELD TOWNSHIP AS ADDITIONAL INSURED. IF FOOD IS BEING SERVED, PRODUCT LIABILITY MUST BE INCLUDED. LIMITS OF LIABILITY SHOULD BE NO LESS THAN \$1,000,000 COMBINED SINGLE LIMIT FOR BODILY INJURY AND PROPERTY DAMAGE.

PLEASE GIVE A DESCRIPTION OF THE PROPOSED CIVIC EVENT. (Attach additional pages if necessary)

GERMAN Cultural Family Festival

ANNUAL EVENT: Is this event expected to occur next year?

☒ YES

☐ NO

If Yes, you can reserve a date for next year with this application). To reserve dates for next year, please provide the following information:

Normal Event Schedule (e.g., third weekend in July): _____

WHAT IS THE EXPECTED ATTENDANCE FOR THIS EVENT?

Approx 2,500 guests

DO YOU PLAN ON SUPPLYING ADDITIONAL RESTROOM FACILITIES?

☒ YES

☐ NO

NUMBER OF VOLUNTEERS / STAFF?

125-150

HOW WILL THIS EVENT BENEFIT THE RESIDENTS AND/OR IMPROVE THE QUALITY OF LIFE IN NORTHFIELD TOWNSHIP?

Our picnics are an outdoor social gathering of people from throughout the region. The event provides a relaxing evening for people of all ages.

ELECTRICAL SERVICES REQUIRED (Please Be as Accurate as Possible)

NA

OTHER UTILITIES REQUIRED (Please Be as Accurate as Possible)

NA

TOWNSHIP FACILITIES REQUESTED (Please Be as Accurate as Possible)

NA

DO YOU PLAN TO UTILIZE OFF-SITE PARKING FACILITIES

YES

☒ NO

IF SO, WHAT LOCATION IS PLANNED?

NA

WHAT IS YOUR PLAN FOR TRANSPORTATION FROM THE PARKING AREA TO THE EVENT LOCATION?

NA

SIGNAGE REQUESTED (Detail sign locations on the attached map and provide sign renderings)

Number of Signs

NA

Types of Signs

NA

Locations of Signs

NA

Date Signs Posted

NA

Date Signs Removed

NA

Or Next year's specific date(s): _____

PROCEEDS OF THIS EVENT WILL BE USED FOR:

Property Maintenance and
Members Social Events

IF THE PROPOSED CIVIC EVENT IS A PARADE OR RUN/WALK EVENT, PLEASE LIST THE POINT OF ORIGIN, PATH, TERMINATION POINT, NUMBER OF ENTRIES AND TRAFFIC CONTROL PLAN AS NECESSARY. (Use attached map to clarify the route)(FEE IS WAIVED FOR 4TH OF JULY PARADE AND HOMECOMING PARADE)

ARE YOU PLANNING TO CHARGE AN ADMISSION FEE?

☒ YES

☐ NO

IF YES, WHAT KIND AND HOW MUCH?

\$ 5⁰⁰ to guests over the age of 12

DO YOU PLAN ON UTILIZING VENDORS AND/OR EXHIBITORS FOR SALES OF ANY KIND?

☐ YES

☒ NO

IF YES, COMPLETELY FILL OUT THE ATTACHED VENDOR CONTACT INFORMATION SHEET(S).

WHAT IS THE FEE CHARGED FOR EACH VENDOR? _____

DO YOU PLAN TO CONTRIBUTE REVENUES RECEIVED FROM THIS EVENT TO LOCAL ORGANIZATIONS AND/OR COMMUNITY GROUPS?

☐ YES

☒ NO

IF YES, TO WHOM AND HOW MUCH?

PLEASE ATTACH LIST OF EQUIPMENT; STAGE, TENTS, VEHICLES, ETC., THAT YOU PROPOSE TO USE IN THE EVENT OR BRING ONTO TOWNSHIP PROPERTY, STREETS OR PARK AREAS - (ALL SUBJECT TO APPROVAL).

STREET CLOSURE

ARE YOU REQUESTING A STREET CLOSURE FOR YOUR EVENT? YES

NO

If yes, detail the street(s) you would like closed, and the location of the closure(s) on the attached map.

ALCOHOL

DO YOU WANT TO SELL AND/OR SERVE ALCOHOL?

YES

NO

IF YES, PLEASE SEE THE ATTACHED SHEET TITLED "ALCOHOL" AND FILL IN THE QUESTIONS COMPLETELY AND IN DETAIL.

SECURITY

If the event requires the overnight setup or storage of goods, equipment, etc. security is the responsibility of the event applicant.

IF YOUR EVENT REQUIRES OVERNIGHT SECURITY, PLEASE PROVIDE THE FOLLOWING DETAILS OF YOUR SECURITY PLAN:

ON SITE REPRESENTATIVES NAMES AND CONTACT NUMBRS:

Name

Contact number

Walter Jarvis

517-416-1519

Sheila Mueller

517-861-6970

Owner(s) Affidavit*

I, Germantown Park Recreation Club, have authorized Walter Jarvis as My
(company or organization owner) (Civic Event Applicant)

Representative for the purpose of obtaining a Civic Event permit(s) from Northfield Township

for my organization located at 5549 Pontiac Trail, Ann Arbor, MI
(company or organization address) 48105

W Jarvis
Owners Signature

3/27/2016
Date

ALCOHOL

PLEASE GIVE A BRIEF DESCRIPTION OF THE TYPE OF ALCOHOL TO BE SOLD / SERVED

Beer and wine

WHO WILL BE THE ALOCHOL LICENSE HOLDER?

German Park Recreation Club

ON THE ATTACHED MAP, DETAIL THE LOCATIONS WHERE ALOCHOL WILL BE SOLD / SERVED.

DESCRIBE IN DETAIL YOUR ALCOHOL MANAGEMENT PLAN

TIPS training program annual renewal. Entrance at gate allowed only by German Park members who are TIPS trained & certified. Hand stamped by GP members to guests over 21. Designated driver program encouraged and advertised.

**** IF ALCOHOL SALES OR SERVICE IS APPROVED BY THE TOWNSHIP BOARD AS PART OF THIS EVENT, THE APPLICANT MUST ALSO RECEIVE APPROVAL FROM THE LIQUOR CONTROL COMMISSION**

**** IF ALCOHOL SALES OR SERVICE IS APPROVED, EVENT INSURANCE MUST INCLUDE AN ADDITIONAL INDEMNIFICATION FOR ALOCHOL**

INDEMNIFICATION AGREEMENT

The GERMAN Park Recreation Club agree(s) to defend, indemnify, and hold harmless the Township of
(business/organization)

Northfield, Michigan, and its agents, officials and employees from any claim, demand, suit, loss, cost of expense, or any damage that may be asserted, claimed or recovered against or from the GERMAN PARK Recreation Club (business/organization) and/or the Township of Northfield, by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss, cost of expense is caused in whole or in part by the negligence of Northfield Township or by third parties, or by the agents, servants, employees or factors of any of them.

Signature [Signature] Date 3-27-2017

Witness [Signature] Date 3/27/2017

ADDITIONAL CIVIC EVENT REQUIREMENTS

- Inspection by Northfield Township Fire and Police Departments is required prior to start of event.
- Any temporary electrical supply provided during a civic event shall be subject to Northfield Township inspection and approval
- A site map shall be provided for all civic events, as required by Northfield Township Public Safety Officials
- No pets are permitted downtown during civic events, unless approved as part of the event.
- No open flame cookers or heaters are permitted without prior approval from the Northfield Township Fire Department.
- Any additional restroom facilities deemed necessary by Northfield Township for this event are to be supplied by the event organizer
- Event organizer staff / volunteers / vendors are responsible for trash control and cleanup.
- Depending upon the type of event, organizer may be required to provide security.
- If radio communications are utilized during civic event, event organizer shall ensure Northfield public safety officials have access to radio or frequencies.
- Event organizer is responsible for arranging for EMS (Ambulance) at the event.
- If privately-owned property is to be utilized by the event organizer as part of any civic event for parking, staging, or similar uses, the event organizer shall be responsible for ensuring there exists all necessary land usage agreements with the private property owner(s), which shall be reviewed and approved by Northfield Township, to ensure adequate ingress, egress, police and fire protection, insurance, etc.

Accepted and agreed to:

EVENT ORGANIZER

By: 

Its:

Dated: 3/27, 2017

NORTHFIELD TOWNSHIP APPROVALS/RECOMMENDATIONS/COMMENTS

Event Title

Police Dept: _____ **Date:** _____

Comments: _____

Fire Dept: _____ **Date:** _____

Comments: _____

Other, if necessary: _____ **Date:** _____

Comments: _____

Clerk: _____ **Date:** _____

Comments: _____

BOARD OF TRUSTEES ACTION: _____ **Date:** _____

VENDOR CONTACT INFORMATION

Company Name	Representative	Phone #	Items Being Sold / Exhibited	On Site Contact Name	On Site Contact Phone #

VENDOR CONTACT INFORMATION

Company Name	Representative	Phone #	Items Being Sold / Exhibited	On Site Contact Name	On Site Contact Phone #



GERMPAR-01

KJUDKINS

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/27/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Kapnick Insurance Group PO Box 1801 Adrian, MI 49221	CONTACT NAME:	
	PHONE (A/C, No, Ext): (800) 292-0361	FAX (A/C, No): (517) 263-6658
	E-MAIL ADDRESS: info@kapnick.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Michigan Millers Mutual	14508
INSURED German Park Recreation Club 5549 Pontiac Trail Ann Arbor, MI 48105	INSURER B: CNA Surety	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	X COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER: AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N <input checked="" type="checkbox"/> N/A If yes, describe under DESCRIPTION OF OPERATIONS below			C0511829	07/11/2016	07/11/2017	EACH OCCURRENCE \$ 1,000,000
		DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000					
		MED EXP (Any one person) \$ Excluded					
		PERSONAL & ADV INJURY \$ 1,000,000					
		GENERAL AGGREGATE \$ 2,000,000					
		PRODUCTS - COM/PO/AGG \$ Included					
		\$					
		COMBINED SINGLE LIMIT (Ea accident) \$					
		BODILY INJURY (Per person) \$					
		BODILY INJURY (Per accident) \$					
PROPERTY DAMAGE (Per accident) \$							
\$							
							EACH OCCURRENCE \$
							AGGREGATE \$
							\$
							PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
							E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
B	Bonds - Commercial			63076612	07/29/2017	07/30/2017	Liquor Liability 1,000
A	Liquor Liability			C0511829	07/11/2016	07/11/2017	1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

Northfield Township
attn: William Wagner, Twp Manager
8350 Main St. PO Box 576
Whitmore Lake, MI 48189

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

**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: April 11, 2017

Subject: New Hire

Dear Board of Trustees:

I would like to hire Tom Beert to the position of Plant Operator II at the beginning salary of 32,000 per year. He has passed all the required checks and could start on the 17th.

Dan Willis W.W.T.P.

NORTHFIELD TOWNSHIP

MEMO

To: Northfield Township Board
From: Jennifer Carlisle
Date: 4/4/2017
Re: County Clean-up Day

Dear Township Board,

Over the past 3 years, Northfield Township has sponsored a Washtenaw County Clean-up Day in our township. This began as a way to allow residents the opportunity to get rid of bulk items and household hazardous wastes at minimal cost (by way of donations) in an effort to reduce blight throughout the Township. After the success of the first Clean-up day in 2014, a line item was added to the budget to contribute \$2000 annually toward the Clean-up day to help the County with vendor costs. Our next Clean-up Day is scheduled for June 10, 2017. The Washtenaw County Water Resources Commission is grateful for the support they have received from our community in the past, and is asking the Township Board if they are interested in continuing with their monetary support for this event.

Sincerely,

Jennifer Carlisle
Administrative Assistant

Washtenaw County Clean Up Day

Saturday, June 10, 2017

9:00am - 2:00pm

Northfield Township Hall
8350 Main St., Whitmore Lake



What to bring

- ➔ Traditional recyclable materials (glass, cardboard, plastic, paper, scrap metal)
- ➔ Appliances
- ➔ Household hazardous materials (cleaning supplies, motor oil, paint, pesticides, sharps, etc.)
- ➔ Tires
- ➔ Electronics (TV, computer, etc.)
- ➔ Bulky wastes (furniture, mattresses, sofas, construction/demo wastes)

Suggested donations

Please consider a minimum **donation of \$10.00** to help support this effort.

Bring 4 tires for free but we ask for a donation of \$5 for each additional tire.

Bring 1 television or computer ***or*** 1 appliance (refrigerator, freezer, washer, dryer, a/c unit) for free but we ask for a donation of \$10 for each additional item.

*This program is for Washtenaw County residents only. Sorry but we can't accept materials from businesses or out-of-county residents. **No household garbage will be accepted!***

Call **734-222-3810** or visit **<http://recycle.ewashtenaw.org>** for more info

Sponsored by:

**Washtenaw County Water Resources Commissioner's Office,
The Board of Public Works and Northfield Township**



NORTHFIELD TOWNSHIP

MEMO

To: Northfield Township Board
From: Jennifer Carlisle
Date: 4/5/2017
Re: PNC Credit Cards

Dear Township Board,

In order to make any changes to our current credit card accounts, a Change Request form must be completed and signed by the Program Administrator. Our current Program Administrator is listed as Angela Westover. To update our Program Administrators, PNC requires the attached Corporate Resolution be completed showing who the new Program Administrator(s) will be. The Resolution should be signed by the Board Secretary (Clerk), with an additional officer signature if the Clerk is listed as a Program Administrator. Once the Program Administrators are in place, we can make the necessary account changes.

Account change requests requiring Board authorization:

- Assigning Kathleen Manley and Lenore Zelenock as Program Administrators
- Closing accounts for Howard Fink and Tim Hardesty
- Opening a new account for Dan Willis for use at the Wastewater Treatment Plant with a credit line of \$5,000.00 (Use of card following the guidelines of the Northfield Township Credit Card Policy)
- Opening a new account for Cristina Wilson for use in the Township Administrative Office with a credit line of \$5,000.00 (Use of card following the guidelines of the Northfield Township Credit Card Policy)

Sincerely,

Jennifer Carlisle
Administrative Assistant

Resolutions For Extensions of Credit And Incumbency Certificate (Corporation)



The undersigned certifies as follows to PNC Bank, National Association ("Bank"):

1. **Name of Corporation:** Northfield Township ("Corporation")

2. **Address:** 8350 Main St., Whitmore Lake, MI 48189

3. **Organizational Documents:** Unless previously delivered to the Bank, attached hereto is a true, complete and correct copy of the articles or certificate of incorporation, the by-laws or regulations, or other organizational document, with all amendments thereto as in effect on the date hereof.

4. **Adoption of Resolutions:** The Corporation is a corporation formed under the laws of Michigan; the undersigned is the duly elected and qualified Secretary or Assistant Secretary of the Corporation and the following is a true copy of resolutions (the "Resolutions") adopted at a meeting of the Board of Directors of the Corporation pursuant to a notice and its articles or certificate of incorporation and its regulations or by-laws, and at which a quorum was present, or adopted without a meeting by the written approval of all of the directors of the Corporation, which adoption occurred on a date which is on or before the date of this certificate. The Resolutions now stand of record on the books of the Corporation, are in full force and effect and have not been modified or revoked in any manner whatsoever.

5. Resolutions:

5.1 **Loans and Extensions of Credit.** Resolved that any _____ officer(s) of the Corporation holding the titles set forth below, as verified by an incumbency certificate executed by a Secretary or Assistant Secretary of the Corporation:

NAME	TITLE	ACTUAL SIGNATURE
<u>Kathleen Manley</u>	<u>Township Clerk</u>	<u>x</u>
<u>Lenore Zelenack</u>	<u>Township Treasurer</u>	<u>x</u>
_____	_____	<u>x</u>
_____	_____	<u>x</u>

are hereby authorized, at any time and from time to time: (A) to obtain financial services and products of any kind from the Bank or from any other direct or indirect subsidiary of The PNC Financial Services Group, Inc. (collectively, "PNC"), including but not limited to loans and other products involving the extension of credit; equipment leases; letters of credit; investment sweep products (whether or not related to a credit product); other treasury management services and products; and capital markets services and products, including but not limited to (x) interest or currency swaps, futures, options, collars, caps, floors, forward rate or other interest rate protection or similar arrangements or any foreign currency transaction or similar transaction providing for the purchase of one currency in exchange for the sale of another currency, (y) equity, credit, or other derivative products, and (z) asset securitizations and other receivables financing transactions; (B) to sell to or discount with PNC any personal property (tangible or intangible), at any time held by the Corporation and for such purpose to

endorse, assign, transfer and deliver the same to PNC or its agent or designee; (C) to guarantee the payment and performance of the indebtedness and obligations of other persons or entities to PNC; (D) to create or cause the creation of any trusts or other special purpose entities required to be established in connection with any product or service obtained from PNC; (E) to pledge, assign, transfer, mortgage, grant a security interest in or lien on any real or personal property (tangible or intangible) of the Corporation to or in favor of PNC as collateral security for the payment and performance of all loans, advances, debts, liabilities, obligations, covenants and duties of the Corporation or of any other persons or entities to PNC (whether or not in connection with a guaranty of such other person's or entity's obligations to PNC); (F) to execute, accept, authorize agreement to and/or deliver to or in favor of PNC such agreements, documents and instruments, required or requested by PNC in connection with any of the foregoing products, services or actions, including but not limited to loan agreements, promissory notes or other evidence of indebtedness, guaranties, equipment leases, letter of credit reimbursement agreements, treasury management service agreements, interest rate or currency protection agreements, equity, credit and other derivative documents (on International Swap Dealers Association forms or otherwise), asset securitization and other receivables financing agreements, trust agreements or other indentures, collateral security documents (including but not limited to security agreements, financing statements, pledge agreements, assignments, mortgages or deeds of trust), and any supporting documents required by the terms of any of the foregoing agreements, documents or instruments; all in such form as may be requested by PNC and any of which may contain a warrant of attorney authorizing PNC to confess judgment against the Corporation for all sums due or to become due by the Corporation to PNC and/or a provision waiving the right to trial by jury; (G) to execute and deliver to or in favor of PNC any amendments, modifications, renewals or supplements of or to any of the foregoing agreements, documents or instruments; and (H) to take any other action requested, required or deemed advisable by PNC in order to effectuate the foregoing resolution, all such other actions being hereby approved, ratified and confirmed.

5.2 Revolving Credits. Resolved, that in connection with any extensions of credit obtained by any of the persons authorized in Section 5.1 above, that permit the Corporation to effect multiple advances or draws under such credit, any of the persons listed in Section 5.1 (or any other person designated in writing by any of the persons listed in Section 5.1) shall be authorized to request such advances or draws.

5.3 Ratification. Resolved, that all past acts of officers of the Corporation in borrowing or obtaining credit from the Bank and in executing documents or otherwise entering into agreements and giving security on behalf of the Corporation are hereby ratified and confirmed.

5.4 Telephonic and Other Requests. Resolved, that the Bank is authorized to take any action authorized hereunder based upon: (i) the telephonic or electronic request of any person purporting to be a person authorized to act hereunder, (ii) the signature of any person authorized to act hereunder that is delivered to the Bank personally or by facsimile transmission, or (iii) the telex originated by any of such persons, tested in accordance with such testing procedures as may be established between the Corporation and the Bank from time to time.

5.5 General. Resolved, that a certified copy of these Resolutions be delivered to the Bank and that they and the authority vested in the persons specified herein will remain in full force and effect until a certified copy of a resolution of the Corporation revoking or modifying these resolutions and such authority has been delivered to the Bank.

6. Incumbency: Each of the above-named persons holds the office, title or status with the Corporation specified in Section 5.1 above and that following each person's name, his or her actual signature appears.

IN WITNESS WHEREOF, and intending to be legally bound hereby, the undersigned have hereunto set their hands and seals this 11th day of April, 2017.

Northfield Township
(Name of Corporation)

By: _____ (SEAL)

Print Name: Marlene A Chockley

Title: Township Supervisor

By _____ (SEAL)

Print Name: Kathleen Manley

*Title: Township Clerk

*NOTE: Countersignature by another officer of the Corporation is required when person signing above is designated in Section 5.1 as one of the authorized signers.

14b-m-p.doc

NORTHFIELD TOWNSHIP MICHIGAN

April 5, 2017

Request to Purchase Three Parking Signs at the Public Safety Building (PSB)

I would like to request the township purchases three parking signs for the Public Safety Building (PSB) to reserve parking during business hours. I have observed that when there are meetings at the PSB during business hours there are limited or no parking spaces for our residents.

The suggested location for the three parking signs is the three parking spots north of the entrance door in the 1st row along the sidewalks. The signs would be located north of the three handicap parking signs.

I spoke with Chief Wagner and he priced the signs. The cost for three signs with the polls would be around \$170. The cost to install all three signs would be around \$90. Estimated total cost is around \$260.

Below is the suggested wording for the signs:



Respectively,

Lenore Zelenock

MEMO

To: Northfield Township Board
From: Jennifer Carlisle
Date: 4/6/2017
Re: Lawn Care Bids

Dear Township Board,

We received 5 bids for Lawn Care. I have put the amounts in a spreadsheet for you to make it easier to compare. If you wish to see the actual bids, they are available in the township office. To summarize, page 1 is the bid amounts provided for Mowing. Page 2 is the bid amounts provided for Weeding and Flower Bed Maintenance. On page 3, I added everything together and estimated what the cost would be for an entire season based on the bids. J&M Landscaping is the company that has been providing the township's lawn care service for the past several years, and they provided the lowest bid this time around. I discussed the bids with Chief Wagner, as he is the person the landscaping company would report to, and he and I are comfortable awarding a 3 year bid to J&M Landscaping.

Sincerely,

Jennifer Carlisle
Administrative Assistant

Lawn Bids 2017

Lawn Mowing (Cost per Cut)

Company Name	8350 Main (Pub. Safety Bldg)			9101 Main (Community Ctr)			75 Barker (Old Twp Hall)			9142 Main (Com. Garden)			Non-Motorized Pathway			Bark Park			North Village (per Acre pricing)		
	1yr	2yr	3yr	1yr	2yr	3yr	1yr	2yr	3yr	1yr	2yr	3yr	1yr	2yr	3yr	1yr	2yr	3yr	1yr	2yr	3yr
AJ's Maintenance & Services, LLC	\$110	\$110	110	\$54	\$54	54	\$34	\$34	34	\$42	\$42	42	\$55	\$55	55	\$50	\$50	\$ 50	\$60	\$60	\$ 60
B&B Landscaping	\$275	\$275	\$275	\$70	\$70	\$70	\$35	\$35	\$35	\$100	\$100	\$100	\$65	\$65	\$65	\$65	\$65	\$65	\$65	\$65	\$65
ASW Lawn Care & Landscaping	\$159	\$160	\$161	\$47	\$48	49	\$36	\$37	\$38	\$ 93	\$ 94	\$ 95	\$69	\$70	\$ 71	\$69	\$70	\$71	\$29	\$30	\$31
Perfect Touch Lawncare & Landscaping	\$80	\$90	\$110	\$45	\$50	\$60	\$40	\$55	\$65	\$120	\$120	\$120	\$60	\$70	\$90	\$80	\$90	\$110	\$43	\$53	\$63
J&M Landscaping	\$50	\$50	\$50	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$75	\$75	\$75	\$35	\$35	\$35	\$225 for all 23 acres	\$225 for all 23 acres	\$225 for all 23 acres

(Via Phone - \$50-75 for front area and lakefront only (3 acres))

Lawn Bids 2017

Flower Bed Maintenance

Company Name	Flower Bed maintenance at 8350 Main (Pub. Safety Bldg)				Flower Bed maintenance at 9101 Main (Community Ctr)				Flower Bed Maintenance at Island 8 Mile & Main			
	initial planting	1yr	2yr	3yr	initial planting	1yr	2yr	3yr	initial planting	1yr	2yr	3yr
AJ's Maintenance & Services, LLC	\$23.20/hr labor*	\$28/ weeding + labor	\$28/ weeding + labor	\$28/ weeding + labor	\$23.20/hr labor*	\$28/ weeding + labor	\$28/ weeding + labor	\$28/ weeding + labor	\$23.20/hr labor*	\$28/ weeding + labor	\$28/ weeding + labor	\$28/ weeding + labor
* Cost of Materials depends on plants used												
B&B Landscaping	\$45.00 / flat	\$150/ weeding	\$150/ weeding	\$150/ weeding	\$45.00 / flat	\$70/ weeding	\$70/ weeding	\$70/ weeding	\$45.00 / flat	\$85/ weeding	\$85/ weeding	\$85/ weeding
ASW Lawn Care & Landscaping	\$25-\$50/ Flat*	\$112/ weeding	\$113/ weeding	\$114/ weeding	\$25-\$50/ Flat*	\$90/ weeding	\$91/ weeding	\$92/ weeding	\$25-\$50/ Flat*	\$133/ weeding	\$134/ weeding	\$135/ weeding
*Rate depends on plant used												
Perfect Touch Lawncare & Landscaping	\$1,000	\$500/ season	\$550/ season	\$600/ season	\$1,250	\$550/ season	\$650/ season	\$700/ season	\$650	\$400/ season	\$450/ season	\$500/ season
J&M Landscaping	\$500*	\$700/ season	\$700/ season	\$700/ season	\$200*	\$300/ season	\$300/ season	\$300/ season	\$1050**	\$450/ season	\$450/ season	\$450/ season
*Includes mulch ** Includes Mulch, weeding and Maintenance all year												

Lawn Bids 2017

TOTALS

Company Name	Lawn Mowing Total	Flower Bed Maintenance Total	Estimated Total Seasonal Cost*
AJ's Maintenance & Services, LLC	Total per cut \$525	Flower Bed Maintenance Total= [\$23.20/hour + materials (based on plants used) for initial planting] + [\$84 + \$23.30/hour per weeding]	\$20,041

Approximating 3 hours for intial planting + \$300 for materials

B&B Landscaping	Total per cut \$805	Flower Bed Maintenance Total= \$45/flat for materials + \$305 per weeding	\$27,640
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Approximating \$300 for materials

ASW Lawn Care & Landscaping	Total per cut (using 1 yr pricing) \$560	Flower Bed Maintenance Total= \$25-50/flat for materials (depending on plants used) + \$335 per weeding (using 1 year pricing)	\$18,110
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Approximating \$300 for materials

Perfect Touch Lawncare & Landscaping	Total per cut (using 1 yr pricing) \$554	Flower Bed Maintenance Total= \$2900 season total for planting + \$1450 season total for weeding (using 1 year pricing)	\$21,698
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J&M Landscaping	Total per cut \$310	Flower Bed Maintenance Total= \$2250 season total for planting + \$1450 season total for weeding (including mulch)	\$11,370
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* Estimation based on
=> 22 cuts / approximately 1 cut per week from mid-May thru mid-October
=> estimating only 3 acres cut per week at North Village (lakefront and front area by Post Office)
=> estimating all 23 acres of North Village cut 1x per month
=> 6 weedings / 1 weeding per month for May-Oct.

NORTHFIELD TOWNSHIP MICHIGAN

Request to Change Credit Card Processing Company

The Treasurer's Office would like to request changing our credit card processing company from Official Payment to Point & Pay. We have been very dissatisfied with the customer service and the limitations of the product. Below are some of our dissatisfactions:

- When Official Payments upgraded their system this fall and during tax season, we were unable to accept credit card payments in the office for two months. After numerous attempts with software patches, several attempts and trips to the office by our IT service, and lots of office time spent, it was determined a new computer was needed. (Our software was no longer compatible with their upgrade and we had no warning.)
- When there is an issue with Official Payments, we are instructed to log a 'problem ticket' online. This can result in numerous emails and no resolution. When we follow-up with a call, they are not very receptive and we can be transferred from person to person, again without resolution.
- Processing online credit card payments is not completed directly in the Cash Receipts module like other payments. The process involves printing 3 emails with multiple payments on each and ensuring the payments are posted through our system. Once verified, the transactions can be processed and journalized.
- BS&A, our vendor and software we use for utilities, taxes, cash receipts, general ledger, and accounts payable, no longer recommends Official Payments to its customers for credit card processing.

The dissatisfaction with Official Payments caused Dawn to inquire about a different service. Point & Pay was recommended by BS&A and Green Oak Township. Point & Pay will provide the following benefits:

- More efficient office processing and reporting because Point & Pay directly links to our BS&A software for cash receipts. This eliminates multiple manual processes for daily journalizing.
- More payment options for our residents. The residents will now be able to pay online from their checking accounts (E-Check). In addition, they can establish recurring payments (e.g. sewer bills). This could reduce the number of late payments and eliminate late fees.
- The Township could now accept credit cards for payment of building permits. Presently, this service is not available and customers are requesting this service.
- Reviews of customer service from BS&A are outstanding.

One disadvantage of Point & Pay is that credit card fees are slightly higher for the residents for taxes and larger sewer bills. However, for the majority of credit card transactions, which is an \$84 sewer bill, the cost to the resident is slightly less (\$2.52 vs. a flat fee of \$2.75). Of all payments made to the Township between July 1, 2016 and March 31, 2017, approximately 105, or 2.3%, were credit card payments for tax bills. Sewer bill credit card payments accounted for 567 or 9.7%. Below is a comparison of the fees:

	Official Payments	Point & Pay
Taxes	2.55%	3%
Sewer	\$2.75 fee	3%
Building Permits	NA	3%
E-Check	NA	\$3.00 fee for \$10,000 and under; \$10 fee over \$10,000

Although, Point & Pay's credit card fees to our residents will be slightly higher, the benefits of more efficient office processing, more payment options, credit card payments for building permits, reduced time spent handling issues, and outstanding customer service reviews from BS&A are the reasons we are requesting to change.

Respectively,

Lenore Zelenock and Dawn Samfilippo

April 6, 2017

**Northfield Township
Public Safety**

Memo

To: Township Board of Trustees

From: Bill Wagner *BW*

CC: Jen Carlisle

Date: April 11, 2017

Re: Hiring of part time contract employee Tim Saville

Please consider the approval of the attached contract for part time employment of Tim Saville. There are various building and property projects of Northfield Township that need attention. These projects don't fall under any particular department responsibility and I would like to hire a person as a part time, contract, employee to work on some of these projects. Tim Saville has done a few small projects for the township (mostly volunteer) and I would like to hire him to complete many others with compensation. Before any work is completed we will confirm his insurance is in place. On another note Tim is already on the Township Insurance policy as a volunteer.

INDEPENDENT CONTRACTOR AGREEMENT

This Agreement is entered into as of the _____ day of _____ 2017, between the Township of Northfield (the "Township") and Tim Saville, 7705 Whitmore Lake Rd., Whitmore Lake, MI 48189 ("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 3 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 Consultant will serve as the: **NORTHFIELD TOWNSHIP PART-TIME CONTRACTUAL MAINTENANCE WORKER**

The Part-Time Maintenance Worker serves at the direction of the Supervisor/Township Manager/Director of Public Safety.

SUMMARY OF DUTIES, ACTIVITIES AND RESPONSIBILITIES

The Consultant is responsible for performing duties as assigned that may include but not limited to, general cleaning, painting, maintaining and repairing township owned facilities and properties.

PRINCIPAL DUTIES AND RESPONSIBILITIES

The assigned duties for the Part-time Contractual Maintenance Worker will include a variety of tasks as determined by the Supervisor/Township Manager/Director of Public Safety. The Part-time Contractual Maintenance Worker shall provide service in such a manner that optimum results are achieved in relation to the resources of the Township. The Part-time Contractual Maintenance Worker will report directly to the Supervisor/Township Manager/Director of Public Safety, and shall fulfill any other duties reasonably requested by the Township and agreed to by the Part-time Contractual

Maintenance Worker. Consultant shall not be entitled to compensation for time spent traveling to and from Township facilities.

3. Term. This Agreement shall commence on April ____, 2017, and shall terminate on September __, 2017, unless earlier terminated by either party hereto. This Agreement may be terminated at will upon fifteen (15) days prior written notice by the Township Board, the Township Manager or Consultant. This Agreement shall automatically renew every six months, for a term of six months, unless either party provides written notice of termination fifteen (15) days prior to the expiration of the Agreement.

4. Compensation. As full compensation for the services performed by Tim Saville, as representative for Consultant, the Township shall pay the Consultant at the hourly rate of \$20.00, for work done not using contractor's equipment. If the contractor is utilizing his equipment, the hourly rate shall be \$25.00. This shall be agreed upon before each task is assigned. The total hours per week shall not exceed 16 hours, unless directed by the Supervisor/Township Manager/Director of Public Safety. Compensation shall only be provided for periods when Tim Saville is providing services for the Township, not inclusive of lunch hour or breaks.

5. Expenses. Consultant shall bill and the Township shall reimburse Consultant for all reasonable gasoline expenses incurred in providing services under this Agreement within the Township. The gasoline expense includes only the actual cost of gasoline used in providing services in the Township, and does not include gasoline used going to and from the Township, and is not a mileage expense.

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. Insurance. Consultant shall carry 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. If Consultant fails to carry such insurance in adequate amounts, it shall 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.

9. 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 a representative of the Township prior to payment.

10. Representations and Warranties. The Consultant will make no representations, warranties, or commitments binding the Township without the Township's prior consent, and has no authority to do so.

11. 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 and that Consultant has not and shall not become a party to any other agreement of any kind which conflicts with this Agreement.

12. 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.

13. 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.

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

15. 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.

16. 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:

Tim Saville
7705 Whitmore Lake Rd.
Whitmore Lake, MI 48178

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.

17. 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.

18. Waiver. Waiver by one party hereto of breach of any provision of this Agreement by the other shall not operate or be construed as a continuing waiver.

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. 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

Tim Saville

By: _____
Its: _____

By: _____

NORTHFIELD TOWNSHIP

MEMO

To: Northfield Township Board
From: Jennifer Carlisle
Date: 4/6/2017
Re: Township Manager hiring process

Dear Township Board,

The deadline to receive resumes for the Township Manager position is Friday, April 21, 2017. From my understanding, the previous hiring process went as follows:

- 3 members of the board were selected as a Hiring Committee. The Hiring Committee reviewed all applicant resumes and determined the top 10 candidates.
- Once the top 10 candidates were identified, these 10 resumes were distributed to the entire Board. Each board member then chose their top 3 candidates.
- The Hiring Committee collected each board member's top choices to determine the overall top 3 candidates.
- The top 3 candidates were then notified and interviewed by the board in an Open Session meeting.

We recently assembled a Personnel Committee to update the township's Employee Handbook, and Job Descriptions. I am requesting the board to allow the Personnel Committee to take the first step in the hiring process for Township Manager, and have them perform the initial review of the resumes received.

Sincerely,

Jennifer Carlisle
Administrative Assistant

Memo

To: Northfield Township Board of Trustees

From: Marlene Chockley, Supervisor

RE: Non-motorized Path Easements

Date: 4-6-17

Trustees,

Mr. Westrate plans to sign the easement agreement on Friday. I will provide a signed copy prior to the board meeting.

If Mr. Stoyanovich returns his agreement, I will add that to the agenda. I have not heard back from him despite repeated attempts.

Thank you for your patience.



Marlene Chockley

**PERMANENT NON-EXCLUSIVE EASEMENT FOR PUBLIC SIDEWALK AND/OR
PATHWAY AND PUBLIC INGRESS AND EGRESS**

This Permanent Non-Exclusive Easement for Public Sidewalk and/or Pathway and Public Ingress and Egress (“Easement”) is made this ____ day of _____, 2017, by and between Brian E. Westrate, a single man, whose address is 385 Barker Road, Whitmore Lake, Michigan 48189 (hereinafter referred to as the “OWNER”) and the **TOWNSHIP OF NORTHFIELD**, whose address is 8350 Main Street, Suite A, Whitmore Lake, Michigan 48189, a Michigan municipal corporation (hereinafter referred to as the “TOWNSHIP”) who agree as hereinafter set forth:

WHEREAS, the TOWNSHIP proposes to install a non-motorized pathway upon OWNER’S property in accordance with and as part of the Northfield Barker Road Non-Motorized Path, Phase III Project;

WHEREAS, in order to construct said improvements it is necessary for the TOWNSHIP and/or its agents, licensees and contractors to enter upon a portion of the lands owned by OWNER to complete the construction;

WHEREAS, OWNER is the holder of marketable title to the property legally described as follows:

Beginning at a point on the East and West ¼ line of Section 6, T1S, R6E, Northfield Township, Washtenaw County, Michigan, said point being located 1297.63 feet due West of the East ¼ corner of said Section and running thence South 00 degrees 36’ East 396.02 feet; thence due West 120 feet; thence North 00 degrees 36’ West 396.02 feet to the East and West ¼ line of Section 6; thence due East along the said ¼ line 120 feet to the Point of Beginning. Subject to the rights of the public over the Northerly 33 feet.

WHEREAS, OWNER has agreed to allow the TOWNSHIP and/or its agents, licensees and contractors, to enter a portion of OWNER’S property to construct and complete the improvements contemplated herein; and

WHEREAS, the Easement is depicted and described in the attached Exhibit A drawing as prepared by Tetra Tech, Barker Road Non-Motorize Path - Phase 3 Project;

NOW THEREFORE, for the consideration of Sixteen Thousand Five Hundred Dollars (\$16,500.00), allocated as Fifteen Thousand Dollars for the real estate, and One Thousand Five Hundred Dollars for landscaping restoration, it is agreed as follows:

1. OWNER hereby conveys and warrants to the TOWNSHIP a permanent, non-exclusive easement for public use upon and across and under the real estate which is situated in the Township of Northfield, County of Washtenaw, State of Michigan, more particularly described in Tetra Tech, Barker Road Non-Motorize Path - Phase 3 Project, Exhibit A attached hereto, including but not limited to, installation, maintenance, and repair of a public sidewalk and/or pathway, and appurtenances and equipment thereto; and use for non-motorized pedestrian and vehicular traffic.

2. The TOWNSHIP, its agents, employees, successors or assigns shall have the further right to enter upon sufficient land adjacent to the real estate which is the subject of the Easement for the purpose of installing, maintaining, repairing or replacing such of the improvements set forth above as the TOWNSHIP chooses to construct.

3. The improvements located within the Easement, which may include, but not be limited to, a sidewalk and/or pathway, will be owned by the TOWNSHIP.

4. The OWNER represents that it is the holder of marketable title to the real estate which is the subject of the Easement and has the authority to grant the Easement to the TOWNSHIP.

5. The OWNER acknowledges that the TOWNSHIP, by accepting the easements set forth herein, has no obligation to make any improvements other than those which presently exist in, over or upon the real estate which is the subject of the easements or any other real estate.

6. It is further acknowledged that the OWNER shall not construct any building or structure within the Easement as depicted and described on Exhibit A attached.

7. If the OWNER'S premises shall be disturbed by reason of the TOWNSHIP'S construction, then OWNER'S premises shall be restored to a reasonable likeness of its original condition by the TOWNSHIP. The installation, maintenance, and repair of a public sidewalk and/or pathway, and appurtenances and equipment thereto shall not be considered to be a disturbance for the purposes of this section.

8. The Easement shall run with the land and shall be binding on the OWNER, their tenants, heirs, successors or assigns.

**BRIAN E. WESTRATE,
A SINGLE MAN**

STATE OF _____)
)SS
COUNTY OF _____)

On this __ day of _____, 2017, before me, a Notary Public, in and for said County and State, personally appeared Brian E. Westrate, a single man, and acknowledged said instrument to be their free act and deed.

_____, Notary Public
_____ County, _____
Acting in _____ County
My Commission expires:

ACCEPTANCE OF EASEMENT BY TOWNSHIP

The Board of Trustees for the Township of Northfield has, by its action at the Board of Trustees meeting of _____, 2017, accepted the above grant of easement.

NORTHFIELD TOWNSHIP

BY: Kathy Manley
ITS: Clerk

STATE OF _____)
)SS
COUNTY OF _____)

On this __ day of _____, 2017, before me, a Notary Public, in and for said County and State, personally appeared Kathy Manley, Clerk of Northfield Township, and acknowledged said instrument to be their free act and deed.

_____, Notary Public
_____ County, _____
Acting in _____ County
My Commission expires:

Tax Identification No. B-02-06-400-020

Recording fee: _____

PREPARED BY AND WHEN
RECORDED RETURN TO:

BRADFORD L. MAYNES (P68319)
Attorney at Law
LAW OFFICE OF PAUL E. BURNS
133 West Grand River Avenue
Brighton, Michigan 48116
(810) 227-5000

RESOLUTION No. 17-557

WHEREAS, the Township of Northfield (the “Township”) is a Michigan General Law Township, a public body organized to provide essential government services; and

WHEREAS, the Township has negotiated the fair market value for obtaining easements for proposed construction of the Northfield Barker Road Non-Motorized Path, Phase III Project from Brian Westrate, and the Township and the party have both agreed that the fair market value is the following:

Brian Westrate	\$16,500.00
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BE IT THEREFORE RESOLVED, the Board of Trustees therefore authorizes the Treasurer of the Township to pay Brian Westrate in the amount of \$16,500.00 in exchange for delivery of the Permanent Non-Exclusive Easement for Public Sidewalk and/or Pathway and Public Ingress and Egress for the proposed construction of the Northfield Barker Road Non-Motorized Path, Phase III Project.

This Resolution was adopted by the Board of Trustees action on April 11, 2017.

Kathleen Manley
Northfield Township Clerk

I, Kathleen Manley, Township Clerk for the Township of Northfield, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Northfield Township Board of Trustees at a regular meeting on April 11, 2017.

Kathleen Manley
Northfield Township Clerk