



AGENDA
THOMAS TOWNSHIP REGULAR BOARD MEETING
8215 Shields Drive, Saginaw, MI 48609
April 6, 2020
7:00 P.M.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Consent Agenda
 - A. Approval of Board Minutes March 2, 2020
 - B. Approval of Special Board Minutes March 16, 2020.
 - C. Approval of Expenditures.
 - D. Acknowledge and receive the resignation of Meaghan Zielinski from the Parks Department.
6. Communications-Petitions-Citizen Comments
It is requested that you state your name and address for the record.
7. Public Hearing
 - A. None.
8. Unfinished Business
 - A. None.
9. New Business
 - A. Update on Township COVID-19 Action Plan.
 - B. Approve Resolution 20-05 the Investment/Withdrawal Authorization Resolution for the fiscal year 2020/2021.
 - C. Approve the purchase of three (3) 2020 Super Duty Ford F-250 XL Fleet Trucks under the recently approved Buy-Back Program.
 - D. Award the Pump Station #1 Controls Upgrade to Spicer Group in the amount of \$14,400.00.
 - E. Award the Pump Station #1 pump repair contract to Kennedy Industries in the amount of \$30,978.00.
 - F. Authorize Yeager Asphalt to complete the Owen Cemetery asphalt recap in the amount of \$24,500.00.
 - G. Approve text amendment 20-Z-01 to amend Chapter 2, Section 2.2, "Definitions", specifically the definition of "Essential Services".
 - H. Approve the purchase of a parcel on North River Road from Holy Cross Services.
 - I. Authorize the purchase of LED lighting fixtures for the DPW facility from Standard Electric in the amount of \$14,605.22.
 - J. Approve a one year extension to the audit contract.

- 10. Reports
 - A. Supervisor
 - B. Clerk
 - C. Treasurer
 - D. Manager
 - E. Community Development
 - F. DPW
 - G. Finance
 - H. Fire Dept.
 - I. Police Dept.
 - J. Parks & Recreation
 - K. Board Members
- 11. Executive Session
 - A. None
- 12. Adjournment

Thomas Township
 Board of Trustee Meeting
 Citizen Comment Instructions

Any citizen may address the Thomas Township Board of Trustees at item #6, which is the Citizen Comment Section of the Board Meeting.

Supervisor Weise will ask if there is anyone who would like to address the Board. If there are multiple people, he will invite you to speak when it is your turn.

You will be asked to stand and to state your name and address for the records.

You may then address your issue to the Board Members. In the interest of time, all citizens are requested to limit their comments to three minutes.



THOMAS TOWNSHIP
REGULAR BOARD MEETING MINUTES
8215 Shields Drive, Saginaw, MI 48609
March 2, 2020
7:00 o'clock p.m.

1. The Regular Board Meeting was called to order at 7:00 p.m. by Supervisor Weise.
2. PRESENT: DeLine, Weber, Weise, Thayer, Sommers, Monahan
ABSENT: Brosowski

ALSO PRESENT: Township Manager, Russ Taylor; Finance Director, Deidre Frolo; DPW Director, Rick Hopper; Parks and Recreation Director, John Corriveau; Director of Community Development, Dan Sika; Police Chief, Al Fong; Fire Chief, Mike Cousins; Deputy Clerk, Darci Seamon; Township Attorney, Mark Mahlberg and no interested parties.

3. The Pledge of Allegiance was recited.
4. Motion was made by Thayer, seconded by Sommers to approve the agenda as presented. Motion carried unanimously.

AGENDA
THOMAS TOWNSHIP REGULAR BOARD MEETING
8215 Shields Drive, Saginaw, MI 48609
March 2, 2020
7:00 P.M.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Consent Agenda
 - A. Approval of Board Minutes February 3, 2020
 - B. Approval of Special Board Minutes February 10, 2020
 - C. Approval of Expenditures.
 - D. Acknowledge and accept the resignation of Stephan Allison from the Fire Department.
 - E. Approve the hiring of Brandon Gagnon as a paid on-call Fire Fighter.
 - F. Appoint Rick Keith as the Township Architect for 2020/2021.
 - G. Appoint the Vector Tech Group as the Township Computer Services Provider for 2020/2021.
 - H. Appoint the Masud Labor Law Group as the Township Labor and Employment Attorney for 2020/2021.
 - I. Appoint Otto Brandt as the Township Municipal Law Attorney for 2020/2021.
 - J. Appoint Spicer Group as the Township Engineer for 2020/2021.
6. Communications-Petitions-Citizen Comments
It is requested that you state your name and address for the record.
7. Public Hearing
 - A. Receive comments pertaining to the proposed 2020/2021 fiscal year budget. The property tax millage rate proposed to be levied to support the proposed budget will be a subject of this hearing. The Board is NOT considering any increase to the property tax millage rate.
8. Unfinished Business
 - A. None.

9. New Business
 - A. Approve Resolution 20-04, the annual Appropriations Resolution for the 2020/2021 Fiscal Year.
 - B. Approve the proposed amended Appropriations Resolution to balance the 2019/2020 Fiscal Year Budget.
 - C. Approve Resolution 20-03, to implement the 2020/2021 Fees Resolution.
 - D. Approve Resolution 20-01, to support the Fire Department in applying for a Risk Reduction Grant through the Michigan Township Participating Plan.
 - E. Approve Resolution 20-02, to authorize the Police Department to apply for an AAA Traffic Safety Grant.
 - F. Approve the conditional purchase of a newly split parcel located at 2105 North River Road, Saginaw, Michigan 48609.
 - G. Approve the vehicle purchase and buy-back agreement with McDonald Ford.
 - H. Approve the proposed Letter of Agreement from Spicer Group for professional services in an amount not to exceed \$7,500.00 for the 5-Year Master Plan Update.
10. Reports

A. Supervisor	D. Manager	H. Fire Dept.
B. Clerk	E. Community Development	I. Police Dept.
C. Treasurer	F. DPW	J. Parks & Recreation
	G. Finance	K. Board Members
11. Executive Session
 - A. None
12. Adjournment
5. It was moved by Weber, seconded by DeLine to approve the consent agenda as presented. Motion carried unanimously.
 - A. Approval of Township Board minutes from the regular meeting 02/03/2020.
 - B. Approval of the Township Special Board minutes from 02/10/2020.
 - C. Expenditures consisting of:

Clearing Fund	\$4,388.99
General Fund	366,939.98
Public Safety-Fire Department	14,498.72
Fire Apparatus	79.00
Public Safety-Police Department	15,763.64
Public Safety-Drug Law Enforcement	0.00
Downtown Development Authority	312.88
Road Revolving Fund	0.00
Sewer Fund	143,431.08
Water Fund	258,201.04
Municipal Refuse	0.00
Tax	4,349,887.28
 - D. Acknowledged and accepted the resignation of Stephan Allison from the Fire Department.
 - E. Approved the hiring of Brandon Gagnon as a paid on-call Fire Fighter.
 - F. Appointed Rick Keith as the Township Architect for 2020/2021.
 - G. Appointed the Vector Tech Group as the Township Computer Services Provider for 2020/2021.
 - H. Appointed the Masud Labor Law Group as the Township Labor and Employment Attorney for 2020/2021.
 - I. Appointed Otto Brandt as the Township Municipal Law Attorney for 2020/2021.
 - J. Appointed Spicer Group as the Township Engineer for 2020/2021.
6. Communications-Petitions-Citizen Comments
 - A. None.

7. Public Hearing
 - A. The public hearing pertaining to the proposed 2020/2021 fiscal year budget including the property tax millage proposed to be levied to support the proposed budget was opened at 7:01 p.m. and closed at 7:02 p.m. with no public comment.

8. Unfinished Business
 - A. None.

9. New Business
 - A. It was moved by Sommers, seconded by Monahan to approve Resolution 20-04, the annual Appropriations Resolution for the 2020/2021 Fiscal Year.
Roll Call:
Ayes: Monahan, DeLine, Weber, Weise, Thayer, Sommers
Absent: Brosowski
Nays: None
Abstain: None
 - B. It was moved by DeLine seconded by Thayer to approve the proposed amended Appropriations Resolution to balance the 2019/2020 Fiscal Year Budget. Motion carried unanimously.
 - C. It was moved by Sommers, seconded by Weber to approve Resolution 20-03, to implement the 2020/2021 Fees Resolution.
Roll Call:
Ayes: Sommers, Monahan, DeLine, Weber, Weise, Thayer
Absent: Brosowski
Nays: None
Abstain: None
 - D. It was moved by DeLine, seconded by Weber to approve Resolution 20-01, to support the Fire Department in applying for a Risk Reduction Grant through the Michigan Township Participating Plan.
Roll Call:
Ayes: Thayer, Sommers, Monahan, DeLine, Weber, Weise
Absent: Brosowski
Nays: None
Abstain: None
 - E. It was moved by Weber, seconded by Sommers to approve Resolution 20-02, to authorize the Police Department to apply for an AAA Traffic Safety Grant.
Roll Call:
Ayes: Thayer, Sommers, Monahan, DeLine, Weber, Weise
Absent: Brosowski
Nays: None
Abstain: None
 - F. It was moved by Thayer, seconded by Monahan to approve the conditional purchase of a newly split parcel located at 2105 North River Road, Saginaw, Michigan 48609. Motion carried unanimously.
 - G. It was moved by Weber, seconded by Sommers to approve the vehicle purchase and buy-back agreement with McDonald Ford. Motion carried unanimously.
 - H. It was moved by DeLine, seconded by Monahan to approve the proposed Letter of Agreement from Spicer Group for professional services in an amount not to exceed \$7,500.00 for the 5-Year Master Plan Update. Motion carried unanimously.

10. Report of Officers and Staff:
 - A. Supervisor's Report – None.
 - B. Clerk's Report – None.
 - C. Treasurer's Report – None.
 - D. Manager's Report – None.
 - E. Receive and file Community Development Reports.
 - F. Receive and file the DPW Report.
 - G. Receive and file the Finance Report.
 - H. Receive and file the Fire Department Report. Chief Cousins reported that Station One responded to 650 calls in 2019 while Station 2 responded to 145 calls.
 - I. Receive and file the Police Department Report.
 - J. Receive and file the Parks and Recreation Report.
 - K. Board Member Reports – None.

11. Executive Session:
 - A. None

12. It was moved by Weber seconded by DeLine to adjourn the meeting at 7:28 p.m. Motion carried unanimously.

Edward Brosowski, Clerk

Dated



THOMAS TOWNSHIP
SPECIAL BOARD MEETING MINUTES
8215 Shields Drive, Saginaw, MI 48609
March 16, 2020
10:00 o'clock a.m.

1. The Special Board Meeting was called to order at 10:00 a.m. by Supervisor Weise.

2. PRESENT: Weise, Weber, Brosowski, Sommers, Thayer, DeLine

ABSENT: Monahan

ALSO PRESENT: Township Manager, Russ Taylor; Finance Director, Deidre Frolo; DPW Director, Rick Hopper; Parks and Recreation Director, John Corriveau; Director of Community Development, Dan Sika; Police Chief, Al Fong; Fire Chief, Mike Cousins; Deputy Clerk, Darci Seamon and no interested parties.

3. The Pledge of Allegiance was recited.

4. Motion was made by Brosowski, seconded by Thayer to approve the agenda as presented. Motion carried unanimously.

AGENDA
THOMAS TOWNSHIP SPECIAL BOARD MEETING
8215 Shields Drive, Saginaw, MI 48609
March 16, 2020
10:00 a.m.

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. Approval of Agenda

5. Consent Agenda

A. None.

6. Communications-Petitions-Citizen Comments

It is requested that you state your name and address for the record.

7. Public Hearing

A. None.

8. Unfinished Business

A. None.

9. New Business

A. Discuss the mitigation plan to conform to the guidance from the Michigan Department of Health and Human Services.

10. Reports

A. None.

11. Executive Session

None.

12. Adjournment

5. Consent Agenda
 - A. None
 6. Communications-Petitions-Citizen Comments:
 - A. None.
 7. Public Hearing
 - A. None.
 8. Old Business
 - A. None
 9. New Business:
 - A. It was moved by Weber, supported by Sommers, to authorize the following actions to mitigate the threat of the COVID-19 virus as follows:
 1. Close Township buildings to public access immediately through March 29th.
 2. Authorize the Township Manager to extend the limited public access through April 6th (Monday).
 3. Authorize Township Manager to waive late fees and penalties as needed.
 4. Authorize Township Manager to reschedule meetings, suspend programs and take other actions to comply with State and Federal directives, and to protect the health safety and welfare of both the public and Township employees. This may include quarantining employees, providing limited childcare and other unusual actions consistent with protecting the public and employees' health.
- Motion carried unanimously.
10. Executive Session:
 - A. None
11. It was moved by Thayer, seconded by DeLine, to adjourn the meeting at 10:23 a.m. Motion carried unanimously.

Edward Brosowski, Clerk

Dated



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** April 6, 2020
- **PERSON SUBMITTING:** Deidre Frollo, Fiscal Services Director
- **AGENDA TOPIC:** Approval of Expenditures
- **EXPLANATION OF TOPIC FOR BOARD MEMBERS:**
The Appropriations Act passed in March Appropriated total funds for the 2019/2020 fiscal year for operating the budgets of the various finds. Monthly the board needs to approve the total expenditures in each fund for the month.

In addition to the fund expenditures listed in the motion, Library Fund expenditures were \$38,163.80. Township Board approval is not required for Library expenditures. Payroll expenditures are not required to be included in this motion.

- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:**
Invoice approval list by fund
Cash balances report
- **POSSIBLE COURSES OF ACTION:**
Approval/not approve expenditures
- **SUGGESTED/REQUESTED MOTION:**
Motion by _____, supported by _____ to approve the expenditures totaling \$4,171,899.91 with individual fund totals as follows:

Clearing Fund	480.00
General Fund.....	371,098.04
Public Safety - Fire Department.....	18,086.42
Fire Apparatus	753.86
Public Safety - Police Department	64,403.50
Public Safety - Drug Law Enforcement	0.00
Downtown Development Authority.....	679.33
Road Revolving Fund.....	0.00
Sewer Fund	237,345.38
Water Fund	687,076.46
Municipal Refuse	75,726.55
Tax.....	2,716,250.37

As shown on checks #61726-61907

JOURNALIZED

PAID - CHECK TYPE: PAPER CHECK

Vendor Invoice Date Invoice Amount

Fund	Dept	Invoice Line Desc	Vendor	Invoice Date	Invoice Amount
Fund 100	Dept 000	CLEARING FUND			
100-000-231.575		MOBILE PHONE CHARGES	STATE BANK	02/24/20	240.00
100-000-231.575		MOBILE PHONE CHARGES	STATE BANK	03/24/20	240.00
		Total For Dept 000			480.00
Fund 101	Dept 000	GENERAL OPERATING FUND			
101-000-449.000		MOBILE HOME FEES	SAGINAW COUNTY TREASURER	03/30/20	270.00
101-000-449.000		MOBILE HOME FEES	SAGINAW COUNTY TREASURER	03/30/20	301.50
101-000-449.000		MOBILE HOME FEES	SAGINAW COUNTY TREASURER	03/30/20	1,080.00
101-000-449.000		MOBILE HOME FEES	SAGINAW COUNTY TREASURER	03/30/20	1,206.00
		Total For Dept 000			2,857.50
Dept 101	Dept 000	BOARD-LEGISLATIVE			
101-101-802.000		LEGAL SERVICES	OTTO BRANDT	03/03/20	580.00
101-101-900.000		LEGAL NOTICES	VIEW NEWSPAPER GROUP	02/29/20	181.44
		Total For Dept 101 BOARD-LEGISLATIVE			761.44
Dept 172	Dept 000	MANAGER-ADMINISTRATIVE			
101-172-850.100		WIRELESS COMMUNICATIONS	STATE BANK	02/24/20	14.62
101-172-850.100		WIRELESS COMMUNICATIONS	STATE BANK	03/24/20	14.62
101-172-960.000		EDUCATION & TRAINING	STATE BANK	02/24/20	467.77
		Total For Dept 172 MANAGER-ADMINISTRATIVE			497.01
Dept 191	Dept 000	ELECTIONS			
101-191-740.000		OPERATING SUPPLIES	HOME DEPOT	03/08/20	659.64
101-191-740.000		OPERATING SUPPLIES	STATE BANK	03/24/20	193.13
101-191-818.000		ELECTION INSPECTORS	AGNES GNATKOWSKI	03/10/20	180.00
101-191-818.000		ELECTION INSPECTORS	AL KINDEL	03/10/20	210.00
101-191-818.000		ELECTION INSPECTORS	ARLENE GILLINGS	03/10/20	195.00
101-191-818.000		ELECTION INSPECTORS	BONNIE SEAH	03/10/20	165.00
101-191-818.000		ELECTION INSPECTORS	CAROL PAWLANTA	03/10/20	165.00
101-191-818.000		ELECTION INSPECTORS	CARRIE HOVIS	03/10/20	72.00
101-191-818.000		ELECTION INSPECTORS	CHARLES KENYON	03/10/20	165.00
101-191-818.000		ELECTION INSPECTORS	CHRISTINE GULCZINSKI	03/10/20	180.00
101-191-818.000		ELECTION INSPECTORS	DANIEL LAVIOLETTE	03/10/20	165.00
101-191-818.000		ELECTION INSPECTORS	DEBORAH BABINSKI	03/10/20	220.00
101-191-818.000		ELECTION INSPECTORS	DEBRA EVANS	03/10/20	165.00
101-191-818.000		ELECTION INSPECTORS	DIANA MEYERS	03/10/20	165.00
101-191-818.000		ELECTION INSPECTORS	FRANCES JAENICKE	03/10/20	165.00
101-191-818.000		ELECTION INSPECTORS	FRANK GULCZINSKI II	03/10/20	165.00
101-191-818.000		ELECTION INSPECTORS	GERDA JONES	03/10/20	165.00
101-191-818.000		ELECTION INSPECTORS	GREG ROHLE	03/10/20	250.00
101-191-818.000		ELECTION INSPECTORS	IRIS RAE HEITKAMP	03/10/20	165.00
101-191-818.000		ELECTION INSPECTORS	JANAINA MILLARD	03/10/20	165.00
101-191-818.000		ELECTION INSPECTORS	JEAN ROOKER	03/10/20	165.00
101-191-818.000		ELECTION INSPECTORS	JOYCE DUVE	03/10/20	195.00
101-191-818.000		ELECTION INSPECTORS	JUDITH NEWCOMB	03/10/20	195.00
101-191-818.000		ELECTION INSPECTORS	KATHLEEN MURPHY	03/10/20	180.00
101-191-818.000		ELECTION INSPECTORS	MARGARET ROCK	03/10/20	195.00
101-191-818.000		ELECTION INSPECTORS	MIA CURRIER	03/10/20	165.00

INVOICE GL DISTRIBUTION REPORT FOR THOMAS TOWNSHIP
 POST DATES 03/01/2020 - 03/31/2020
 JOURNALIZED
 PAID - CHECK TYPE: PAPER CHECK

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 GENERAL OPERATING FUND					
Dept 191 ELECTIONS					
101-191-818.000	ELECTION INSPECTORS	MICHAEL CASALE	03/10/20	PRES PRIMARY 3/10/20	225.00
101-191-818.000	ELECTION INSPECTORS	MITCHELL LIENCZEWSKI	03/10/20	PRES PRIMARY 3/10/20	180.00
101-191-818.000	ELECTION INSPECTORS	NICOLE SEAMON	03/10/20	PRES PRIMARY 3/10/20	205.00
101-191-818.000	ELECTION INSPECTORS	NORMA DONALDSON	03/10/20	PRES PRIMARY 3/10/20	165.00
101-191-818.000	ELECTION INSPECTORS	PATRICIA CLOSE	03/10/20	PRES PRIMARY 3/10/20	165.00
101-191-818.000	ELECTION INSPECTORS	PATRICIA HUGH	03/10/20	PRES PRIMARY 3/10/20	180.00
101-191-818.000	ELECTION INSPECTORS	RENEE KRETZ	03/10/20	PRES PRIMARY 3/10/20	165.00
101-191-818.000	ELECTION INSPECTORS	RITA GRASSO	03/10/20	PRES PRIMARY 3/10/20	165.00
101-191-818.000	ELECTION INSPECTORS	RITA JIMENEZ	03/10/20	PRES PRIMARY 3/10/20	165.00
101-191-818.000	ELECTION INSPECTORS	RUTH RUPPRECHT	03/10/20	PRES PRIMARY 3/10/20	165.00
101-191-818.000	ELECTION INSPECTORS	SHIRLEY CORL	03/10/20	PRES PRIMARY 3/10/20	165.00
101-191-818.000	ELECTION INSPECTORS	SUE TAYLOR	03/10/20	PRES PRIMARY 3/10/20	210.00
101-191-818.000	ELECTION INSPECTORS	VICKI TAYLOR	03/10/20	PRES PRIMARY 3/10/20	165.00
101-191-818.000	ELECTION INSPECTORS	WANDA ROHLE	03/10/20	PRES PRIMARY 3/10/20	225.00
Total For Dept 191 ELECTIONS					7,779.77
Dept 253 TREASURER-FINANCE DEPARTMENT					
101-253-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	02/22/20	8057582855	14.60
101-253-740.000	OPERATING SUPPLIES	STATE BANK	02/24/20	FEBRUARY 2020	261.26
101-253-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	03/14/20	8057851343	28.11
Total For Dept 253 TREASURER-FINANCE DEPARTMENT					303.97
Dept 257 ASSESSING					
101-257-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	02/22/20	8057582855	(88.99)
101-257-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	03/07/20	8057762849	44.12
101-257-740.000	OPERATING SUPPLIES	STATE BANK	03/24/20	MARCH 2020	60.00
101-257-817.000	PROFESSIONAL SERVICES	KENT COMMUNICATIONS INC	02/25/20	287095	2,843.01
101-257-817.000	PROFESSIONAL SERVICES	MAIL ROOM SERVICE CENTER	02/29/20	02200364	71.44
Total For Dept 257 ASSESSING					2,929.58
Dept 265 BUILDING & GROUNDS					
101-265-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	02/22/20	8057582855	9.95
101-265-740.000	OPERATING SUPPLIES	STATE BANK	02/24/20	FEBRUARY 2020	695.57
101-265-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	03/14/20	8057851343	272.23
101-265-740.000	OPERATING SUPPLIES - COVID-19	PRINT EXPRESS OFFICE PRO	03/30/20	0090540-001	31.90
101-265-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	03/21/20	8057932546	19.28
101-265-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	03/28/20	8057992498	52.41
101-265-740.000	OPERATING SUPPLIES	STATE BANK	03/24/20	MARCH 2020	580.98
101-265-740.125	OPERATING SUPPLIES PASSPORT P	STAPLES ADVANTAGE	02/22/20	8057582855	55.10
101-265-740.125	OPERATING SUPPLIES PASSPORT P	STAPLES ADVANTAGE	03/07/20	8057762849	32.41
101-265-810.100	OPERATING SUPPLIES PASSPORT P	STATE BANK	03/24/20	MARCH 2020	858.95
101-265-810.100	CONTRACTED SERVICES	MAIL ROOM SERVICE CENTER	02/29/20	02200364	730.54
101-265-810.100	CONTRACTED SERVICES	SHRED EXPERTS	02/25/20	106997	90.00
101-265-850.000	TELEPHONE	123.NET	03/01/20	458960	118.38
101-265-850.000	TELEPHONE	STATE BANK	02/24/20	FEBRUARY 2020	130.91
101-265-850.000	TELEPHONE	STATE BANK	03/24/20	MARCH 2020	131.01
101-265-920.000	UTILITIES	THOMAS TWP WATER	03/01/20	12/1/19-03/01/20	57.05
101-265-920.000	UTILITIES	CONSUMERS ENERGY CO	03/17/20	206968263839	610.43
101-265-920.000	UTILITIES	CONSUMERS ENERGY CO	03/17/20	203675974180	919.52
101-265-920.000	UTILITIES	CONSUMERS ENERGY CO	03/17/20	204298905796	48.76
101-265-920.000	UTILITIES	CONSUMERS ENERGY CO	03/17/20	204298905795	47.99
101-265-920.000	UTILITIES	CONSUMERS ENERGY CO	03/17/20	204298905794	84.50
101-265-920.000	UTILITIES	CONSUMERS ENERGY CO	03/17/20	204298905793	72.25

JOURNALIZED

PAID - CHECK TYPE: PAPER CHECK

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 GENERAL OPERATING FUND					
Dept 265 BUILDING & GROUNDS					
101-265-920.000	UTILITIES	CONSUMERS ENERGY CO	03/17/20	201006555211	33.63
101-265-930.000	REPAIRS/MAINTENANCE	COMMUNICATION CONSULTANT	02/24/20	20200173	26.25
101-265-930.000	REPAIRS/MAINTENANCE	STATE BANK	02/24/20	FEBRUARY 2020	64.00
101-265-930.000	REPAIRS/MAINTENANCE	MIDLAND PAPER COMPANY	02/12/20	083165	431.83
101-265-930.000	REPAIRS/MAINTENANCE - COVID-19	AIRGAS USA, LLC	03/12/20	9099275766	134.80
101-265-930.000	REPAIRS/MAINTENANCE - COVID-19	HOME DEPOT	03/30/20	MARCH 31, 2020	2,137.92
101-265-930.000	REPAIRS/MAINTENANCE - COVID-19	SHERWIN-WILLIAMS	03/30/20	MARCH 2020	75.22
101-265-930.000	REPAIRS/MAINTENANCE	STATE BANK	03/24/20	MARCH 2020	64.00
101-265-930.000	REPAIRS/MAINTENANCE - COVID-19	USABLUBOOK	03/11/20	169880	1,398.61
101-265-930.000	REPAIRS/MAINTENANCE - COVID-19	USABLUBOOK	03/12/20	171283	272.78
101-265-930.000	REPAIRS/MAINTENANCE - COVID-19	USABLUBOOK	03/20/20	180581	129.03
101-265-930.000	REPAIRS/MAINTENANCE - COVID-19	USABLUBOOK	03/20/20	180850	165.24
101-265-930.000	REPAIRS/MAINTENANCE - COVID-19	USABLUBOOK	03/23/20	182392	28.98
101-265-936.000	MAINTENANCE AGREEMENTS	BRADYS BUSINESS SYSTEM	03/12/20	33AR467008	420.68
Total For Dept 265 BUILDING & GROUNDS					11,033.09
Dept 276 CEMETERY					
101-276-940.100	EQUIPMENT RENTAL	R. B. SATKOWIAK'S CITY SEW	02/26/20	0220-148	90.00
Total For Dept 276 CEMETERY					90.00
Dept 282 GREAT LAKES TECH PARK MTCE					
101-282-920.000	UTILITIES	CONSUMERS ENERGY CO	03/17/20	206434480380	313.49
Total For Dept 282 GREAT LAKES TECH PARK MTCE					313.49
Dept 371 COMMUNITY DEVELOPMENT					
101-371-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	02/15/20	8057508908	15.80
101-371-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	02/22/20	8057582855	11.98
101-371-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	02/29/20	8057670857	14.95
101-371-740.000	OPERATING SUPPLIES	STATE BANK	02/24/20	FEBRUARY 2020	17.96
101-371-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	03/07/20	8057762849	41.08
101-371-740.000	OPERATING SUPPLIES	STATE BANK	03/24/20	MARCH 2020	39.95
101-371-802.000	LEGAL SERVICES	OTTO BRANDT	03/03/20	MARCH 2020	460.00
101-371-810.100	CONTRACTED SERVICES	KENT COMMUNICATIONS INC	02/28/20	FLYER FEE - 2020	500.90
101-371-850.100	WIRELESS COMMUNICATIONS	STATE BANK	02/24/20	FEBRUARY 2020	29.04
101-371-850.100	WIRELESS COMMUNICATIONS	STATE BANK	03/24/20	MARCH 2020	29.04
101-371-900.000	LEGAL NOTICES	VIEW NEWSPAPER GROUP	02/29/20	291166	51.84
101-371-938.100	GAS & DIESEL FUEL	WEX INC	02/29/20	64094816	23.90
101-371-960.000	EDUCATION & TRAINING	STATE BANK	02/24/20	FEBRUARY 2020	21.35
101-371-960.000	EDUCATION & TRAINING	STATE BANK	03/24/20	MARCH 2020	11.54
Total For Dept 371 COMMUNITY DEVELOPMENT					1,269.33
Dept 421 CONSTRUCTION CODES					
101-421-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	03/07/20	8057762849	36.44
101-421-817.000	PROFESSIONAL SERVICES	SPICER GROUP INC.	03/18/20	200753	746.00
101-421-850.100	WIRELESS COMMUNICATIONS	STATE BANK	02/24/20	FEBRUARY 2020	14.42
101-421-850.100	WIRELESS COMMUNICATIONS	STATE BANK	03/24/20	MARCH 2020	14.42
101-421-960.000	EDUCATION & TRAINING	INTERNATIONAL CODE COUNC	02/04/20	1001153456-1	17.00
101-421-960.000	EDUCATION & TRAINING	STATE BANK	03/24/20	MARCH 2020	69.00
Total For Dept 421 CONSTRUCTION CODES					897.28
Dept 448 STREET LIGHTING					
101-448-920.000	UTILITIES	CONSUMERS ENERGY CO	02/29/20	203853917424	1,492.53
101-448-920.000	UTILITIES	CONSUMERS ENERGY CO	02/29/20	202430044471	4,275.89

GL Number	Invoice Line Desc	Vendor	PAID - CHECK TYPE: PAPER CHECK	Invoice Date	Invoice	Amount
Fund 101 GENERAL OPERATING FUND						
Dept 448 STREET LIGHTING						
Dept 752 ADMINISTRATION				Total For Dept 448 STREET LIGHTING		5,768.42
101-752-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	02/29/20	8057670857		372.84
101-752-740.000	OPERATING SUPPLIES	BRADYS BUSINESS SYSTEM	03/23/20	33AR470039		125.15
101-752-740.000	OPERATING SUPPLIES	BRADYS BUSINESS SYSTEM	02/24/20	33AR460206		32.98
101-752-740.000	OPERATING SUPPLIES	PRINT EXPRESS OFFICE PRO	02/28/20	0090025-001		68.34
101-752-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	03/07/20	8057762849		(1.03)
101-752-960.000	EDUCATION & TRAINING	STATE BANK	02/24/20	FEBRUARY 2020		739.02
101-752-960.000	EDUCATION & TRAINING	STATE BANK	03/24/20	MARCH 2020		145.00
Dept 756 FACILITY ACQUISITION/CONSTRUC						
101-756-974.550	CAPITAL IMPROVEMENTS ROBERTS	HOME DEPOT	03/08/20	MARCH 2020		527.00
101-756-974.550	CAPITAL IMPROVEMENTS ROBERTS	BELDEN	03/09/20	023773		4,324.55
101-756-974.550	CAPITAL IMPROVEMENTS ROBERTS	BARRETT SIGN	03/13/20	3053		7,449.48
101-756-974.550	CAPITAL IMPROVEMENTS ROBERTS	BARRETT SIGN	03/13/20	3053-1		7,449.47
101-756-974.550	CAPITAL IMPROVEMENTS ROBERTS	CARTER LUMBER	03/30/20	MARCH 2020		1,670.33
101-756-974.550	CAPITAL IMPROVEMENTS ROBERTS	HOME DEPOT	03/30/20	MARCH 31,2020		204.12
101-756-974.575	CAPITAL IMP. NATURE PRESERVE	SPICER GROUP INC.	02/26/20	200503		1,500.00
101-756-974.575	CAPITAL IMP. NATURE PRESERVE	BOYSVILLE OF MICHIGAN, I	03/31/20	2020-1		17,000.00
101-756-974.575	CAPITAL IMP. NATURE PRESERVE	BOYSVILLE OF MICHIGAN, I	01/30/20	2020		1,000.00
Dept 762 SENIOR CITIZENS PROGRAMS						
101-762-740.000	OPERATING SUPPLIES	STATE BANK	02/24/20	FEBRUARY 2020		190.12
101-762-740.000	OPERATING SUPPLIES	SAM'S CLUB/SYNCHRONY BAN	03/02/20	MARCH 2020		108.62
101-762-740.000	OPERATING SUPPLIES	STATE BANK	03/24/20	MARCH 2020		95.71
Dept 768 ARCHERY						
101-768-740.000	OPERATING SUPPLIES	STATE BANK	02/24/20	FEBRUARY 2020		92.50
101-768-740.000	OPERATING SUPPLIES	STATE BANK	03/24/20	MARCH 2020		523.63
Dept 770 OPERATIONS & MAINTENANCE						
101-770-740.000	OPERATING SUPPLIES	NAPA AUTO PARTS OF SHIEL	02/28/20	FEBRUARY 2020		12.99
101-770-740.000	OPERATING SUPPLIES	STATE BANK	02/24/20	FEBRUARY 2020		199.97
101-770-850.000	TELEPHONE	STATE BANK	02/24/20	FEBRUARY 2020		112.30
101-770-850.000	TELEPHONE	STATE BANK	03/24/20	MARCH 2020		112.66
101-770-850.100	WIRELESS COMMUNICATIONS	STATE BANK	02/24/20	FEBRUARY 2020		26.62
101-770-850.100	WIRELESS COMMUNICATIONS	STATE BANK	03/24/20	MARCH 2020		26.62
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	02/25/20	203675944539		297.69
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	02/26/20	201540117265		69.60
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	02/29/20	202430044462		78.49
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	02/29/20	202430044439		213.97
101-770-920.000	UTILITIES	THOMAS TWP WATER	03/01/20	12/1/19-03/01/20		14.42
101-770-920.000	UTILITIES	THOMAS TWP WATER	03/01/20	12/1/19-03/01/20		64.54
101-770-920.000	UTILITIES	THOMAS TWP WATER	03/01/20	206879327833		29.92
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	03/17/20	204743857051		78.41
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	03/17/20	202519055712		8.42
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	03/17/20	202519055711		32.94
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	03/17/20			114.68

GL Number	Invoice Line Desc	Vendor	PAID - CHECK TYPE: PAPER CHECK	Invoice Date	Invoice	Amount
Fund 101 GENERAL OPERATING FUND						
Dept 770 OPERATIONS & MAINTENANCE						
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	03/17/20	202519055709	195.30	
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	03/17/20	201718127237	36.86	
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	03/17/20	201451152494	441.48	
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	03/25/20	203409007518	257.49	
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	03/26/20	206790412532	111.75	
101-770-930.000	REPAIRS/MAINTENANCE	HOME DEPOT	03/08/20	MARCH 2020	1,130.87	
101-770-930.000	REPAIRS/MAINTENANCE	NAPA AUTO PARTS OF SHIEL	02/28/20	FEBRUARY 2020	45.01	
101-770-930.000	REPAIRS/MAINTENANCE	SHERWIN-WILLIAMS	02/29/20	FEBRUARY 2020	35.22	
101-770-930.000	REPAIRS/MAINTENANCE	STATE BANK	02/24/20	FEBRUARY 2020	229.28	
101-770-930.000	REPAIRS/MAINTENANCE	NAPA AUTO PARTS OF SHIEL	03/24/20	MARCH 2020	44.69	
101-770-930.000	REPAIRS/MAINTENANCE	TRUSCO MANUFACTURING COM	03/06/20	12873	56.50	
101-770-930.000	REPAIRS/MAINTENANCE	TSC STORES	03/20/20	MARCH 2020	5.99	
101-770-930.000	REPAIRS/MAINTENANCE	ALLEN SUPPLY	03/04/20	154044	881.00	
101-770-930.000	REPAIRS/MAINTENANCE	HOME DEPOT	03/30/20	MARCH 31,2020	515.81	
101-770-930.000	REPAIRS/MAINTENANCE	PRINT EXPRESS OFFICE PRO	03/30/20	0090642-001	203.75	
101-770-930.000	REPAIRS/MAINTENANCE	SHERWIN-WILLIAMS	03/30/20	MARCH 2020	88.74	
101-770-930.000	REPAIRS/MAINTENANCE	STATE BANK	03/24/20	MARCH 2020	73.48	
101-770-938.000	VEHICLE EXPENSE	NAPA AUTO PARTS OF SHIEL	02/28/20	FEBRUARY 2020	17.98	
101-770-938.100	GAS & DIESEL FUEL	WEX INC	02/29/20	64094816	203.24	
Total For Dept 770 OPERATIONS & MAINTENANCE					6,068.68	
Dept 774 SPECIAL EVENTS						
101-774-817.200	PROFESSIONAL SERVICES FUTURE FE	PRINT EXPRESS OFFICE PRO	02/28/20	0090131-001	100.00	
Total For Dept 774 SPECIAL EVENTS					100.00	
Dept 776 TRAIN						
101-776-930.000	REPAIRS/MAINTENANCE	NAPA AUTO PARTS OF SHIEL	02/28/20	FEBRUARY 2020	106.18	
101-776-970.000	CAPITAL OUTLAY	ALLAN HERSHELL COMPANY,	03/12/20	2031220	8,405.53	
101-776-970.000	CAPITAL OUTLAY	DALE STROEBEL S AUTO	03/10/20	031213	249.44	
Total For Dept 776 TRAIN					8,761.15	
Dept 995 TRANSFER-OUT						
101-995-999.205	PUBLIC SAFETY - FIRE	THOMAS TWP PUBLIC SAFETY	03/09/20	2019-2020	87,523.00	
101-995-999.207	PUBLIC SAFETY - POLICE	THOMAS TWP PUBLIC SAFETY	03/09/20	2019-2020	130,526.50	
101-995-999.246	TRANSFER FROM GENERAL FUND	THOMAS TWP REVOLVING FUN	03/09/20	2019-2020	60,000.00	
Total For Dept 995 TRANSFER-OUT					278,049.50	
Total For Fund 101 GENERAL OPERATING FUND					371,098.04	
Fund 205 PUBLIC SAFETY-FIRE DEPARTMENT						
Dept 000						
205-000-740.000	OPERATING SUPPLIES	PRINT EXPRESS OFFICE PRO	02/28/20	0090084-001	75.84	
205-000-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	02/15/20	8057508908	16.49	
205-000-740.000	OPERATING SUPPLIES	PRINT EXPRESS OFFICE PRO	03/12/20	0090502-001	15.40	
205-000-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	03/07/20	8057762849	19.99	
205-000-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	03/14/20	8057851343	16.85	
205-000-740.000	OPERATING SUPPLIES	HONOR SECURITY INC	03/17/20	4963	90.00	
205-000-740.000	OPERATING SUPPLIES	MCKESSON/MOORE MEDICAL L	03/13/20	86924794	45.06	
205-000-740.000	OPERATING SUPPLIES	MCKESSON/MOORE MEDICAL L	03/13/20	87022434	147.30	
205-000-740.000	OPERATING SUPPLIES	MCKESSON/MOORE MEDICAL L	03/13/20	87066621	88.38	
205-000-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	03/21/20	8057932546	47.93	
205-000-740.000	OPERATING SUPPLIES	THOMAS TWP GENERAL FUND	03/04/20	5250	534.00	
205-000-745.000	OPERATING SUPPLIES OFFICE EQUIP	STAPLES ADVANTAGE	02/15/20	8057508908	432.98	

INVOICE GL DISTRIBUTION REPORT FOR THOMAS TOWNSHIP
 POST DATES 03/01/2020 - 03/31/2020
 JOURNALIZED
 PAID - CHECK TYPE: PAPER CHECK
 Vendor Invoice Date Invoice Amount

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice Amount
Fund 205 PUBLIC SAFETY-FIRE DEPARTMENT				
205-000-745.000	OPERATING SUPPLIES OFFICE EQUIP	STAPLES ADVANTAGE	02/22/20	138.69
205-000-800.000	ADMINISTRATION FEE	THOMAS TWP GENERAL FUND	03/09/20	7,328.00
205-000-810.100	CONTRACTED SERVICES	OTIS ELEVATOR COMPANY	02/20/20	74.46
205-000-810.100	CONTRACTED SERVICES	STATE BANK	02/24/20	339.51
205-000-810.100	CONTRACTED SERVICES	THOMAS TWP GENERAL FUND	03/19/20	267.00
205-000-810.100	CONTRACTED SERVICES	STATE BANK	03/24/20	355.38
205-000-836.000	EMPLOYMENT PHYSICALS	COVENANT OCCUPATIONAL	03/02/20	60.00
205-000-850.000	TELEPHONE	123.NET	03/01/20	458960
205-000-850.000	TELEPHONE	STATE BANK	02/24/20	118.38
205-000-850.000	TELEPHONE	STATE BANK	03/24/20	57.59
205-000-850.100	WIRELESS COMMUNICATIONS	NEXTEL COMMUNICATIONS	02/16/20	90.71
205-000-850.100	WIRELESS COMMUNICATIONS	STATE BANK	02/24/20	84.12
205-000-850.100	WIRELESS COMMUNICATIONS	NEXTEL COMMUNICATIONS	03/16/20	90.71
205-000-850.100	WIRELESS COMMUNICATIONS	STATE BANK	03/24/20	84.12
205-000-920.000	UTILITIES	CONSUMERS ENERGY CO	02/29/20	22.34
205-000-920.000	UTILITIES	THOMAS TWP WATER	03/01/20	292.34
205-000-920.000	UTILITIES	THOMAS TWP WATER	12/1/19-03/01/20	65.40
205-000-920.000	UTILITIES	CONSUMERS ENERGY CO	03/17/20	698.42
205-000-920.000	UTILITIES	CONSUMERS ENERGY CO	03/17/20	445.93
205-000-920.000	UTILITIES	CONSUMERS ENERGY CO	03/18/20	614.41
205-000-930.000	REPAIRS/MAINTENANCE	STATE BANK	02/24/20	12.80
205-000-930.000	REPAIRS/MAINTENANCE	HONOR SECURITY INC	03/10/20	245.00
205-000-930.000	REPAIRS/MAINTENANCE	STATE BANK	03/24/20	12.80
205-000-930.100	REPAIRS & MAINTENANCE FS#1	HOME DEPOT	03/08/20	125.97
205-000-930.100	REPAIRS & MAINTENANCE FS#1	HOME DEPOT	03/30/20	9.90
205-000-930.100	REPAIRS & MAINTENANCE FS#1	STAPLES ADVANTAGE	03/28/20	1,219.78
205-000-930.200	REPAIRS & MAINTENANCE FS#2	SHAY WATER CO. INC.	03/20/20	30.00
205-000-930.200	REPAIRS & MAINTENANCE FS#2	HOME DEPOT	03/30/20	179.00
205-000-930.200	REPAIRS & MAINTENANCE FS#2	STAPLES ADVANTAGE	03/21/20	60.98
205-000-936.000	MAINTENANCE AGREEMENTS	HAMILTON ELECTRIC	03/03/20	820.00
205-000-938.000	VEHICLE EXPENSE	BAY OUTBOARD MARINE INC	02/27/20	11.47
205-000-938.000	VEHICLE EXPENSE	NAPA AUTO PARTS OF SHIEL	03/24/20	0.95
205-000-938.000	VEHICLE EXPENSE	KAY COMMUNICATION LLC	03/21/20	23879
205-000-938.100	GAS & DIESEL FUEL	WEX INC	02/29/20	64094816
205-000-938.100	GAS & DIESEL FUEL	STATE BANK	03/24/20	17.00
205-000-960.000	EDUCATION & TRAINING	CITY OF FARMINGTON HILLS	02/27/20	175.00
205-000-960.000	EDUCATION & TRAINING	STATE BANK	02/24/20	147.97
205-000-960.000	EDUCATION & TRAINING	ASHI & 24-7 EMS REMITTAN	03/04/20	120.60
205-000-960.000	EDUCATION & TRAINING	NICHOLAS A BIRCHMEIER	03/12/20	750.00
205-000-960.000	EDUCATION & TRAINING	ASHI & 24-7 EMS REMITTAN	03/20/20	184.25
205-000-960.000	EDUCATION & TRAINING	ASHI & 24-7 EMS REMITTAN	03/20/20	268.00
205-000-960.000	EDUCATION & TRAINING	STATE BANK	03/24/20	12.65
Total For Dept 000				18,086.42
Fund 206 FIRE APPARATUS				
206-000-970.000	CAPITAL OUTLAY	PHOENIX SAFETY OUTFITTER	03/23/20	474.00
206-000-970.000	CAPITAL OUTLAY	PHOENIX SAFETY OUTFITTER	03/23/20	279.86
Total For Dept 000				753.86
Total For Fund 205 PUBLIC SAFETY-FIRE DEPARTMENT				18,086.42

PAID - CHECK TYPE: PAPER CHECK
 Vendor Invoice Date Invoice Amount

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice Amount
Fund 206 FIRE APPARATUS				
Total For Fund 206 FIRE APPARATUS 753.86				
Fund 207 PUBLIC SAFETY-POLICE				
Dept 000	OPERATING SUPPLIES	STAPLES ADVANTAGE	02/15/20	16.50
207-000-740.000	OPERATING SUPPLIES	STATE BANK	02/24/20	36.60
207-000-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	03/07/20	99.23
207-000-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	03/14/20	16.85
207-000-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	03/21/20	8.04
207-000-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	03/28/20	269.67
207-000-740.000	OPERATING SUPPLIES	STATE BANK	03/24/20	494.17
207-000-742.000	UNIFORMS	BADGE & WALLET	03/04/20	679.00
207-000-742.000	UNIFORMS	NYE UNIFORM COMPANY	03/10/20	66.00
207-000-800.000	ADMINISTRATION FEE	THOMAS TWP GENERAL FUND	03/09/20	7,328.00
207-000-802.000	LEGAL SERVICES	OTTO BRANDT	03/03/20	720.00
207-000-804.000	MEMBERSHIP & DUES	MICHIGAN CROSSROADS COUN	03/18/20	588.00
207-000-810.100	CONTRACTED SERVICES	OTIS ELEVATOR COMPANY	02/20/20	74.46
207-000-810.100	CONTRACTED SERVICES	SAGINAW COUNTY TREASURER	03/04/20	214.20
207-000-810.100	CONTRACTED SERVICES	THOMAS TWP GENERAL FUND	03/04/20	422.75
207-000-850.000	WIRELESS COMMUNICATIONS	123.NET	03/01/20	5249
207-000-850.100	WIRELESS COMMUNICATIONS	STATE BANK	03/01/20	458960
207-000-850.100	WIRELESS COMMUNICATIONS	STATE BANK	02/24/20	118.38
207-000-850.100	UTILITIES	THOMAS TWP WATER	03/24/20	190.48
207-000-920.000	UTILITIES	CONSUMERS ENERGY CO	03/17/20	65.41
207-000-930.000	REPAIRS/MAINTENANCE	STATE BANK	02/24/20	445.93
207-000-930.000	REPAIRS/MAINTENANCE	HONOR SECURITY INC	03/10/20	12.80
207-000-930.000	REPAIRS/MAINTENANCE	STATE BANK	03/24/20	245.00
207-000-938.000	VEHICLE EXPENSE	TREIB INC	03/24/20	12.80
207-000-938.000	VEHICLE EXPENSE - 31202	DALE STROEBEL S AUTO	02/29/20	86.00
207-000-938.000	VEHICLE EXPENSE - 31273	DALE STROEBEL S AUTO	03/02/20	199.76
207-000-938.000	VEHICLE EXPENSE	DRIVE COLLISION CENTERS	03/30/20	1,280.08
207-000-938.000	VEHICLE EXPENSE	TREIB INC	02/21/20	5,141.57
207-000-938.100	GAS & DIESEL FUEL	WEX INC	03/31/20	78.00
207-000-960.000	EDUCATION & TRAINING	CITY OF FARMINGTON HILLS	02/29/20	1,413.64
207-000-960.000	EDUCATION & TRAINING	STATE BANK	02/27/20	175.00
207-000-970.000	CAPITAL OUTLAY	KAY COMMUNICATION LLC	02/24/20	386.70
207-000-970.000	CAPITAL OUTLAY	KUSTOM SIGNALS INC	02/21/20	8,777.00
207-000-970.000	CAPITAL OUTLAY	MCDONALD FORD SUZUKI	11/12/19	1,843.00
207-000-970.000	CAPITAL OUTLAY		03/19/20	32,708.00
Total For Fund 207 PUBLIC SAFETY-POLICE 64,403.50				
Fund 248 Downtown Development Authority				
Dept 000	UTILITIES	CONSUMERS ENERGY CO	03/17/20	48.77
248-000-920.000	UTILITIES	CONSUMERS ENERGY CO	03/17/20	47.99
248-000-920.000	UTILITIES	CONSUMERS ENERGY CO	03/17/20	84.50
248-000-920.000	UTILITIES	CONSUMERS ENERGY CO	03/17/20	72.24
248-000-920.000	UTILITIES	CONSUMERS ENERGY CO	03/17/20	33.63
248-000-930.000	REPAIRS/MAINTENANCE	STATE BANK	02/24/20	38.92
248-000-930.000	REPAIRS/MAINTENANCE	LEDDY ELECTRIC INC.	03/09/20	353.28
Total For Fund 248 Downtown Development Authority 679.33				

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PAID - CHECK TYPE: PAPER CHECK

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 271 LIBRARY FUND					
Dept 000					
271-000-728.000	CHILDRENS BOOKS - 2035096400	BAKER & TAYLOR	03/11/20	8160	154.91
271-000-728.000	CHILDRENS BOOKS	TT LIBRARY PETTY CASH	03/26/20	8168	8.99
271-000-728.000	CHILDRENS BOOKS	WHITE PINE LIBRARY COOPE	03/30/20	8173	654.25
271-000-728.100	ADULT BOOKS - 2035090257	BAKER & TAYLOR	03/11/20	8160	850.61
271-000-728.100	ADULT BOOKS - 70064445	GALE/CENGAGE LEARNING	03/19/20	8161	288.20
271-000-728.100	ADULT BOOKS - 70167404	GALE/CENGAGE LEARNING	03/30/20	8170	151.15
271-000-728.200	AUDIO/VISUAL BOOKS - 76609853	RECORDED BOOKS	03/19/20	8162	502.80
271-000-728.200	AUDIO/VISUAL BOOKS	RECORDED BOOKS	03/13/20	76626288	634.60
271-000-732.000	CHILDRENS PROGRAMS	TT LIBRARY PETTY CASH	03/26/20	8168	23.99
271-000-732.000	CHILDRENS PROGRAMS	WILDFIRE CREDIT UNION	03/20/20	MARCH 2020	288.42
271-000-732.000	ADMINISTRATION FEE	THOMAS TWP GENERAL FUND	02/26/20	5244	10,467.46
271-000-804.000	MEMBERSHIP & DUES	MICHIGAN LIBRARY ASSOCIA	02/24/20	6128	85.00
271-000-804.000	MEMBERSHIP & DUES	MICHIGAN MUNICIPAL LEAGU	02/29/20	9326205	200.00
271-000-850.000	TELEPHONE	WILDFIRE CREDIT UNION	02/20/20	FEBRUARY 2020	99.98
271-000-850.000	TELEPHONE	AT&T	03/13/20	989781377003132020	218.25
271-000-901.000	PRINTING & PUBLISHING	WILDFIRE CREDIT UNION	03/20/20	8168	99.98
271-000-910.000	INSURANCE GENERAL LIABILITY	TT LIBRARY PETTY CASH	03/26/20	9326205	2.61
271-000-920.000	UTILITIES	MICHIGAN MUNICIPAL LEAGU	02/29/20	202519055916	9,116.00
271-000-920.000	UTILITIES	THOMAS TWP WATER	03/17/20	12/1/19-03/01/20	896.72
271-000-930.000	REPAIRS/MAINTENANCE	WILDFIRE CREDIT UNION	02/20/20	FEBRUARY 2020	77.08
271-000-930.000	REPAIRS/MAINTENANCE	B&B LAWN MAINTENANCE	02/29/20	FEBRUARY 2020	72.29
271-000-930.000	REPAIRS/MAINTENANCE	TT LIBRARY PETTY CASH	03/26/20	8168	768.00
271-000-930.000	REPAIRS/MAINTENANCE	WILDFIRE CREDIT UNION	03/20/20	MARCH 2020	75.46
271-000-936.000	MAINTENANCE AGREEMENTS	CENTRAL BUSINESS SYSTEMS	03/13/20	13138	401.69
271-000-956.000	MISCELLANEOUS	PEAK PERFORMANCE PC SVCS	03/11/20	8156	114.30
271-000-956.000	MISCELLANEOUS	PEAK PERFORMANCE PC SVCS	03/18/20	16099	427.50
271-000-956.000	MISCELLANEOUS	TT LIBRARY PETTY CASH	03/26/20	8168	47.50
271-000-960.000	EDUCATION & TRAINING	MICHIGAN LIBRARY ASSOCIA	02/24/20	6128	26.30
271-000-974.000	CAPITAL IMPROVEMENTS	INNOVATIVE EXTERIORS INC	02/20/20	1268	180.00
		Total For Dept 000			11,229.76
		Total For Fund 271 LIBRARY FUND			38,163.80
Fund 590 SEWER FUND					
Dept 000					
590-000-202.000	02-SEWER	HEMLOCK SEMI CONDUCTOR C	03/31/20	03/31/2020	111,272.10
		Total For Dept 000			111,272.10
Dept 536 ADMINISTRATION					
590-536-740.000	OPERATING SUPPLIES	PRINT EXPRESS OFFICE PRO	02/27/20	0090286-001	50.56
590-536-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	02/22/20	8057582855	89.25
590-536-740.000	OPERATING SUPPLIES	PUMMILL - PROMARK	03/11/20	25231	15.26
590-536-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	03/14/20	8057851343	11.53
590-536-800.000	ADMINISTRATION FEE	THOMAS TWP GENERAL FUND	03/09/20	2019-2020	96,763.00
590-536-800.000	LEGAL SERVICES	OTTO BRANDT	03/03/20	MARCH 2020	205.00
		Total For Dept 536 ADMINISTRATION			97,134.60
Dept 540 OPERATIONS & MAINTENANCE					
590-540-817.000	PROFESSIONAL SERVICES	SPICER GROUP INC.	03/06/20	200594	1,068.50
590-540-817.000	PROFESSIONAL SERVICES	SPICER GROUP INC.	03/10/20	200651	1,016.25
590-540-850.000	TELEPHONE	123.NET	03/01/20	458960	118.38
590-540-850.000	TELEPHONE	STATE BANK	02/24/20	FEBRUARY 2020	144.76

INVOICE GL DISTRIBUTION REPORT FOR THOMAS TOWNSHIP
 POST DATES 03/01/2020 - 03/31/2020
 JOURNALIZED
 PAID - CHECK TYPE: PAPER CHECK

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 590 SEWER FUND					
Dept 540 OPERATIONS & MAINTENANCE					
590-540-850.000	TELEPHONE	STATE BANK	03/24/20	MARCH 2020	145.03
590-540-850.100	WIRELESS COMMUNICATIONS	STATE BANK	02/24/20	FEBRUARY 2020	104.35
590-540-850.100	WIRELESS COMMUNICATIONS	STATE BANK	03/24/20	MARCH 2020	104.35
590-540-920.000	UTILITIES	JAMES TOWNSHIP	02/25/20	11/26/19-02/25/20	90.00
590-540-920.000	UTILITIES	THOMAS TWP WATER	03/01/20	12/01/19-03/01/20	103.93
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	03/15/20	205277777839	2,835.70
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	03/17/20	203853941221	25.36
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	03/17/20	203586965824	54.57
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	03/17/20	202875003802	25.36
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	03/17/20	202519055917	45.60
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	03/17/20	201718127307	668.90
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	03/17/20	201451152499	183.84
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	03/17/20	201451152498	139.74
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	03/17/20	201451151850	196.69
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	03/18/20	205989704090	163.89
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	03/18/20	205455777542	1,173.21
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	03/18/20	205366795935	578.36
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	03/18/20	204476870649	16.02
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	03/18/20	202786015716	68.66
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	03/18/20	201896107388	48.49
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	03/18/20	201896107386	414.00
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	03/18/20	201451154703	69.73
590-540-930.000	REPAIRS/MAINTENANCE	H&B EQUIPMENT & RENTAL I	02/27/20	FEBRUARY 2020	25.36
590-540-930.000	REPAIRS/MAINTENANCE	HOME DEPOT	03/08/20	MARCH 2020	3.97
590-540-930.000	REPAIRS/MAINTENANCE	SHERWIN-WILLIAMS	02/29/20	FEBRUARY 2020	738.86
590-540-930.000	REPAIRS/MAINTENANCE	STATE BANK	02/24/20	FEBRUARY 2020	163.91
590-540-930.000	REPAIRS/MAINTENANCE	STONE QUEST INC	02/28/20	FEBRUARY 2020	82.55
590-540-930.000	REPAIRS/MAINTENANCE	R.B. SATKOWIAK'S CITY SEW	03/18/20	FEBRUARY 2020	115.44
590-540-930.000	REPAIRS/MAINTENANCE	R.B. SATKOWIAK'S CITY SEW	03/18/20	0320-114	2,537.50
590-540-930.000	REPAIRS/MAINTENANCE	R.B. SATKOWIAK'S CITY SEW	03/18/20	0320-115	1,250.00
590-540-930.000	REPAIRS/MAINTENANCE	R.B. SATKOWIAK'S CITY SEW	03/18/20	0320-116	512.50
590-540-930.000	REPAIRS/MAINTENANCE	R.B. SATKOWIAK'S CITY SEW	03/18/20	0320-117	2,675.00
590-540-930.000	REPAIRS/MAINTENANCE	TSC STORES	03/20/20	MARCH 2020	60.51
590-540-930.000	REPAIRS/MAINTENANCE	WOHLFEIL HARDWARE	03/11/20	66135/1	11.62
590-540-930.000	REPAIRS/MAINTENANCE	ACCURATE SAFETY DISTRIBU	03/12/20	429226	215.80
590-540-930.000	REPAIRS/MAINTENANCE	HOME DEPOT	03/30/20	MARCH 31, 2020	80.00
590-540-930.000	REPAIRS/MAINTENANCE	MICHIGAN PIPE & VALVE	03/13/20	SC24012	3,218.00
590-540-930.000	REPAIRS/MAINTENANCE	MICHIGAN PIPE & VALVE	03/13/20	SC24024	1,069.75
590-540-930.000	REPAIRS/MAINTENANCE	STATE BANK	03/24/20	MARCH 2020	19.20
590-540-938.000	VEHICLE EXPENSE	H&B EQUIPMENT & RENTAL I	02/27/20	FEBRUARY 2020	19.50
590-540-938.000	VEHICLE EXPENSE	DALE STROEBEL S AUTO	03/20/20	31368	44.46
590-540-938.000	VEHICLE EXPENSE	STATE BANK	03/24/20	MARCH 2020	82.40
590-540-938.100	GAS & DIESEL FUEL	WEX INC	02/29/20	64094816	533.68
Dept 900 CAPITAL CONTROL					
590-900-974.000	CAPITAL IMPROVEMENTS	KATHY VASOLD	03/25/20	2020	23,063.68
590-900-974.000	CAPITAL IMPROVEMENTS	KATHY VASOLD	03/31/20	2020-1	1,000.00
Fund 591 WATER FUND					
590-900-974.000	CAPITAL IMPROVEMENTS				4,875.00
					5,875.00
					237,345.38

Total For Dept 540 OPERATIONS & MAINTENANCE

Total For Dept 900 CAPITAL CONTROL

Total For Fund 590 SEWER FUND

GL Number Invoice Line Desc Vendor Invoice Date Invoice Amount

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice Amount
Fund 591 WATER FUND				
Dept 000				
591-000-202.000	01-WATER	HEMLOCK SEMI CONDUCTOR C	03/31/2020	169,844.43
591-000-202.000	01-WATER	HEMLOCK SEMI CONDUCTOR	03/31/2020	230,644.57
591-000-202.000	01-WATER	RYKERT, KARL	03/31/2020	117.84
		Total For Dept 000		400,606.84
Dept 536 ADMINISTRATION				
591-536-740.000	OPERATING SUPPLIES	PRINT EXPRESS OFFICE PRO	02/27/20	0090286-001
591-536-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	02/22/20	8057582855
591-536-740.000	OPERATING SUPPLIES	PUMMILL - PROMARK	03/11/20	25231
591-536-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	03/14/20	8057851343
591-536-800.000	ADMINISTRATION FEE	THOMAS TWP GENERAL FUND	03/09/20	2019-2020
591-536-802.000	LEGAL SERVICES	OTTO BRANDT	03/03/20	MARCH 2020
591-536-960.000	EDUCATION & TRAINING	STATE BANK	02/24/20	FEBRUARY 2020
		Total For Dept 536 ADMINISTRATION		97,014.62

Dept 540 OPERATIONS & MAINTENANCE				
PROFESSIONAL SERVICES				
591-540-817.000	TELEPHONE	UPS	02/15/20	0000898725070
591-540-850.000	TELEPHONE	123.NET	03/01/20	458960
591-540-850.000	TELEPHONE	STATE BANK	02/24/20	FEBRUARY 2020
591-540-850.000	TELEPHONE	STATE BANK	03/24/20	MARCH 2020
591-540-850.100	WIRELESS COMMUNICATIONS	STATE BANK	02/24/20	FEBRUARY 2020
591-540-850.100	WIRELESS COMMUNICATIONS	STATE BANK	03/24/20	MARCH 2020
591-540-920.000	UTILITIES	CONSUMERS ENERGY CO	03/02/20	205722727641
591-540-920.000	UTILITIES	THOMAS TWP WATER	03/01/20	12/01/19-03/01/20
591-540-920.000	UTILITIES	CONSUMERS ENERGY CO	03/17/20	205900748727
591-540-920.000	UTILITIES	CONSUMERS ENERGY CO	03/17/20	202519055917
591-540-920.000	UTILITIES	CONSUMERS ENERGY CO	03/17/20	201985110049
591-540-920.000	UTILITIES	CONSUMERS ENERGY CO	03/18/20	201095277956
591-540-927.000	PURCHASING WATER	CITY OF SAGINAW	02/29/2020	02/29/2020
591-540-927.100	READINESS TO SERVE CITY OF SA	CITY OF SAGINAW	02/29/2020	02/29/2020
591-540-930.000	REPAIRS/MAINTENANCE	H&B EQUIPMENT & RENTAL I	02/27/20	FEBRUARY 2020
591-540-930.000	REPAIRS/MAINTENANCE	HOME DEPOT	03/08/20	MARCH 2020
591-540-930.000	REPAIRS/MAINTENANCE	SHERWIN-WILLIAMS	02/29/20	FEBRUARY 2020
591-540-930.000	REPAIRS/MAINTENANCE	STATE BANK	02/24/20	FEBRUARY 2020
591-540-930.000	REPAIRS/MAINTENANCE	STONE QUEST INC	02/28/20	FEBRUARY 2020
591-540-930.000	REPAIRS/MAINTENANCE	TSC STORES	03/20/20	MARCH 2020
591-540-930.000	REPAIRS/MAINTENANCE	WOHLFEIL HARDWARE	03/11/20	66135/1
591-540-930.000	REPAIRS/MAINTENANCE	ACCURATE SAFETY DLSTRIBU	03/12/20	429226
591-540-930.000	REPAIRS/MAINTENANCE	APOLLO PLUMBING	02/05/20	5891
591-540-930.000	REPAIRS/MAINTENANCE	HOME DEPOT	03/30/20	MARCH 31,2020
591-540-930.000	REPAIRS/MAINTENANCE	STATE BANK	03/24/20	MARCH 2020
591-540-938.000	VEHICLE EXPENSE	H&B EQUIPMENT & RENTAL I	02/27/20	FEBRUARY 2020
591-540-938.000	VEHICLE EXPENSE	DALE STROEBEL S AUTO	03/20/20	31368
591-540-938.000	VEHICLE EXPENSE	STATE BANK	03/24/20	MARCH 2020
591-540-938.100	GAS & DIESEL FUEL	WEX INC	02/29/20	64094816
591-540-960.000	EDUCATION & TRAINING	MICHIGAN SECTION AWWA	01/30/20	200013599
591-540-960.000	EDUCATION & TRAINING	STATE BANK	03/24/20	MARCH 2020
		Total For Dept 540 OPERATIONS & MAINTENANCE		189,455.00
Fund 596 MUNICIPAL REFUSE FUND				
Dept 000				
		Total For Fund 591 WATER FUND		687,076.46

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice Amount
Fund 596 MUNICIPAL REFUSE FUND				
Dept 000	ADMINISTRATION FEE	THOMAS TWP GENERAL FUND	03/09/20	26,960.00
596-000-800.000	REFUSE CONTRACT	MID MICHIGAN WASTE AUTHO	03/05/20	48,766.55
		Total For Dept 000		75,726.55
Fund 703 TAX FUND				
Dept 000	CASH (CSB) DOG LICENSE	SAGINAW COUNTY TREASURER	03/01/20	16901 - 17100
703-000-002.400	CASH (CSB) DOG LICENSE	THOMAS TWP GENERAL FUND	03/01/20	16901 - 17100
703-000-002.400	ACCOUNTS PAYABLE	CORELOGIC TAX SERVICES	03/10/20	860.04
703-000-202.000	ACCOUNTS PAYABLE	Diversified National Tit	03/10/20	120.61
703-000-215.000	DUE TO MUNICIPAL REFUSE	THOMAS TWP REFUSE	03/23/20	597,235.00
703-000-215.100	DUE TO THOMAS TWP LIBRARY	THOMAS TWP LIBRARY	03/23/20	128,501.01
703-000-215.100	DUE TO THOMAS TWP LIBRARY	THOMAS TWP LIBRARY	03/23/20	17,994.47
703-000-215.205	DUE TO PS/FIRE DEPARTMENT	THOMAS TWP PUBLIC SAFETY	03/23/20	257,046.08
703-000-215.205	DUE TO PS/FIRE DEPARTMENT	THOMAS TWP PUBLIC SAFETY	03/23/20	35,989.52
703-000-215.206	DUE TO FIRE APPARATUS	THOMAS TWP FIRE EQUIPMEN	03/23/20	100,387.96
703-000-215.206	DUE TO FIRE APPARATUS	THOMAS TWP FIRE EQUIPMEN	03/23/20	14,058.21
703-000-215.207	DUE TO PS/POLICE	THOMAS TWP PUBLIC SAFETY	03/23/20	546,222.91
703-000-215.207	DUE TO PS/POLICE	THOMAS TWP PUBLIC SAFETY	03/23/20	76,477.74
703-000-215.282	DUE TO TECH PARK LIGHTING	THOMAS TWP GENERAL FUND	03/23/20	3,711.99
703-000-215.283	DUE TO TECH PARK MAINTENANCE	THOMAS TWP GENERAL FUND	03/23/20	5,675.00
703-000-215.371	DUE TO GENERAL FUND DEL'Q WEE	THOMAS TWP GENERAL FUND	03/23/20	2,080.00
703-000-215.372	DUE TO GENERAL DEL'Q COURT ORD	THOMAS TWP GENERAL FUND	03/23/20	9,709.00
703-000-215.591	DUE TO WATER-DELIQUENT WATE	THOMAS TWP WATER	03/23/20	4,049.90
703-000-216.200	DUE TO THOMAS TWP GENERAL	THOMAS TWP GENERAL FUND	03/23/20	286,013.94
703-000-216.200	DUE TO THOMAS TWP GENERAL	THOMAS TWP GENERAL FUND	03/23/20	53,067.29
703-000-216.300	DUE TO GENERAL STREET LIGHTS	THOMAS TWP GENERAL FUND	03/23/20	59,981.25
703-000-216.450	DUE TO GENL ADMINISTRATION FE	THOMAS TWP GENERAL FUND	03/23/20	47,876.52
703-000-216.450	DUE TO GENL ADMINISTRATION FE	THOMAS TWP GENERAL FUND	03/23/20	106,797.65
703-000-216.500	DUE TO THOMAS TWP DDA	THOMAS TWP DDA	03/23/20	58,752.14
703-000-216.500	DUE TO THOMAS TWP DDA	THOMAS TWP DDA	03/23/20	12,179.20
703-000-216.525	DUE TO DDA SAGINAW COUNTY CAPTU	THOMAS TWP DDA	03/23/20	2,178.59
703-000-217.015	STARK ROAD PRINCIPAL	THOMAS TWP SEWER	03/23/20	9,059.01
703-000-217.016	STARK ROAD INTEREST	THOMAS TWP SEWER	03/23/20	1,427.98
703-000-217.017	DUDE ESTATES PRINCIPAL	THOMAS TWP REVOLVING FUN	03/23/20	16,141.92
703-000-217.018	DUDE ESTATES INTEREST	THOMAS TWP REVOLVING FUN	03/23/20	3,478.56
703-000-217.019	HARDWOOD ESTATES PRINCIPLE	THOMAS TWP REVOLVING FUN	03/23/20	10,172.07
703-000-217.020	HARDWOOD ESTATES INTEREST	THOMAS TWP REVOLVING FUN	03/23/20	2,810.37
703-000-217.021	SWAN VALLEY ESTATES PRIN	THOMAS TWP REVOLVING FUN	03/23/20	14,940.76
703-000-217.022	SWAN VALLEY GOLD ESTAT INT	THOMAS TWP REVOLVING FUN	03/23/20	6,324.62
703-000-222.000	DUE TO SAGINAW COUNTY TREASUR	SAGINAW COUNTY TREASURER	03/02/20	7,220.17
703-000-222.000	DUE TO SAGINAW COUNTY TREASUR	SAGINAW COUNTY TREASURER	03/02/20	40,066.06
703-000-222.250	DUE TO SAGINAW COUNTY LAND BAN	SAGINAW COUNTY TREASURER	03/01/20	153.94
703-000-222.250	DUE TO SAGINAW COUNTY LAND BAN	SAGINAW COUNTY TREASURER	03/01/20	243.81
703-000-222.300	DUE TO SAGINAW CO DRAIN COMM -	SAGINAW COUNTY TREASURER	03/02/20	7,827.62
703-000-222.400	DUE TO SAGINAW COUNTY SET	SAGINAW COUNTY TREASURER	03/02/20	8,921.58
703-000-225.070	DUE TO FREELAND SCHOOL OPERAT	FREELAND SCHOOL DISTRICT	03/02/20	1,165.13
703-000-225.071	DUE TO FREELAND SCHOOL DEBT	FREELAND SCHOOL DISTRICT	03/02/20	2,935.10
703-000-225.072	DUE TO FREELAND SCHOOL SINKIN	FREELAND SCHOOL DISTRICT	03/02/20	1,128.29
703-000-225.080	DUE TO HEMLOCK SCHOOLS OPERAT	HEMLOCK SCHOOL DISTRICT	03/02/20	5,619.61
703-000-225.081	DUE TO HEMLOCK SCHOOL DEBT	HEMLOCK SCHOOL DISTRICT	03/02/20	9,400.85

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PAID - CHECK TYPE: PAPER CHECK

Vendor Invoice Date Invoice Amount

Fund 703 TAX FUND

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
703-000-225.130	DUE TO SWAN VALLEY OPERATING	SWAN VALLEY SCHOOL DISTR	03/02/20	WINTER 2019 - OPER	44,948.97
703-000-225.131	DUE TO SWAN VALLEY DEBT	SWAN VALLEY SCHOOL DISTR	03/02/20	WINTER 2019 - DEBT	39,033.09
703-000-225.132	SWAN VALLEY SCHOOL SINKING FUND	SWAN VALLEY SCHOOL DISTR	03/02/20	WINTER 2019 - SINK	8,364.04
703-000-235.000	DUE TO DELTA COLLEGE	DELTA COLLEGE	03/02/20	WINTER 2019	18,619.81
703-000-236.000	DUE TO SAGINAW ISD/SPECIAL ED	SAGINAW ISD	03/02/20	WINTER 2019	28,139.99

Total For Dept 000

2,716,250.37

Total For Fund 703 TAX FUND

2,716,250.37

JOURNALIZED

PAID - CHECK TYPE: PAPER CHECK

Vendor Invoice Date Invoice Amount

Fund Totals:

Fund 100 CLEARING FUND	480.00
Fund 101 GENERAL OPERATING FUND	371,098.04
Fund 205 PUBLIC SAFETY-FIRE DEP	18,086.42
Fund 206 FIRE APPARATUS	753.86
Fund 207 PUBLIC SAFETY-POLICE	64,403.50
Fund 248 Downtown Development A	679.33
Fund 271 LIBRARY FUND	38,163.80
Fund 590 SEWER FUND	237,345.38
Fund 591 WATER FUND	687,076.46
Fund 596 MUNICIPAL REFUSE FUND	75,726.55
Fund 703 TAX FUND	2,716,250.37

Total For All Funds:

4,210,063.71

FROM 04/01/2019 TO 03/31/2020

FUND: 100 101 103 150 205 206 207 246 248 265 271 590 591 596 703
 CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 04/01/2019	Total Debits	Total Credits	Ending Balance 03/31/2020
Fund 100	CLEARING FUND				
001.000	59	11,464.04	30,488,963.69	30,489,865.23	10,562.50
Fund 101	GENERAL OPERATING FUND				
002.000	CASH THE STATE BANK	1,498,070.15	4,159,033.33	4,600,524.78	1,056,578.70
002.010	THE STATE BANK SAVINGS	0.00	1,013,139.56	0.00	1,013,139.56
002.350	CASH CHASE BANK	10,760.25	16.36	0.00	10,776.61
002.385	CASH CHEMICAL BANK	858,667.79	1,285,121.17	1,004,908.95	1,138,880.01
003.175	Certificate of Deposit Chemic	500,000.00	500,000.00	750,000.00	250,000.00
003.375	CHERTIFICATE OF DEPOSITS HUNTINGT	750,000.00	250,000.00	250,000.00	750,000.00
003.400	CERTIFICATE OF DEP CHASE BANK	231,022.73	3,463.64	0.00	234,486.37
	GENERAL OPERATING FUND	3,848,520.92	7,210,774.06	6,605,433.73	4,453,861.25
Fund 103	CHRISTOPHER THOMPSON FAMILY FUND				
002.000	CASH THE STATE BANK	145,415.54	0.00	145,414.54	1.00
002.010	THE STATE BANK SAVINGS	0.00	146,429.17	0.00	146,429.17
	CHRISTOPHER THOMPSON FAMILY FUND	145,415.54	146,429.17	145,414.54	146,430.17
Fund 205	PUBLIC SAFETY-FIRE DEPARTMENT				
002.000	CASH THE STATE BANK	643,935.64	589,635.70	492,823.64	740,747.70
Fund 206	FIRE APPARATUS				
002.000	CASH THE STATE BANK	712,809.06	154,307.83	10,174.62	856,942.27
Fund 207	PUBLIC SAFETY-POLICE				
002.000	CASH THE STATE BANK	1,200,283.78	1,142,577.72	1,057,595.47	1,285,266.03
Fund 246	ROAD REVOLVING FUND				
002.000	CASH THE STATE BANK	128,981.39	127,894.21	0.00	256,875.60
003.175	Certificate of Deposit Chemic	610,966.47	0.00	0.00	610,966.47
	ROAD REVOLVING FUND	739,947.86	127,894.21	0.00	867,842.07
Fund 248	Downtown Development Authority				
002.000	CASH THE STATE BANK	63,735.85	110,295.20	90,840.58	83,190.47
Fund 265	P.S. DRUG LAW ENFORCEMENT				
002.000	CASH THE STATE BANK	10,357.04	417.00	4,670.70	6,103.34
Fund 271	LIBRARY FUND				
002.000	CASH THE STATE BANK	577,779.70	263,363.67	363,107.96	478,035.41
003.271	CD LIBRARY 08/2016 .50	205,340.00	0.00	0.00	205,340.00
	LIBRARY FUND	783,119.70	263,363.67	363,107.96	683,375.41
Fund 590	SEWER FUND				
002.000	CASH THE STATE BANK	1,151,367.21	1,519,727.31	1,895,115.85	775,978.67
002.010	THE STATE BANK SAVINGS	0.00	506,569.77	0.00	506,569.77
002.200	RESERVED CASH SYSTEM EXPANSIO	31,500.23	74,568.42	0.00	106,068.65
002.385	CASH CHEMICAL BANK	937,517.80	1,547,153.78	500,027.00	1,984,644.58
002.386	CHEMICAL BANK SYSTEM EXPANSIO	117,933.00	0.00	0.00	117,933.00
003.175	Certificate of Deposit Chemic	1,500,000.00	500,000.00	1,536,332.99	463,667.01
	SEWER FUND	3,738,318.24	4,148,019.28	3,931,475.84	3,954,861.68
Fund 591	WATER FUND				
001.100	CLEARING CASH	2,000.00	0.00	0.00	2,000.00
002.000	CASH THE STATE BANK	1,189,497.60	4,091,247.44	4,680,310.05	600,434.99
002.010	THE STATE BANK SAVINGS	0.00	253,284.89	250,000.00	3,284.89
002.200	RESERVED CASH SYSTEM EXPANSIO	51,343.99	30,000.00	0.00	81,343.99

FROM 04/01/2019 TO 03/31/2020

FUND: 100 101 103 150 205 206 207 246 248 265 271 590 591 596 703
 CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 04/01/2019	Total Debits	Total Credits	Ending Balance 03/31/2020
002.375	CASH HUNTINGTON BANK	245,743.20	13,471.16	12,646.06	246,568.30
002.385	CASH CHEMICAL BANK	41,766.08	1,287,853.84	0.00	1,329,619.92
002.386	CHEMICAL BANK SYSTEM EXPANSIO	266,176.00	0.00	0.00	266,176.00
002.387	CHEMICAL BANK BUSINESS CHECKING	505,420.54	4,223.42	3,409.49	506,234.47
002.390	CASH FIRST STATE BANK	244,944.39	1,052.59	0.00	245,996.98
003.175	Certificate of Deposit Chemic	1,249,999.50	12,646.06	1,262,645.56	0.00
003.375	CHERTIFICATE OF DEPOSITS HUNTINGT	250,000.00	0.00	0.00	250,000.00
	WATER FUND	4,046,891.30	5,693,779.40	6,209,011.16	3,531,659.54
Fund 596	MUNICIPAL REFUSE FUND				
002.000	CASH THE STATE BANK	678,175.10	1,680,828.06	1,753,229.93	605,773.23
002.385	CASH CHEMICAL BANK	302,943.93	2,548.67	0.00	305,492.60
	MUNICIPAL REFUSE FUND	981,119.03	1,683,376.73	1,753,229.93	911,265.83
	TOTAL - ALL FUNDS	16,925,918.00	51,759,833.66	51,153,643.40	17,532,108.26



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** April 6, 2020
- **SUBMITTED BY:** John Corriveau, Parks & Recreation Director
- **AGENDA TOPIC:** Resignation of Meaghan Zielinski, Parks Secretary
- **EXPLANATION OF TOPIC:** Meaghan was offered a full time position and has turned in her two week notice effective March 31, 2020. Meaghan was offered an opportunity should could not let pass her by. She has done a great job for the Parks Department and we wish her well with her new endeavor.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Copy of resignation letter.
- **POSSIBLE COURSES OF ACTION:** Approve, Deny, Amend or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by _____ supported by _____ to accept the resignation of Meaghan Zielinski from the Parks Department.
- **ROLL CALL VOTE REQUIRED?** No



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** April 6, 2020
- **SUBMITTED BY:** Russ Taylor, Township Manager
- **AGENDA TOPIC:** Update on the COVID-19 as it relates to the Thomas Township operations.
- **EXPLANATION OF TOPIC:** I am writing this memo on Tuesday, March 31st to try to give all of you a fairly complete overview of the situation with COVID-19 as it relates to Thomas Township. I am noting the day, because I am certain between now and our meeting Monday evening that several things will have changed. That is how fluid the entire situation is right now and has been for the past two weeks.

Initially, I feel that we did get out ahead of it more than most communities around the State. I think that this fact may have kept our staff out of harm's way and has thus enabled us to keep staff levels up and morale reasonably high. Presently, none of our staff are either ill or quarantined. I have had several with cold or allergy symptoms that have forced me to have them either stay at home or go home as a precautionary measure. I've found that the rest of the staff appreciates this effort and have picked up their workload to cover for those at home.

I've also tried to put a lot of effort into trying to communicate with all of the employees. As with most things, our team is ready to put in the extra effort, so long as they understand why they are being asked. It's taken a lot of time and prevented me from being as productive in other areas, but I believe that it has been well worth it. Everyone has really stepped up and recognized the extra challenge that we are faced with.

As noted already, this situation has evolved so fast in terms of having to take action as directed by the State and Federal governments, as well as having to implement the safest procedures for the staff while trying to keep all of the Township services staffed and viable. The inherent challenges have been that we have had to independently interpret the endless rules, laws, directives and executive orders without any precedents to base them upon or any experienced legal advice. A quick example of the challenge to interpret all of these rules is local parks throughout the State. I know that many communities closed their parks completely and sent their entire park staff home upon the first executive orders restricting groups of 250 and then 100 or more. Others closed sections of their parks, while others just closed recreation programs. We believe that in this particular case we

have done things correctly as we closed our recreation programs when the schools were closed, we left the parks open as Governor's order 21 stated specifically that parks were to be left open for outdoor recreation and most recently, we closed off segments of the parks that were places for group gatherings in compliance with the Governor's most recent statements and directives.

In any case, this is just one example of how the directives that may seem very clear to the original author are being interpreted throughout the State in many ways. Acquiring information on COVID and everything related to it has not been any problem; rather, it has been beyond excessive. Every possible organization, agency and individual have been providing plenty of sources. The real problem is sifting through all of it to find the nuggets we need and to discern which information is correct.

Beyond this, we continue to try to understand all of the laws that our State and Federal governments are producing to address the problems that the virus and our reactions have created. And, we are trying to do all of this while answering our resident's concerns, providing them services and keeping everyone healthy.

Basically, I would categorize the ongoing challenges into three areas as follows:

1. **Operations** – Keeping service levels to the community operating effectively and in compliance with all of the new rules.
2. **Employee Safety** – Keeping employees working in a safe environment, taking all precautions possible and supporting their positive morale.
3. **Laws** – Finding our way through all of the weeds that only our State and Federal governments can create in order to ensure that the Township is being operated in compliance with those laws and that we are taking advantage of every opportunity to reduce the Township's financial burden from this situation and to make sure that our employees likewise do the same.

The following is a short list of some of the many actions that we have taken thus far. It is by no means a complete list as that would go beyond the scope of this report

- Buildings are closed to public access until further notice.
- All departments except for the Fire and Police Departments have gone to two team work cycles.
- Cleaning schedule has been increased to Monday, Wednesday and Friday evenings.
- Freeland school bond ballot cancelled.
- Parks are continuing to be maintained; however, certain play areas have been taped off and all parks have been posted to discourage group gatherings.
- Brush site is closed until further notice.
- Water – Meters are continuing to be read. No red tag shutoffs are being posted.

Instead, we are mailing a second notice. No penalties or fees are being imposed. We are not shutting any water service off for the foreseeable future. No meters are being replaced unless necessary to keep water service on.

- All office staff have been issued cleaning supplies, box of disposable gloves and two masks.
- All employees have been notified that they are essential employees in compliance with the Governor's Executive Order.
- We have posted the "Employee Rights – Paid Sick Leave and Expanded Family and Medical Leave under the Families First Coronavirus Response Act" Posters throughout the buildings.
- Several precautionary measures have been implemented within the Fire Department to minimize the potential impact.
- I have issued several communications to all of the staff, along with several meetings with them in separate groups.
- The Task Force has met several times to determine the best action to take.
- Mail in the drop box falls into a plastic garbage bag. It is retrieved wearing mask and gloves, tied up and then sequestered for ten days before it is opened.
- Recreation - Winter programs were terminated. We are advertising for spring programs and taking signups, though we are also anticipating that they will have to probably be either canceled or postponed. The minimal staff that we have working are keeping garbage cans emptied and completing a laundry list of maintenance work projects.
- Numerous meetings have been cancelled or rescheduled.
- We are learning how to hold electronic meetings in compliance with the revised open meetings act provisions.

Presently, we have posted that the buildings are closed to the public through April 6th; however, the latest order is that we are supposed to be closed through April 13th and there is a strong rumor that it will be extended through the end of April. I would appreciate the Board authorizing keeping the designated Township buildings closed until the Governor repeals her order to limit public interaction. That way it is not confusing to the public and we do not have to change the postings multiple times.

- **POSSIBLE COURSES OF ACTION:** Approve, amend or deny.
- **SUGGESTED/REQUESTED MOTION:** Motion by _____, supported by _____, to authorize keeping the designated Township buildings closed until the Governor repeals her order to limit public interaction.
- **ROLL CALL VOTE REQUIRED:** Yes, due to teleconferencing.



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** April 6, 2020
- **SUBMITTED BY:** Russ Taylor, Township Manager
Vern Weber, Township Treasurer
Deidre Frollo, Fiscal Services Director
- **AGENDA TOPIC:** Investment/Withdrawal Authorization Resolution 20-05
- **EXPLANATION OF TOPIC:** Annually, the Board passes a resolution authorizing the depository for Township funds as well as the officials who have the authority to make deposits to and withdrawals from the accounts. There is no change from the authorization that was approved in April of 2019.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:**
Investment/Withdrawal Authorization Resolution 20-05.
- **POSSIBLE COURSES OF ACTION:** Adopt or Not Adopt Resolution.
- **SUGGESTED/REQUESTED MOTION:** Motion by _____ supported by _____ to adopt the Investment/Withdrawal Authorization Resolution 20-05 pertaining to the authorization of depositories for Township funds and the officials allowed to make transactions regarding the funds in those depositories.
- **ROLL CALL VOTE REQUIRED?** Yes

RESOLUTION 20-05
 THOMAS TOWNSHIP
 APRIL 6, 2020
 AUTHORIZATION RESOLUTION

BE IT RESOLVED that The State Bank, and any Michigan Bank that belongs to the Federal Deposit Insurance Corporation, hereinafter called the Bank is hereby designated as a depository for the funds of this Township and designated officers of this Township are hereby authorized to open or cause to be opened an account or accounts with said Bank on such terms, conditions and agreements as shall be required by said Bank, to endorse or cause to be endorsed, in the name of this Township and to cash, to negotiate or to deposit or cause to be deposited in such account or accounts any money, checks, drafts, orders, notes and other instruments for the payment of money and to make any other agreements deemed advisable in regard thereto.

RESOLVED FURTHER, checks issued against the funds of this Township on deposit with said Bank must be signed by two persons; any one (1) of the following from column #1 and any one (1) of the following from column #2. The stamp option shall only be used in the event that both the elected official and the appointed deputy are not available. Each check requires at least one original signature.

<i>Column #1</i>	<i>Column #2</i>
Treasurer (Stamp Option)	Clerk (Stamp Option)
Deputy Treasurer	Township Manager

RESOLVED FURTHER, that checks issued against the Payroll Fund of this Township on deposit with said Bank must be signed by two persons; any one (1) of the following from column #1 and any *one* (1) of the following from column #2. The stamp option shall only be used in the event that both the elected official and the appointed deputy are not available. Each check requires at least one original signature.

<i>Column #1</i>	<i>Column #2</i>
Treasurer (Stamp Option)	Clerk (Stamp Option)
Deputy Treasurer	Township Manager

RESOLVED FURTHER, that withdrawal orders issued against the Savings Account and of this Township, on deposit with said Bank may be signed by any one (1) of the following:

Treasurer (Stamp Option)
 Deputy Treasurer

RESOLVED FURTHER, that any one (1) of the following;

Treasurer (Stamp Option)
 Deputy Treasurer

is authorized to invest money for and on behalf of this Township. The investment instruments shall be selected based upon the Township's adopted Investment Policy.

Resolution 20-05 Authorization Resolution

Page 2 of 3

RESOLVED FURTHER, that this resolution shall continue in force until express written notice of its rescission or modification has been furnished to and received by said Bank.

RESOLVED FURTHER, that the signature stamp may only be substituted for an original signature in the event that both the elected official and the appointed deputy are not available. The Township Manager is the only person who may authorize the use of the signature stamp. The stamps shall be kept in a locked area. The Township Manager and Fiscal Services Director shall be the only individuals who have access to the stamps.

RESOLVED FURTHER, that any of the persons above named hereby are authorized and empowered to make any and all other agreements which they may deem advisable, from time to time, with said Bank in respect to transaction between this township and said Bank in regard to funds deposited in said Bank or any other business transacted by and between this Township and said Bank.

RESOLVED FURTHER, that any and all resolutions heretofore adopted by the Township Board of Trustee of this Township and certified to said Bank as governing the operation of this Township's account(s) with it, be and are hereby continued in full force and effect, except as the same may be supplemented or modified by the foregoing.

Roll Call Vote:

Ayes:

Nays:

Absent:

I further certify that the Thomas Township Board of Trustees and at the time of adoption of said resolution had full power and lawful authority to adopt the foregoing resolutions and to confer the powers therein granted to the person named who have power and lawful authority to exercise the same.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the seal of this Township the 6th day of April, 2020.

Robert Weise, Supervisor

CERTIFICATE

I, EDWARD BROSOFSKI, the duly elected and acting Clerk of Thomas Township, hereby certify that the foregoing resolution was adopted by the Township Board of said Township at the regular meeting of said Board held on April 6, 2020, at which meeting a quorum was present, by a roll call vote of said members and hereinafter set forth; that said resolution was ordered to take immediate effect.

Edward Brosowski, Clerk

TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** April 6, 2020
- **SUBMITTED BY:** Trevor Schultz, Assistant DPW Director
Rick Hopper, DPW Director
- **AGENDA TOPIC:** To approve the purchase of three (3) 2020 Super Duty Ford F-250 XL Fleet Trucks under the recently approved Buy-Back Program.
- **EXPLANATION OF TOPIC:** At the March 2020 board meeting, the board approved a contract between Thomas Township DPW and McDonald Ford to purchase trucks for the fleet of vehicles that is used by our department. Under this plan, Thomas Township will purchase trucks and have the option to sell them back to McDonald Ford one (1) year after purchase with the buy-back amount to be equal to the original vehicle purchase amount.

The Policy Committee and the Township Board has previously approved the truck purchase program and this would be our first purchase. The total cost of the three (3) trucks is \$89,304 and was budgeted for in both the Water and Sewer's Capital Outlay budget.



Example of Typical Truck

- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Quote from McDonald Ford. Buy-Back program agreement.
- **POSSIBLE COURSES OF ACTION:** Approve, not approve, amend or table.
- **SUGGESTED/REQUESTED MOTION:** Motion by _____, supported by _____ to approve the purchase of three (3) 2020 Super Duty Ford F-250 XL Fleet Trucks under the recently approved Buy-Back Program.
- **ROLL CALL VOTE REQUIRED?** Yes, due to teleconferencing.

McDonald Ford – Thomas Township
MUNICIPAL VEHICLE BUY-BACK PROGRAM

VEHICLE: _____ VIN: _____

McDonald Ford offers to BUY-BACK the municipal vehicle described above under the following terms and conditions:

- BUY-BACK price will be the vehicle's original purchase price.
- BUY-BACK and replacement vehicle purchase from McDonald Ford will be finalized 12 months (+/- 30 days) after the original purchase date, pending vehicles are at McDonald Ford awaiting purchase.
- BUY-BACK vehicle remains in operation with the municipality until the replacement vehicle is delivered.
- BUY-BACK vehicle not to exceed 20,000 miles
- BUY-BACK vehicle to be in ***GOOD** condition as defined below.
- BUY-BACK vehicle will have documented factory recommended maintenance performed.
- BUY-BACK vehicle to be serviced exclusively at McDonald Ford for any warranty work or work not performed by the municipality's staff.
- BUY-BACK program will remain in effect for five years and extended annually thereafter upon mutual agreement

Tom McDonald, General Manager **Date**
McDonald Ford, Inc.

Thomas Township Supervisor **Date**

Thomas Township Clerk **Date**

***GOOD** condition means that the vehicle is free of any major defects. This vehicle has a clean Title, the paint, body and interior show only normal wear. There should be no rust on this vehicle. The tires match and have substantial tread wear left. A "good" vehicle will need only minimal reconditioning to be sold at retail.

Thomas Township
 Department of Public Works
 249 North Miller Road
 Saginaw, MI 48609

Date 04/06/2020

INVOICE

INVOICE #13250

2020 Ford F250

SELLER

VIN# 1FTBF2B6XLED08286
1FTBF2B61LED08287
1FTBF2B63LED08288

MCDONALD FORD INC
 6790 MIDLAND RD
 FREELAND, MI 48623

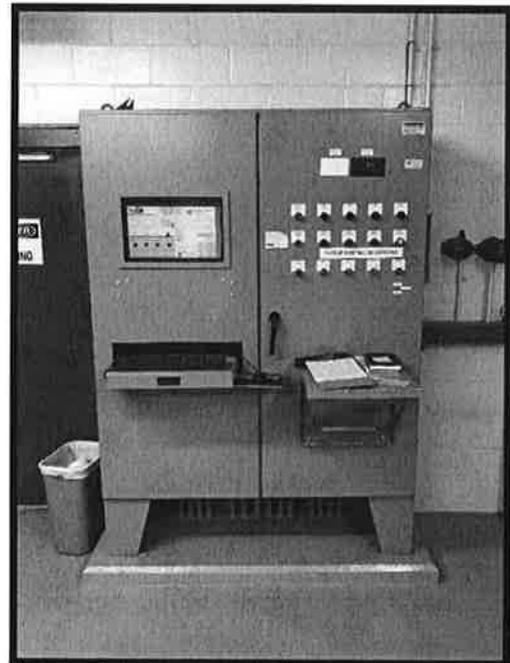
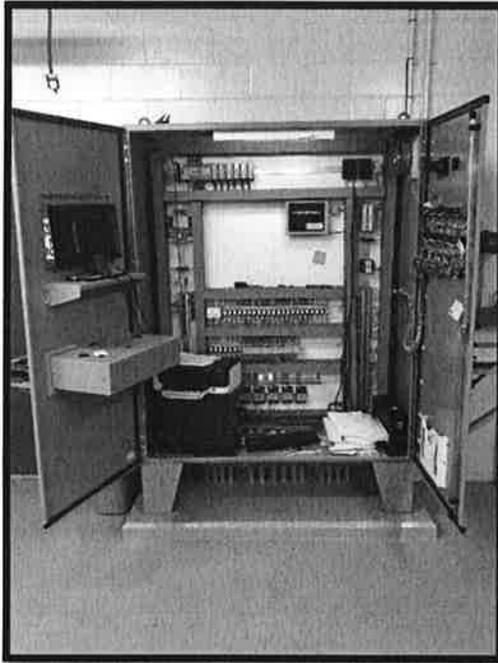
SALESPERSON	P.O. NUMBER	REQUISITIONER	SHIPPED VIA	F.O.B. POINT	TERMS
Tom McDonald		Tom McDonald			30 days

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
3	Ford F250	\$29,768.00	\$89,304.00
SUBTOTAL			\$89,304.00
PAID			
SHIPPING & HANDLING			
BALANCE DUE			\$89,304.00

Thank you for your business!

TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** April 6, 2020
- **SUBMITTED BY:** Rick Hopper, Director of Public Works
- **AGENDA TOPIC:** To Award the Pump Station #1 (River and Stroebel Roads) Controls Upgrade to Spicer Group in the amount of \$ 14,400.00.
- **EXPLANATION OF TOPIC:** Sewage Pump Station #1, located at the intersection of River and Stroebel Roads, is our main pumping station where all of the sewage generated through the Township's system is collected at, then pumped to the waste water treatment plant for treatment and discharge. The station is permitted as a 3-pump system (though has 4 pumps installed). The pumps typically move anywhere from 900,000 to 2.2 million gallons every day, depending on the weather. The existing computer system and controls have served this station well for 10-plus years but it is time to upgrade both.



Control Panel for Pumping Station #1

The project would replace the existing, early 2000's era Windows XP computer that serves as the station's interface by adding a new computer using Windows 10 Professional.

It would add a conductivity probe in the wet-well that would serve as our new backup sewage level indicator for the pumps, replacing an old float control system. Finally, minor programming adjustments would be made to the computer logic that controls the system adding additional functionality to the station's pumping capabilities and pump sequencing options. These program changes would allow us to operate the station on a 3-pump sequence, rather than a 4-pump system and is extremely important as we remove pumps for maintenance and repair in the future. The current logic inadvertently restricts our sequence of operations because it was designed as a 4-pump system as the station was constructed and that makes the station more difficult to operate and control if a pump is taken out of service.

Spicer Group has provided a quote to upgrade this station and make the logic changes in the amount of \$14,400.00. As the designer of the station initially, they have an intimate understanding of the sequence of operations and the current limitations in the control logic to where their controls specialist can complete this work timely and relatively cheap.

This work has been budgeted for in the FY 2020-21 Sewer Budget. If approved, the project would be paid through the Repairs and Maintenance line item.

- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Quote from Spicer Group.
- **POSSIBLE COURSES OF ACTION:** Approve, not approve, amend or table.
- **SUGGESTED/REQUESTED MOTION:** Motion by _____, supported by _____ to award the Pump Station #1 Controls Upgrade to Spicer Group in the amount of \$ 14,400.00.
- **ROLL-CALL VOTE REQUIRED?** Yes, due to teleconferencing.

PRELIMINARY ESTIMATE OF COST
PUMP STATION #1 CONTROL UPGRADES
THOMAS TOWNSHIP
SAGINAW COUNTY, MICHIGAN



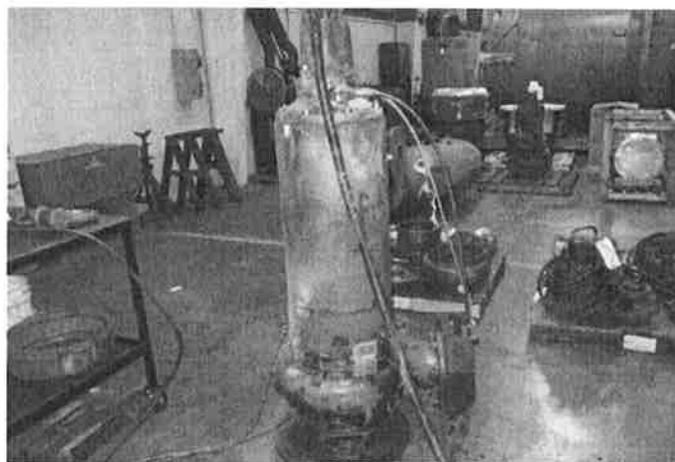
Item No.	Estimated Quantity	Unit	Description	Unit Price	Amount
1.	1	Lump Sum	PC Upgrade	\$3,000.00	\$3,000.00
2.	1	Lump Sum	Level Instrumentation	\$4,400.00	\$4,400.00
3.	1	Lump Sum	Programming & Startup	\$5,200.00	<u>\$5,200.00</u>
Sub-Total - Construction Cost					\$12,600.00
Contingencies					\$1,800.00
TOTAL PRELIMINARY ESTIMATE OF COST					\$14,400.00

Spicer Group, Inc.
March 10, 2020

TOWNSHIP BOARD AGENDA ITEM

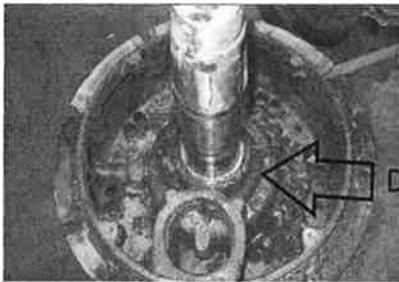
- **MEETING DATE:** April 6, 2020
- **SUBMITTED BY:** Rick Hopper, Director of Public Works
- **AGENDA TOPIC:** To Award the Pump Station #1 (Stroebel Road) pump repair contract to Kennedy Industries in the amount of \$ 30,978.00.
- **EXPLANATION OF TOPIC:** Sewage Pump Station #1, located at the intersection of River and Stroebel Roads, is our main pumping station where all of the sewage collected through the Township's system is collected at, then pumped to the waste water treatment plant for treatment and discharge. The station is designed as a 3-pump system (though it has 4 pumps installed) and typically moves anywhere from 900,000 to 2.2 million gallons every day, depending on the weather. These pumps have been in continuous service since November 2009.

In the fall of 2019, one of the pumps experienced a major failure where sewage made its way into the motor casing, effectively destroying the pump. Kennedy Industries responded to diagnose the pump problem and remove this large pump from service where a thorough inspection and repair quote was completed. Because of the costs to fix this pump at the time, we elected to postpone this repair until this fiscal year.

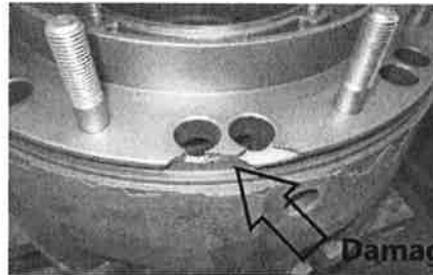


Waste Water Pump from Pump Station #1

Waste water pumps are very system specific, sole-source sold and repaired. Some of the parts for this particular pump are no longer made and must be re-machined from repaired portions of the existing pump itself. Therefore, the size and nature of this pump makes it unique and there is only one repair facility that has all of the in-house experience to complete the necessary repairs in a timely matter.



Damaged Areas



Damaged Area

Damaged parts that will need specialized machining

Kennedy Industries is located in southeast Michigan. They are the only distributor of Flygt pumps factory-certified to complete these types of technical repairs. They have completed pump repairs for us in the past and are extremely qualified to complete this work. The quote to repair this damage is \$ 30,978.00. Once the pump is repaired, my intention is to place it in dry inventory and install it as needed.

- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Quote for repair from Kennedy Industries.
- **POSSIBLE COURSES OF ACTION:** Approve, not approve, amend or table.
- **SUGGESTED/REQUESTED MOTION:** Motion by _____, supported by _____ to award the Pump Station #1 pump repair contract to Kennedy Industries in the amount of \$ 30,978.00.
- **ROLL-CALL VOTE REQUIRED?** Yes, due to teleconferencing.



INNOVATE
SOLVE
MONITOR
REPAIR



QUOTATION		
DATE	NUMBER	PAGE
10/3/2019	0027304	1 of 3

B THO200
I
L THOMAS TOWNSHIP
L 249 N. MILLER ROAD
T SAGINAW, MI 48609
O

Accepted By: _____

Company: _____

Date: _____

PO#: _____

ATTENTION:
RICK HOPPER 989-529-6337 dpwdirector@thomastwp.org
TREVOR SCHULTZ

WE ARE PLEASED TO PROPOSE THE FOLLOWING FOR YOUR CONSIDERATION:

CUSTOMER REF/PO#	JOB TITLE	SLP	SHIPPING TYPE
	STATION #1, WEMCO F6K-S-FE5V4, SEWAGE	JSB/CRB	FIELD SERVICE
QTY	DESCRIPTION		

NEW PARTS REQUIRED:

- (1) UPPER MECHANICAL SEAL
- (1) LOWER MECHANICAL SEAL
- (1) UPPER BEARING
- (2) LOWER BEARING
- (1) O-RING KIT
- (1) SUCTION GASKET
- (1) LIPSEAL
- (18) SNAP RINGS
- (1) BEARING LOCKNUT
- (1) BEARING LOCKWASHER
- (1) SET OF TUBING - COOLING LINES
- (1) SHIM SET

LABOR REQUIRED:

- PERFORM ALL ELECTRICAL TESTS AND TEST RUN.
- DISASSEMBLE, SANDBLAST, CLEAN AND INSPECT COMPLETE PUMP.
- CLEAN, BAKE AND TEST STATOR ASSEMBLY.
- DIMENSIONALLY MEASURE ALL OPERATING CLEARANCES AND RECORD ON INSPECTION REPORT.
- WELD AND MACHINE 2 CRACKS IN BEARING HOUSING.
- WELD AND BLEND HOLE IN LOWER SEAL HOUSING.
- CERAMIC COAT SEAL HOUSING TO HELP PREVENT EROSION.
- ASSEMBLE ALL ROTATING PARTS ON SHAFT AND PLACE IN BALANCE MACHINE.
- VERIFY TOTAL INDICATOR RUN OUTS THEN DYNAMICALLY BALANCE ROTOR TO ISO G2.5.
- ASSEMBLE PUMP COMPLETE WITH NEW PARTS LISTED.
- PRESSURE TEST SEAL CHAMBER TO ENSURE LEAK FREE.
- INSTALL NEW OIL OR COOLANT IN SEAL CHAMBER.



INNOVATE
SOLVE
MONITOR
REPAIR



QUOTATION		
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QTY	DESCRIPTION
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PERFORM ALL ELECTRICAL TESTS AND TEST RUN.
 PRESERVE, CRATE AND DELIVER TO YOUR LOCATION.

REPAIR COST: \$21,280.00

(4) SUCTION BELLS - \$4,000.00

TOTAL REPAIR COST: \$25,280.00

DELIVERY: 5 WEEKS (AFTER RECEIPT OF ORDER)

FIELD SERVICE LABOR REQUIRED:

KENNEDY INDUSTRIES PROVIDED (2) FIELD SERVICE TECHNICIAN(S) ONSITE ON 9/3/19 TO REMOVE PUMP AND TRANSPORT BACK TO OUR WIXOM REPAIR FACILITY. THIS WAS PREVIOUSLY BILLED ON INVOICE #613112 AT \$2,481.00. REMOVAL COST NOT INCLUDED IN THE TOTAL FOR THIS QUOTE.

KENNEDY INDUSTRIES WILL PROVIDE (2) FIELD SERVICE TECHNICIAN(S) ONSITE TO INSTALL YOUR REPAIRED PUMP WITH 3' OF LIFTING CHAIN TEST RUN AND VERIFY PROPER OPERATION. ADDITIONAL LIFTING CHAIN WILL BE LEFT ONSITE FOR INSTALLATION ONTO OTHER 3 PUMPS AT TIME OF NEXT PUMP REMOVAL. INCLUDING DRUM DEPOSIT AND DELIVERY

NEW PARTS REQUIRED:

(8) NEOPRENE BUSHING WITH HARDWARE

FIELD SERVICE LABOR REQUIRED:

KENNEDY INDUSTRIES WILL PROVIDE (2) FIELD SERVICE TECHNICIAN(S) ONSITE TO ENTER WELL, REMOVE EXISTING GUIDERAILS, REPLACE BUSHING ON GUIDERAIL BRACKET AND REINSTALL GUIDERAILS.

TOTAL REPAIR COST: \$25,280.00

TOTAL FIELD SERVICE COST: \$5,698.00

TOTAL COST: \$30,978.00

DELIVERY: 5 WEEKS (AFTER RECEIPT OF ORDER)



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MONITOR
REPAIR



QUOTATION		
DATE	NUMBER	PAGE
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QTY	DESCRIPTION
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PLEASE PROVIDE WRITTEN OR VERBAL AUTHORIZATION SO THAT WE MAY RESPOND TO YOUR REQUIREMENTS.

IF YOU HAVE ANY QUESTIONS, COMMENTS, OR ARE IN NEED OF ANY ADDITIONAL INFORMATION PLEASE FEEL FREE TO CONTACT ME AT (248) 684-1200.

SINCERELY,

MIKE HORN
REPAIR CENTER MANAGER
MHORN@KENNEDYIND.COM

JN/CRB

This quote is subject to and incorporates by reference Kennedy Industries, Inc.'s ("Kennedy") Terms & Conditions (Rev'd 4/2019) and Customer Warranty available at www.kennedyind.com which will be provided by email upon written request. Kennedy reserves the right to change the Terms & Conditions and Customer Warranty for future orders. By accepting this quote and/or issuing a purchase order relative to this quote, buyer expressly agrees to the provisions set forth in the Terms & Conditions and Customer Warranty posted on Kennedy's website.

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

TOTAL: \$30,978.00

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

www.KennedyInd.com



TOWNSHIP BOARD AGENDA ITEM

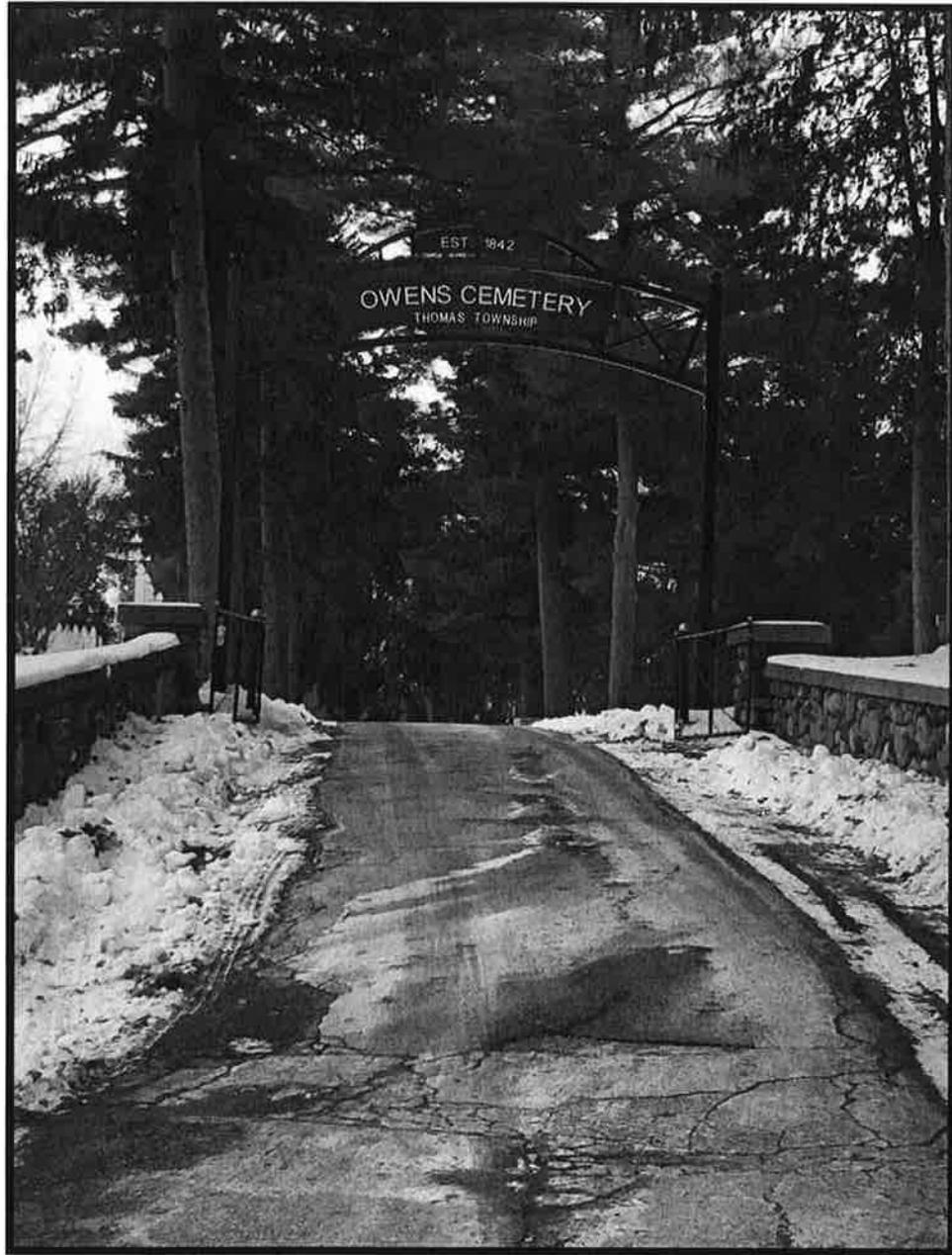
- **MEETING DATE:** April 6, 2020
- **SUBMITTED BY:** Trevor Schultz, Assistant Director - Department of Public Works
Rick Hopper, Director - Department of Public Works
- **AGENDA TOPIC:** To award Yeager Asphalt the resurfacing contract to complete the Owens Cemetery Asphalt Recap Project in the amount of \$ 24,500.00
- **EXPLANATION OF TOPIC:** The Owens Cemetery drive is in extreme disrepair and we have budgeted this fiscal year to have it fixed by having a new 1.5" thick layer of asphalt will be installed over the length of the entire drive. This improvement was recommended as part of a list of general improvements that were identified over the past couple of years to improve the aesthetics, safe access to and the overall functionality of the Cemetery. Past improvements included retaining wall restoration, completing clear view improvements at River Rd., entry sign installation with security camera, drainage road crossings, and tree and plant overgrowth removal.

For this roadway project, we solicited bids from nine (9) different Asphalt contractors with four returning bids. Yeager Asphalt has submitted the low bid in the amount of \$ 24,500. Yeager has completed asphalt work for Thomas Township in the past and has done a fine job on the previous projects. This work will be completed before September 1, 2020 with Yeager required to notify Public Works at least two weeks in advance of work so we can coordinate limited access to the cemetery with the public as the project is completed.

This work was budgeted for in the Capital Improvements line item from the Cemetery fund. \$27,500 was forecasted putting this project budget.

- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Request for Proposal and Bid Tabulation. Quote from Yeager Asphalt.
- **POSSIBLE COURSES OF ACTION:** Approve, not approve, amend or table.

- **SUGGESTED/REQUESTED MOTION:** Motion by _____, supported by _____ to authorize Yeager Asphalt to complete the Owen Cemetery Asphalt Recap in the amount of 24,500.00
- **ROLL CALL VOTE REQUIRED?** Yes, due to teleconferencing.





Thomas Township Bid Form
OWEN CEMETERY ASPHALT DRIVE RECAP

Company Name: Yeager Asphalt Inc.
Company Address: P.O. Box 189
Contact Person: Nick Maguire
Office Phone: (989) 484-6015 Cell Phone: (989) 484-6015
E-Mail: nick @ yeagerasphalt.com

Total Cost to Complete Owen Cemetery Asphalt Recap as described in RFP

TOTAL \$ 24,500 Lump Sum

Return Quote prior to 3:00 PM Wednesday, March 18th 2020:

**Thomas Township Department of Public Works
OWEN CEMETERY ASPHALT DRIVE RECAP - ATTN Rick Hopper
249 North Miller Road
Saginaw, MI 48609**

The Thomas Township Board of Trustees reserves the right to accept or reject any or all bids, to waive informalities or errors in the bidding process, and to accept any bid deemed to be in the best interest of the Township, including bids not proposed for the lowest amount submitted. I further understand that if selected, the successful bidder must provide acceptable proof of Liability Insurances in the amount of \$1,000,000.00 with Thomas Township as an additional insured, and Workman's Compensation insurances for all employees.

Nick Maguire
Signature

3/18/20
Date



REQUEST FOR PROPOSALS

OWEN CEMETERY ASPHALT DRIVE RECAP

Thomas Township, located in Saginaw County, Michigan, is currently requesting proposals to recap the existing asphalt drive located at 2385 North River Rd (Owen Cemetery). An aerial map of the drive is included in this RFP. The drive area is to be edged and cleaned (blow off debris) first. Vegetation killer will be applied as necessary, and SS-1 Tack will be applied before proceeding with the asphalt layer. Any low areas or dips shall be filled with asphalt and compacted. Numerous deteriorating areas (circled with orange paint) shall be cut out and replaced with new asphalt. Finally, the new layer of hot bituminous asphalt shall be one and a half inches (1.5") thick after rolling, with all edges tamped. The area nearest River Rd will have to be roto-milled. This work shall be completed before September 1st 2020, and a minimum of 14 days of notice shall be provided to Thomas Township DPW before work commences. Bid shall also include traffic control if required. Sealed quotes shall be submitted **prior to 3:00 PM, Wednesday, March 18th, 2020** at the Municipal Offices located at 249 North Miller Road, Saginaw, MI 48609.

Please clearly mark your sealed envelope as "OWEN CEMETERY ASPHALT DRIVE RECAP" attention Rick Hopper.

Bids will be unsealed at **3:05 PM, Wednesday, March 18th, 2020** at the Municipal Offices Building. You are welcome to submit supporting information with your bid quote; however, all quotes must be submitted on the uniform **Thomas Township Bid Form** that has been included with this request. Only those quotes formally supplied on the official bid form will be accepted. An award of **Monday, April 6, 2020** is planned.

Contact Persons:

Rick Hopper – Director of Public Works

(989) 781-0150 (Mo-Fr, 8 AM – 5PM EDST)

dpwdirector@thomastwp.org

Trevor Schultz – Assistant Director of Public Works

(989) 781-0150 (Mo-Fr, 8 AM – 5PM EDST)

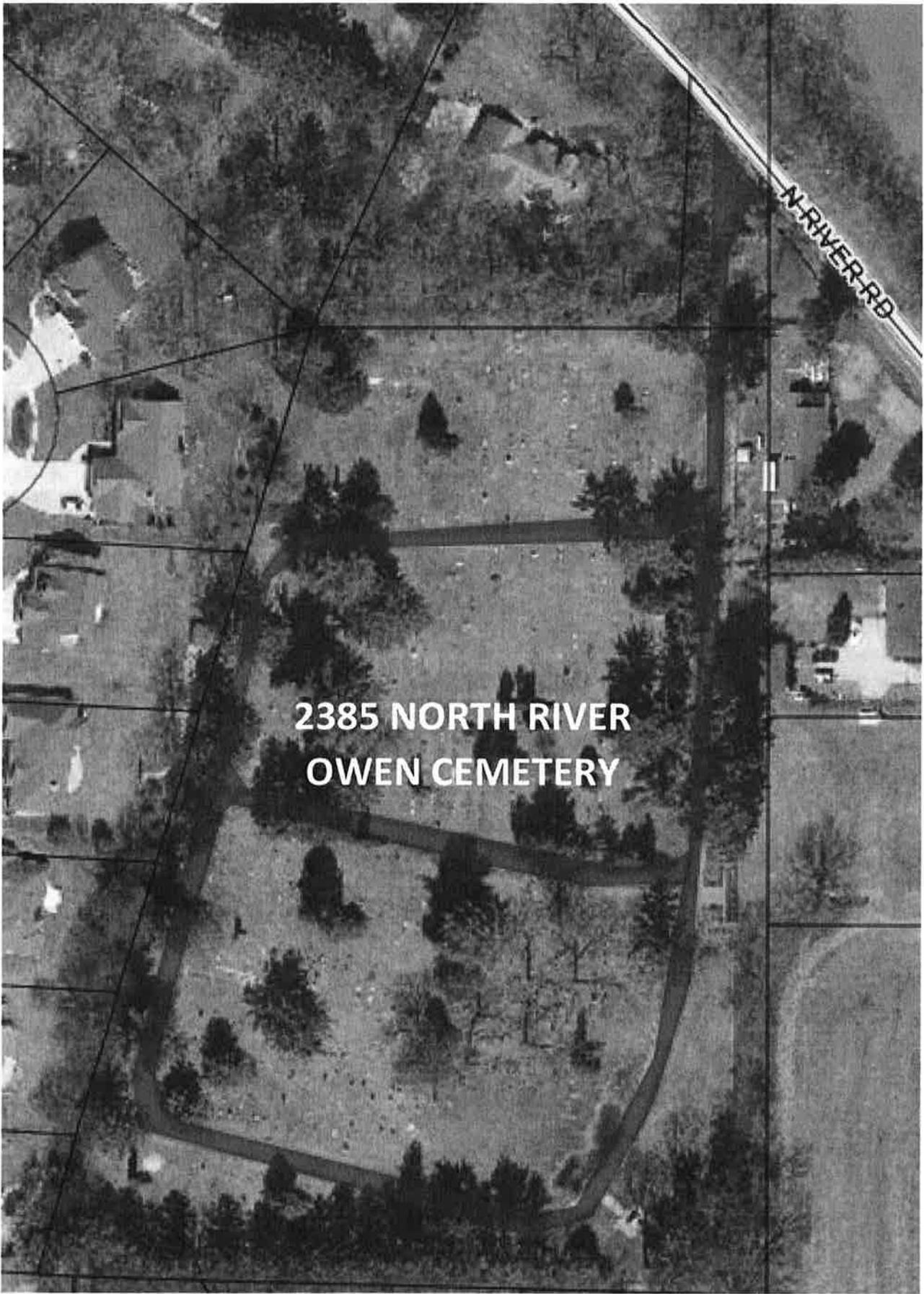
Cell: 989-443-9189

dpwassist@thomastwp.org



CONTRACTOR REQUIREMENTS

- You, as contractor, must provide acceptable proof of Liability Insurance in the amount of \$1,000,000.00 with Thomas Township listed as an additional insured, and Workman's Compensation insurances for all employees.
- You, as contractor, will be required to ensure that all OSHA, MI-OSHA, Federal, State, and Local regulations are complied with.
- You, as contractor, may be required to furnish references of prior work.
- You, as contractor, will be considered the general contractor and will be responsible for any and all coordination between sub-contractors and assure all work is completed, as specified or directed, verbally or in writing by the Township. Any sub-contractor must be approved in writing by Thomas Township before work commences.
- You, as contractor, must ensure any or all sub-contractors provide acceptable proof of Workman's Compensation for all employees.
- You, as contractor, must ensure that any or all sub-contractors employed by you, provide a General Liability Insurance Policy in the amount of \$1,000,000.00, with Thomas Township listed as an additional insured.
- You, as contractor, will be compensated with one lump sum payment, in the amount of 100% of the actual contractual amount within 30 days of the successful completion of the work.
- No "Add-Ons" or additional charges will be allowed without the advance written approval of Thomas Township.
- You, as contractor shall warranty your work for a period of twelve (12) months.
- You, as contractor, will be required to enter into and abide by a standard contract issued by Thomas Township.
- The Thomas Township Board of Trustees reserves the right to accept or reject any or all bids, to waive informalities or errors in the bidding process, and to accept any bid deemed to be in the best interest of the Township, including bids not proposed for the lowest amount submitted





Thomas Township Bid Form
OWEN CEMETERY ASPHALT DRIVE RECAP

Company Name: _____

Company Address: _____

Contact Person: _____

Office Phone: () _____

Cell Phone: () _____

E-Mail: _____

Total Cost to Complete Owen Cemetery Asphalt Recap as described in RFP

TOTAL \$ _____ Lump Sum

Return Quote prior to 3:00 PM Wednesday, March 18th 2020:

**Thomas Township Department of Public Works
OWEN CEMETERY ASPHALT DRIVE RECAP - ATTN Rick Hopper
249 North Miller Road
Saginaw, MI 48609**

The Thomas Township Board of Trustees reserves the right to accept or reject any or all bids, to waive informalities or errors in the bidding process, and to accept any bid deemed to be in the best interest of the Township, including bids not proposed for the lowest amount submitted. I further understand that if selected, the successful bidder must provide acceptable proof of Liability Insurances in the amount of \$1,000,000.00 with Thomas Township as an additional insured, and Workman's Compensation insurances for all employees.

Signature

Date

OWEN CEMETERY ASPHALT RECAP

Bid Opening Wednesday, March 18, 2020 3:10PM.

Company	Address	City	State	Zip	Bid
Yeager Asphalt	402 Hickory St	Carrollton Township	MI	48724	\$ 24,500.00
Saginaw Asphalt	2981 Carrollton Rd	Saginaw	MI	48604	
Quality Asphalt	731 Walnut St	Carrollton Township	MI	48724	\$ 26,000.00
Superior Asphalt & Sealcoating	2719 Witters St	Saginaw	MI	48602	
Black Jack Asphalt	217 Wayne St	Saginaw	MI	48602	\$ 28,500.00
Mr Asphalt	2627 Montana Ave	Saginaw	MI	48601	\$ 65,308.75
Lois Kay Contracting Co	3046 Carrollton Rd	Saginaw	MI	48604	
Becker Asphalt	1904 South Niagara St	Saginaw	MI	48602	
Pyramid Paving	1505 E Pine River Rd	Midland	MI	48640	



THOMAS TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** April 6, 2020
- **SUBMITTED BY:** Dan Sika, Director of Community Development
- **AGENDA TOPIC:** Text Amendment to Section 2.2, "Definitions" of the Thomas Township Zoning Ordinance, "Essential Services".
- **EXPLANATION OF TOPIC:** The Thomas Township Department of Public Works Director, Rick Hopper, has been planning on moving a sanitary sewer lift station that is currently within the 100-year flood plain. He is moving it to higher ground, out of the 100-year flood plain, to prevent them from failing during a storm event. A full-size lot is not necessary for a lift station. Rick had intended to acquire a small lot, only large enough for the lift station.

The Thomas Township Zoning Ordinance does not exempt lift stations or essential services from the full lot size requirement. For that reason, the Township Attorney was asked to review the situation and determined that the Township did have a definition for Essential Services in the Ordinance, but it did not specifically allow for an exemption from the relevant zoning district regulations. Otto Brant has recommended that the Zoning Ordinance be amended to add "**Essential services as defined herein are exempt from the provisions of this zoning ordinance**".

The proposed text amendment will allow the new lift stations to be constructed on the smallest parcel of land necessary for the underground equipment to be housed and function properly. Because most of the equipment is underground, this will conserve acreage when placing the lift stations in any zoning district. In most cases only an access door or small structure is necessary on the parcel.

- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** A copy of Ordinance 20-Z-01.
- **POSSIBLE COURSES OF ACTION:** To approve/deny the proposed text amendment to Section 2.2, "Definitions" of the Thomas Township Zoning Ordinance, specifically that of "Essential Services".
- **RECOMMENDED ACTION:** Motion by _____, supported by _____, to approve text amendment 20-Z-01 to amend Chapter 2, Section 2.2, "Definitions", specifically the definition of "Essential Services".
- **ROLL CALL VOTE REQUIRED:** Yes, due to teleconferencing.

ORDINANCE NO. 20-Z-01

**Thomas Township
Saginaw County, Michigan**

AN ORDINANCE TO AMEND CHAPTER 2, SECTION 2.2, “DEFINITIONS”, SPECIFICALLY THAT OF “ESSENTIAL SERVICES”, OF TITLE 10, “ZONING REGULATIONS” TO READ AS FOLLOWS:

The Township of Thomas, Saginaw County, Michigan hereby ordains:

Amendment of Essential Services:

Section 1. **ESSENTIAL SERVICES:** The erection, construction, alteration, or maintenance by public utilities or municipal departments or commissions of underground, surface, or overhead gas; electrical, steam, or water transmission, distribution or collection systems; communication, supply, or disposal systems, including mains, drains, sewers, pipes, conduits, wires, cables, fire alarm boxes, police call boxes, traffic signals, hydrants, towers, electric substations, telephone exchange buildings, gas regulator stations, and other similar equipment and accessories in connection therewith reasonably necessary for the furnishing of adequate service by the public utilities or municipal departments or commissions or for the public health or safety or general welfare, but not including buildings other than the buildings as are primarily enclosures or shelters of the mentioned equipment. Essential services as defined herein are exempt from the provisions of this zoning ordinance. Private wireless communication facilities are not considered Essential Services.

Repeal and Saving Provisions:

Section 2. That all ordinances and parts of ordinances in conflict with this ordinance are hereby repealed; provided, however, any administrative or judicial proceeding commenced under any provision hereby repealed shall continue to a final decision as if such provision had not been repealed.

Publication and Effective Date:

Section 3. That this ordinance shall become effective thirty (30) days after publication thereof.

Robert Weise, Supervisor

Edward Brosowski, Clerk



THOMAS TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** April 6, 2020
- **SUBMITTED BY:** Dan Sika, Director of Community Development
- **AGENDA TOPIC:** Purchase 13.5 Acres from Holy Cross Services for the Parks Department.
- **EXPLANATION OF TOPIC:** Recently Holy Cross Services (Boysville of Michigan) renovated an existing building on N. River Road for its staff offices. It will no longer be used as housing of any kind. Along with the renovation Holy Cross Services is willing to sell about 13.5 acres of vacant land to the Township Parks Department to attach to the Nature Preserve. The land is mostly wooded with a County Drain running through the middle of the property. Russ, John and Myself met with the Holy Cross representative, Mr. Mike Alm and he was very happy to see that the land would be use by the Parks Department. The agreed upon price was \$18,000.00. The parcel was surveyed by Spicer Group and the survey is attached. AKT Peerless conducted a Phase I Environmental Assessment on the vacant land. As expected, findings indicated that the only Recognized Environmental Condition was the Dow Chemical dioxin/furan issue because of the property's proximity to the Tittabawassee River. The Township Attorney Mr. Otto Brant prepared the purchase agreement for the Parks Department purchase. At this time the Township Board is being asked to approve the purchase of the approximately 13.5 acres of vacant land from Holy Cross Services for the amount of \$18,000.00.
- **MATERIALS ATTACHED:** Purchase Agreement. Survey of the Parcel. Photo of the parcel.
- **POSSIBLE COURSE OF ACTION:** Approve/no approve, amend or table.
- **RECOMMENDED ACTION:** Motion by _____, supported by _____, to approve the purchase of approximately 13.5 acres of vacant land located on N. River Road adjacent to the Township Nature Preserve for \$18,000.00.
- **ROLL CALL VOTE REQUIRED:** Yes, due to teleconferencing.

REAL ESTATE SALES PURCHASE AGREEMENT

This real estate sales agreement (the Agreement) is entered into on **January 28, 2020**, by and between **BOYSVILLE OF MICHIGAN, INC.** a 501c3 Michigan Corporation, of **8959 Clinton Macon Road, Clinton, MI 48609** (Seller), and **TOWNSHIP OF THOMAS**, a Michigan Municipal Corporation of **249 N. Miller Road, Saginaw, MI 48609** (Buyer), on the terms and conditions set forth below.

1. Background. Seller is the owner of a parcel of real property located in **Thomas Township, Saginaw County, Michigan**, as described and shown on exhibit A. Buyer wishes to purchase approximately 13.5 acres of such property (the Premises). The property to be purchased is vacant land. The exact description to be purchased shall be determined by a survey to be ordered and paid for by Buyer and the purchase price shall be based on this survey. This Agreement sets forth the terms and conditions on which Buyer agrees to purchase the Premises from Seller.

2. Purchase and sale. Seller agrees to sell the Premises to Buyer, and Buyer agrees to purchase the Premises from Seller, together with all easements, rights, hereditaments, and appurtenances, on the terms and conditions set forth below.

3. Purchase price. At the Closing of this Agreement as defined below, Buyer shall pay Seller **\$18,000.00** for the Premises. The amount of acreage in the Premises shall be determined by a survey, as provided below. The entire purchase price shall be paid at Closing in immediately available funds.

4. Earnest money deposit. On signing this Agreement, Buyer shall deposit with the title insurance company providing the title insurance for this transaction, as escrow agent (Escrow Agent), **\$1,000.00** in certified funds. Escrow Agent shall hold and disburse that earnest money as provided below. The earnest money together with any interest (cumulatively, the Deposit), shall constitute a credit against the Purchase Price at Closing. The Deposit shall be placed in an interest-bearing account with the interest to accrue and be a part of the Deposit and be returned to Buyer or paid to Seller as part of the Deposit as stated in this Agreement.

5. Due Diligence Period. Buyer has the right to conduct a due diligence review of the Premises. If, on or before the end of Buyer's Due Diligence review, Buyer elects to terminate this Agreement, for any reason as determined in its sole discretion, Buyer shall deliver a notice of its election to terminate to Seller, with a copy to Escrow Agent, and this Agreement shall automatically terminate. Escrow Agent shall deliver the Deposit to Buyer, and neither Seller nor Buyer shall have any further rights or obligations under this Agreement. If Buyer fails to deliver a notice of termination of this agreement during the Due Diligence Period, Buyer shall close on the terms stated in this Agreement without further extensions.

6. Buyer's access to the Premises. During the Due Diligence Period, Buyer and its employees, agents, contractors, and invitees will have reasonable access to the

8. Taxes and assessments. Seller shall pay all real and personal property tax bills for the Premises and any personal property located on the Premises that are billed before the date of Closing. Buyer shall pay all real property taxes for the Premises and personal property taxes assessed against the personal property on the Premises after the date of Closing. Seller and Buyer understand and acknowledge that the amount of any past due real estate taxes on the Premises not paid by the date of Closing may be deducted from the purchase price paid at Closing and paid to the respective taxing authority at Closing. Seller will pay all special assessments; deferred assessments; hook-up charges; or other fees, assessments, or charges imposed against the Premises that exist as of the date of Closing at or before closing. Taxes on the Premises shall not be prorated.

9. Closing date and possession. Buyer and Seller shall complete the sale and transfer possession of the Premises from Seller to Buyer (the Closing) at a closing which shall take place at the office of the title insurance company involved in the transaction or at another location agreeable to Seller and Buyer.

10. Form of conveyance. At the Closing, Seller shall grant and convey legal title to the Premises to Buyer pursuant to a warranty deed, subject only to (a) the lien of taxes on the Premises not yet due and payable and (b) the easements, covenants, conditions, and restrictions of record as shown on the title commitment referenced above and not objected to by Buyer during the Due Diligence Period. The deed shall state the consideration as "for good and valuable consideration," and Seller shall sign and file a transfer valuation affidavit to evidence the Purchase Price.

11. Closing. Buyer shall prepare the closing documents and deliver them to Seller for review and approval at least 5 days before the Closing. At or before the Closing, Buyer shall be responsible for the payment of the state and county transfer taxes, the title insurance premium to issue a policy pursuant to the title commitment referenced above, and the costs of any recording fees to record any documents to clear title. At or before closing, Buyer shall pay the fees necessary to record the deed and any other documents to transfer title, the cost of the survey referenced above, and the cost of any inspections it obtained on the Premises. Buyer shall pay its own attorney and other professional fees.

12. Condemnation. If all or any portion of the Premises are taken by the exercise of eminent domain or condemnation proceedings before the Closing, Buyer may, at its option, terminate this Agreement by giving written notice to Seller and a copy to Escrow Agent. In the event of a condemnation proceeding as a result of which Buyer elects to terminate this Agreement, any Deposit paid by Buyer shall be returned to Buyer. In the event of such a termination, this Agreement shall be null and void, and the parties shall have no further rights or obligations under this Agreement. If Buyer does not elect to terminate this Agreement in the event of the exercise of eminent domain, Buyer shall accept title to the Premises without any reduction of the Purchase Price, and Seller shall assign to Buyer, at the Closing, all of Seller's right, title, and interest in and to any resulting condemnation award.

c. Seller and Buyer agree to jointly and severally indemnify, save, and hold Escrow Agent harmless from any liability resulting from Escrow Agent's duties, absent any commission or omission by Escrow Agent amounting to willful misconduct or gross negligence. Seller and Buyer agree to each pay one-half of any fee charged by Escrow Agent for its duties under this Agreement.

d. On disbursement of the Deposit in accordance with the Agreement, Escrow Agent is released and acquitted from any further liability under this Agreement, it being expressly understood that Escrow Agent's liability is limited by the terms and conditions set forth above.

16. **Notices.** Except as otherwise provided, all notices required under this Agreement shall be effective only if in writing and shall be either personally served or sent with postage prepaid to the appropriate party at its address as set forth in the introductory paragraph of this Agreement. However, notices to Escrow Agent shall be delivered to Escrow Agent at its address provided above. Either party or Escrow Agent may change its address by giving notice of the change to the other two as provided in this section.

17. **Successors and assigns.** The terms and provisions of this Agreement are to apply to and bind the permitted successors and assigns of the parties.

18. **Entire agreement.** This Agreement and all exhibits constitute the entire agreement between the parties with respect to the subject matter of this Agreement, and all prior agreements between the parties with respect to the Premises, whether written or oral, are of no further force or effect. This Agreement may not be modified except by a written document signed by Seller and Buyer.

19. **Applicable law.** This Agreement shall be applied, construed, and enforced in accordance with the laws of the State of Michigan, without giving effect to conflicts of law principles. Venue for any disputes under this Agreement shall lie in **Saginaw, Michigan.**

20. **Binding effect.** This Agreement shall be binding on and inure to the benefit of the parties and their respective successors and permitted assigns. Seller and Buyer are permitted to assign this Agreement to affiliated business entities that are owned in total by either Seller or Buyer, but neither party shall assign or otherwise transfer its interest under this Agreement to any other third party without the prior approval of the other party to this Agreement, which shall not be unreasonably withheld.

21. **Severability.** If any term, covenant, or condition of this Agreement or its application is, to any extent, held to be invalid or unenforceable, the remainder of this Agreement or the application of the term, covenant, or condition to persons or circumstances other than those to which it is held invalid or unenforceable, shall

EXHIBIT "A"

S 23 ACRES OF THAT PART OF SEC LYING W OF TITTABAWASSEE RIVER EXC COM AT SW CORN OF SEC TH N 995.40 FT TO POB TH CONT N 120 FT TH E 552.56 FT TH S16DEG E 126.21 FT TH W 592.56 FT TO POB ALSO EXC COM AT SW CORN OF SEC TH E 842.85 FT TO POB TH N26DEG W 232.71 FT TH N75DEG E 175.02 FT TH E 94.31 FT TH S57DEG E 132.96 FT TH S73DEG E 245.73 FT TH S62DEG E 154.48 FT TH S43DEG E 51.54 FT TH W 679.36 FT TO POB 18.65 ACRES SEC 19 T12N R4E, THOMAS TOWNSHIP, SAGINAW COUNTY, MICHIGAN.

CERTIFICATE OF SURVEY

DWG. NO. A-28384-2

BEARINGS SHOWN ON THIS SURVEY WERE DETERMINED IN THE FOLLOWING MANNER
THE SOUTH LINE OF SECTION 19 WAS ASSUMED AS BEING N.88°-34'-14"W.

Parent Parcel per Quit Claim Deed Recorded in Document #2019007043, Saginaw County Records:

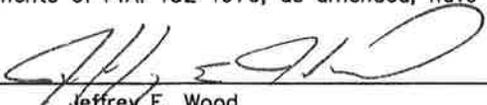
The following described premises situated in the County of Saginaw, and State of Michigan, and particularly described as follows:

Beginning at the Southwest Corner of Section 19, T.12 N. - R.4 E. (recorded as T.12 N. - R.3 E.), Thomas Township, Saginaw County, Michigan; thence running N.01°E., 1114.08 feet; thence running S.86°E., 623.70 feet to the West edge of the Tittabawassee River; thence Southeasterly, along the water's edge of said river, 1446.72 feet to the South line of said Section 19; thence running N.89°-25'W., along the South line of said Section 19, 1510.08 feet to the place of beginning.
 EXCEPT: Commencing at the Southwest Corner of said Section; thence N.01°-55'-01"E., 995.40 feet, along the West Section line, to the point of beginning; thence continuing N.01°-55'-01"E., 120.00 feet, along said Section line; thence S.88°-29'-59"E., 552.56 feet, to a point on the West edge of the Tittabawassee River; thence S.16°-33'-34"E., 126.21 feet, along said water's edge; thence N.88°-29'-59'W., 592.56 feet, to the point of beginning. ALSO EXCEPT: Commencing at the Southwest Corner of said Section; thence S.89°-53'-58"E. 842.85 feet, along the South Section line, to the point of beginning; thence N.26°-36'-13"W. 232.71 feet; thence N.75°-54'-04"E. 175.02 feet; thence N.90°-00'-00"E. 94.31 feet; thence S.57°-31'-37"E. 132.96 feet; thence S.73°-04'-44"E. 245.73 feet; thence S.62°-28'-31"E. 154.48 feet; thence S.43°-09'-12"E. 51.54 feet to the South Section line; thence along said Section line, N.89°-53'-58"W. 679.36 feet to the point of beginning; it is the intent to include all land to the water's edge of the Tittabawassee River.

Parcel A Description:

A parcel of land in the Southwest 1/4 of Section 19, T.12 N. - R.4 E., Thomas Township, Saginaw County, Michigan, described as follows: To fix the point of beginning, commence at the Southwest Corner of said Section 19; thence N.01°-55'-57"E., on the West line of said Section, 1.93 feet to a property controlling corner previously surveyed and monumented as the Southwest corner of said Section 19 and the point of beginning of this description; thence N.01°-55'-57"E., on the West line of said Section, 354.00 feet; thence S.88°-34'-14"E., parallel with a line previously surveyed and monumented as the South line of said Section 19, 434.00 feet; thence S.10°-21'-41"E., 361.62 feet to a point on said previously surveyed and monumented line; thence N.88°-34'-14"W., on said previously surveyed and monumented line, 511.00 feet to the point of beginning, containing 3.84 acres of land and subject to highway use of the West 33.00 feet thereof and also subject to any easements of record.

I hereby certify that I have surveyed and mapped the land above platted and/or described on 01/08/20, and the Relative Positional Precision (RPP) for each property corner shown hereon are within the limits accepted by the practice of Professional Surveying and that all of the requirements of P.A. 132 1970, as amended, have been complied with.



 Jeffrey E. Wood

Professional Surveyor No. 41115

		SURVEY FOR: Thomas Township 249 North Miller Road Saginaw, Michigan 48609
		 230 S. Washington Ave. Saginaw, MI. 48607 TEL (989) 754-4717 FAX (989) 754-4440 www.SpicerGroup.com
		© - FOUND SURVEY CORNER ○ - SET 1/2" Ø IRON ROD WITH CAP No. 41115
SHEET <u>2</u> OF <u>3</u>	DATE: 01/22/20	 SCALE: 1" = 200'
		JOB NO. 128120SG2019 DWG. NO. A-28384-2

CERTIFICATE OF SURVEY

DWG. NO. A-28384-3

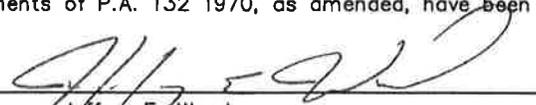
BEARINGS SHOWN ON THIS SURVEY WERE DETERMINED IN THE FOLLOWING MANNER
THE SOUTH LINE OF SECTION 19 WAS ASSUMED AS BEING N.88°-34'-14"W.

Remainder Parcel Description:

The following described premises situated in the County of Saginaw, and State of Michigan, and particularly described as follows:

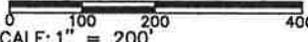
Beginning at the Southwest Corner of Section 19, T.12 N. - R.4 E. (recorded as T.12 N. - R.3 E.), Thomas Township, Saginaw County, Michigan; thence running N.01°E., 1114.08 feet; thence running S.86°E., 623.70 feet to the West edge of the Tittabawassee River; thence Southeasterly, along the water's edge of said river, 1446.72 feet to the South line of said Section 19; thence running N.89°-25'W., along the South line of said Section 19, 1510.08 feet to the place of beginning. EXCEPT: Commencing at the Southwest Corner of said Section; thence N.01°-55'-01"E., 995.40 feet, along the West Section line, to the point of beginning; thence continuing N.01°-55'-01"E., 120.00 feet, along said Section line; thence S.88°-29'-59"E., 552.56 feet, to a point on the West edge of the Tittabawassee River; thence S.16°-33'-34"E., 126.21 feet, along said water's edge; thence N.88°-29'-59"W., 592.56 feet, to the point of beginning. ALSO EXCEPT: Commencing at the Southwest Corner of said Section; thence S.89°-53'-58"E. 842.85 feet, along the South Section line, to the point of beginning; thence N.26°-36'-13"W. 232.71 feet; thence N.75°-54'-04"E. 175.02 feet; thence N.90°-00'-00"E. 94.31 feet; thence S.57°-31'-37"E. 132.96 feet; thence S.73°-04'-44"E. 245.73 feet; thence S.62°-28'-31"E. 154.48 feet; thence S.43°-09'-12"E. 51.54 feet to the South Section line; thence along said Section line, N.89°-53'-58"W. 679.36 feet to the point of beginning; it is the Intent to include all land to the water's edge of the Tittabawassee River. EXCEPT A parcel of land in the Southwest 1/4 of Section 19, T.12 N. - R.4 E., Thomas Township, Saginaw County, Michigan, described as follows: To fix the point of beginning, commence at the Southwest Corner of said Section 19; thence N.01°-55'-57"E., on the West line of said Section, 1.93 feet to a property controlling corner previously surveyed and monumented as the Southwest corner of said Section 19 and the point of beginning of this description; thence N.01°-55'-57"E., on the West line of said Section, 354.00 feet; thence S.88°-34'-14"E., parallel with a line previously surveyed and monumented as the South line of said Section 19, 434.00 feet; thence S.10°-21'-41"E., 361.62 feet to a point on said previously surveyed and monumented line; thence N.88°-34'-14"W., on said previously surveyed and monumented line, 511.00 feet to the point of beginning.

I hereby certify that I have surveyed and mapped the land above platted and/or described on 01/08/20, and the Relative Positional Precision (RPP) for each property corner shown hereon are within the limits accepted by the practice of Professional Surveying and that all of the requirements of P.A. 132 1970, as amended, have been complied with.



 Jeffrey E. Wood

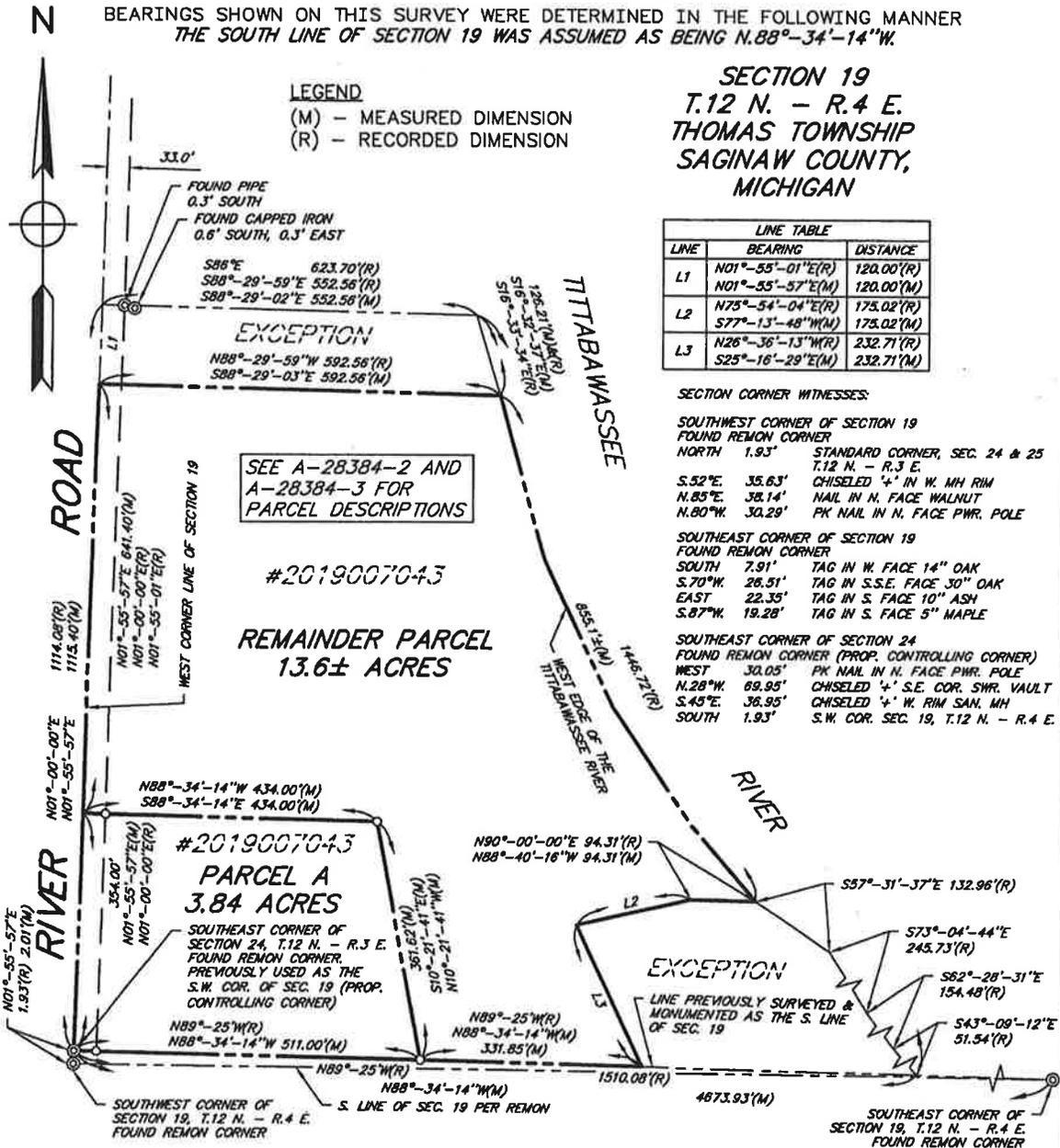
Professional Surveyor No. 41115

		SURVEY FOR: Thomas Township 249 North Miller Road Saginaw, Michigan 48609  230 S. Washington Ave. Saginaw, MI. 48607 TEL (989) 754-4717 FAX (989) 754-4440 www.SpicerGroup.com
		© -FOUND SURVEY CORNER ○ -SET 1/2" Ø IRON ROD WITH CAP No. 41115
SHEET <u>3</u> OF <u>3</u>	DATE: 01/22/20	 SCALE: 1" = 200'
		JOB NO. 128120SG2019 DWG. NO. A-28384-3

CERTIFICATE OF SURVEY

DWG. NO. A-28384-1

BEARINGS SHOWN ON THIS SURVEY WERE DETERMINED IN THE FOLLOWING MANNER
 THE SOUTH LINE OF SECTION 19 WAS ASSUMED AS BEING N.88°-34'-14"W.



I hereby certify that I have surveyed and mapped the land above platted and/or described on 01/08/20, and the Relative Positional Precision (RPP) for each property corner shown hereon are within the limits accepted by the practice of Professional Surveying and that all of the requirements of P.A. 132 1970, as amended, have been compiled with.

 Jeffrey E. Wood

Professional Surveyor No. 41115

	SURVEY FOR: Thomas Township 249 North Miller Road Saginaw, Michigan 48609
	230 S. Washington Ave. Saginaw, MI. 48607 TEL (989) 754-4717 FAX (989) 754-4440 www.SpicerGroup.com
	© -FOUND SURVEY CORNER ○ -SET 1/2" Ø IRON ROD WITH CAP No. 41115
SHEET <u>1</u> OF <u>3</u>	DATE: 01/22/20
SCALE: 1" = 200'	JOB NO. 128120SG2019 DWG. NO. A-28384-1



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** April 6, 2020
- **SUBMITTED BY:** Rick Hopper, Director of Public Works
- **AGENDA TOPIC:** To authorize the purchase of the LED lighting fixtures for the DPW Facility from Standard Electric in the amount of \$ 14,605.22
- **EXPLANATION OF TOPIC:** This fiscal year, we budgeted for the replacement of the interior and exterior lighting units at the DPW Facility. Standard Electric, the primary electrical supplier in our area, was asked to review the costs for the individual lighting units, compare fixture costs per vendor, and determine the available rebates from Consumer's Power should we convert from florescent and metal halide lighting to LED. Using Standard Electric to generate these quotes ensures that we are comparing apples to apples, while seeking the best price. Plus, they have the capacity to compare those costs to the applicable rebates offered by Consumers Power.

After looking at multiple fixture suppliers, Standard Electric has submitted a quote for the necessary replacement units from Lithonia Lighting and recommends the purchase at a total cost of \$ 14, 605.22. These fixtures also come with significant rebates from Consumer's Power. The current rebate is \$3,122.90, so after considering the rebate, the total cost for fixtures would be \$11,482.32. Based on an estimated, annual energy savings of approximately \$ 2,813 per year, the payback for this purchase is approximately 49 months.

This request is for authorization to purchase the fixtures. If approved, I will issue a separate Request for Proposal to area electrical contractors to install these fixtures. I would hope to have them installed later this spring or early summer.

This purchase was anticipated and budgeted for in our 2020/2021 Water and Sewer budgets and its costs would be split evenly between the fund's Repairs and Maintenance line items.

- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Standard Electric Quotes
- **POSSIBLE COURSES OF ACTION:** Approve, not approve, amend or table.

- **SUGGESTED/REQUESTED MOTION:** Motion by _____, supported by _____ to authorize the purchase of LED lighting fixtures for the DPW facility from Standard Electric in the amount of \$14,605.22
- **ROLL-CALL VOTE REQUIRED?** Yes, due to teleconferencing.



Standard Electric - Saginaw
 2650 Trautner Drive
 Saginaw, MI 48604
 989-497-2100
 www.standardelectricco.com

QUOTE

Outside Sales Rep	
Tyler Miller	
Reference	
Quote #	To Be Shipped From
10031636-00	STANDARD ELECTRIC - SAGINAW Our Truck AM



QUO



10031636-00

Bill To: 373757	THOMAS TOWNSHIP 249 N MILLER SAGINAW, MI 48603-
---------------------------	-------------------------------------------------------

Ship To: 00	THOMAS TOWNSHIP 249 N MILLER SAGINAW, MI 48603-
-----------------------	-------------------------------------------------------

Customer- PO #	Quote Placed By	Quote Taken By	Date Entered
THOMAS TWNP. DPS		Chelsea Wisniewski	10/01/19

Quote good for 30 days from Entered Date. Quantity available to Ship calculated at time of Quote. All Quotes are plus Freight unless otherwise stated.

Line #	Product And Description	Quantity Ordered	Qty Available to ship	Price U/M	Unit Price	Ext. Price
1	LITJEBL18L50K80CRI JEBL 18L 50K 80CRI WH	20	4	EA	158.11800	3,162.36
4	LITJEBLWBKM6 LITJEBLWBKM6 WIRING BOX TO FIELD INSTALL THE SENSOR.	20	0	each	36.88200	737.64
5	LITSBOR6OEXWH LITSBOR6OEXWH	20	0	each	82.76500	1,655.30
6	LITTWHELEDALO50K TWH-LED-ALO-50K GLASS REFRACT	10	10	EA	329.65900	3,296.59
7	LITXVMLL485000LM50 XVMLL485000LMMVOLT50K80CRI	1	1	EA	110.41200	110.41
9	LITCPX2X44000LM40KM2 CPX-2X4-4000LM-40K-M22X4 FLAT PANEL 4000 LUM	28	28	1.00	63.72900	1,784.41
10	LITCPX2X23200LM40KM4 CPX-2X2-3200LM-40K-M42X2 LED FLAT PANEL	11	11	1.0	42.89400	471.83
11	LITCLXL9610000LM50 CLXL9610000LMSEFFDLMVOLTGZ105*	8	8	EA	198.29400	1,586.35
12	GELED10DA19840 GE LED 10 D A19 840 69133 Customer Prod: 69133 PRICE BEFORE REBATE: \$5.00 EA. CONSUMERS ENERGY REBATE: \$3.25 EA.	2	2	EA	1.75000	3.50
13	LITCLXL485000LMSEFFDLMVO LITCLXL485000LMSEFFDLMVOLTGZ1050K80CRIWH	18	0	EA	99.82400	1,796.83

10 Lines Total	Material Total	14,605.22
	Order Total	14,605.22

Taken by: Chelsea Wisniewski

Phone:

Email: CWisniewski@StandardElectricco.com

Printed on: 10/04/19 at 08:28

Customer Copy

Page 1 of 1

Quote: CTA20-109761-1



Project Thomas Township Offices

Location Thoams Township MI

Quote CTA20-109761-1

To: Chelsea Wisniewski

Standard Electric Co.

2650 Trautner Dr, PO Box 5289

Saginaw MI 48603-0289

Phone: (989) 497-2162

Email: chelsea.wisniewski@standardelectricco.com

QTY	Type	MFG	Part	Price	ExtPrice
Note			*OFFERING BEST OPTIONS TO SPECIFIED FIXTURES - ALL FIXTURES ARE SUBJECT TO REVIEW & APPROVAL*		
Note			ANY CHANGES MAY REQUIRE A REQUOTE		
20		AGL	UFO-120W-G2H-90-305V-HR-50K-120-WH-MSB	\$420.00	\$8,400.00
10		LUM	WPSQLED-100-UNV-7050	\$453.33	\$4,533.30
Note			*WE DO NOT HAVE AN ADJUSTABLE LUMEN WALLPACK - WE WOULD NEED TO KNOW REQUIRED LUMEN OUTPUT - OFFERING ABOVE OPTION		
1		MLX	4APVTLD-40L850	\$90.66	\$90.66
28		MLX	24CGT4540C	\$90.00	\$2,520.00
11		MLX	22CGT3540C	\$70.00	\$770.00
8		MLX	8TSNLED-LD5-104SL-SLW-UNV-L850-CD2-U	\$210.00	\$1,680.00
18		MLX	4SNLED-LD5-52SL-SLW-UNV-L850-CD1-U	\$105.33	\$1,895.94

Terms and conditions of sale:

- Prices DO NOT include lamps, spare material, fuses, special finishes, mounting devices, installation or applicable taxes unless otherwise noted above.
- Please include QUOTE NUMBER and JOB NAME on all orders.

\$ 19,889.89



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** April 6, 2020
- **SUBMITTED BY:** Russ Taylor, Township Manager
Deidre Frollo, Fiscal Services Director
- **AGENDA TOPIC:** Approve a one year extension of audit contract

- **EXPLANATION OF TOPIC:** The final year of the current audit engagement with Smith & Klackiewicz was the 2018/19 fiscal year. I overlooked this and did not send out a RFP. Due to this oversight and the time constraints with preparing, mailing and getting an RFP returned I am requesting that the Board approve a one year extension with the current auditor, Smith & Klackiewicz, for the 19/20 fiscal year. Rob Klackiewicz has submitted a proposal for the extension in the amount of \$8,000 which includes the audit, F65 filing and OPEB assistance if necessary. Although this is an increase of \$1,500 over the previous year it is less than the bids received from other firms in 2016 by at least \$800. A RFP for the fiscal year ending March 31, 2021 will be sent out later this year.
- **MATERIAL ATTACHED AS SUPPORTING INFORMATION:**
Proposal for 2019/20 fiscal year audit
- **POSSIBLE COURSES OF ACTION:**
Accept/not accept the extension of the audit for one year.
- **SUGGESTED/REGUESTED MOTION:**
Motion by _____ supported by _____ to accept the audit extension proposal from Smith & Kacziewicz, PC for auditing services in the amount of \$\$8,000 for the 2019/20 fiscal year.
- **ROLL CALL VOTE REQUIRED?** No



SMITH & KLACZKIEWICZ, PC
 CERTIFIED PUBLIC ACCOUNTANTS

THOMAS J. SMITH, CPA
 (989)751-1167

ROBERT R. KLACZKIEWICZ, CPA
 (989)751-3064

A VETERAN OWNED BUSINESS

March 25, 2020

Thomas Township
 Board of Trustees
 Saginaw County, Michigan

It has been a great pleasure to work with the staff for the previous fiscal years audits of *Thomas Township*. I am pleased to submit our pricing for a one-year extension of our professional audit services to *Thomas Township*.

<u>Service</u>	<u>Fee</u>	
Financial audit	\$ 7,100	
F-65	400	
OPEB assistance	<u>500</u>	if requested
Total	<u>\$ 8,000</u>	

The proposed fees include all travel costs incurred during initial planning, audit fieldwork procedures, report production and a presentation of the audit to the Board. As you are aware, the threshold for a single audit is \$750,000. If the Township expends more than \$750,000 of federal awards and therefore is required to have a single audit in accordance with 2 CFR 200, an additional fee will be added, dependent upon the number of federal programs.

We look forward to continuing our professional relationship with *Thomas Township*.

Thank you again for considering **Smith & Klaczkiwicz, PC** as the independent Certified Public Accountants for *Thomas Township*.

If you have any questions, please feel free to call or email me. (rklacz@smithkcpas.com)

Sincerely,

Robert Klaczkiwicz, CPA
Smith & Klaczkiwicz, PC