



AGENDA
THOMAS TOWNSHIP REGULAR BOARD MEETING
8215 Shields Drive, Saginaw, MI 48609

April 12, 2021

7:00 P.M.

Dial-in number (US): (844) 855-4444

Access code: 482236#

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Consent Agenda
 - A. Approval of Board Minutes March 1, 2021.
 - B. Approval of Expenditures.
 - C. Approve the promotion of Jean Lisee from probationary to regular, part-time Public Safety Secretary for the Fire Department.
 - D. Approve amendments to Personnel Policy #810, Dress Code Policy.
 - E. Approve amendments to Administrative Policy #700, Park Refunds.
 - F. Approve amendments to Administrative Policy #701, Park Late Fees.
 - G. Approve the revised job description for the DPW Director position.
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. Approve Resolution 21-05, the Investment/Withdrawal Authorization Resolution for the fiscal year 2021/2022.
 - B. Approve an agreement with Spicer Engineering to survey Owen Cemetery and provide a GIS layer for our new cemetery management software.
 - C. Approve agreement with McDonald Ford to exchange three (3) 2020 F250 trucks for three (3) new 2021 F250 trucks for the DPW Fleet.
 - D. Approve insurance carriers for health, dental, vision and liability coverages.
 - E. Approve Text Amendment 20-G-02 amending the Thomas Township Cemetery Ordinance.
 - F. Approve the requested re-zoning of parcel #28-12-3-23-300-002 from its current A-1 zoning to R-1 zoning.
 - G. Approve amendments to Administrative Policy #900, Poverty Exemption Policy and Procedure.
 - H. Approve Administrative Policy #901, a new policy on tax exempt properties.

Thomas Township will provide necessary reasonable auxiliary aids and services to any individuals with disabilities who plan to attend this public meeting. Persons interested in such services need to contact the Thomas Township Manager's offices at 249 N. Miller Road, Saginaw, Michigan 48609, by phone at 989-781-0150, or by fax at 989-781-0290 at least five (5) working days prior to the meeting. In the case that advanced notice for accommodations is not possible, every reasonable effort will be made to accommodate the disabled.

- I. Approve purchasing a ladder truck for the Fire Department from Ferrara in the amount of \$723,417.00.
 - J. Approve Administrative Policy #703, a new policy on Park rentals.
 - K. Presentation by Rob Eggers of Spicer Group on the updated Master Plan.
 - L. Discuss local State of Emergency as declared by Saginaw County as it relates to future public meeting formats.
10. Reports
- | | | |
|---------------|--------------------------|-----------------------|
| A. Supervisor | E. Community Development | I. Police Dept. |
| B. Clerk | F. DPW | J. Parks & Recreation |
| C. Treasurer | G. Finance | K. Board Members |
| D. Manager | H. Fire Dept. | |
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
CONDUCTED VIA ELECTRONIC REMOTE ACCESS, IN ACCORDANCE WITH
MICHIGAN LAW, WILL BE IMPLEMENTED IN RESPONSE TO COVID-19 SOCIAL
DISTANCING REQUIREMENTS AND LIMITATIONS ON THE NUMBER OF
INDIVIDUALS IN A MEETING HALL

8215 Shields Drive, Saginaw, MI 48609

March 1, 2021

7:00 o'clock p.m. via teleconference

1. The Regular Board Meeting was called to order at 7:00 p.m. via teleconferencing by Supervisor Weise.
2. PRESENT PHYSICALLY: Weise
PRESENT VIRTUALLY: Thayer (Bay County), Sommers (Thomas Twp.), Monahan (Thomas Twp.), DeLine (Thomas Twp.), Witt (Thomas Twp.), Brosowski (Thomas Twp.)
ABSENT: None
ALSO PHYSICALLY PRESENT: Township Manager, Russ Taylor; Deputy Clerk, Darci Seamon and Assistant DPW Director, Trevor Schultz.
ALSO PRESENT VIRTUALLY: Finance Director, Deidre Frollo; Director of Community Development, Dan Sika; Police Chief, Al Fong; Parks and Recreation Director, John Corriveau; Fire Chief, Mike Cousins; DPW Director, Rick Hopper, and no interested parties .
3. The Pledge of Allegiance was recited.
4. Motion was made by Brosowski, seconded by Sommers to approve the agenda as presented.
Roll Call:
Ayes: Brosowski, Thayer, Sommers, Monahan, DeLine, Witt, Weise
Absent: None
Nays: None
Abstain: None
Motion carried.

AGENDA

THOMAS TOWNSHIP REGULAR BOARD MEETING
TO BE CONDUCTED VIA ELECTRONIC REMOTE ACCESS, IN ACCORDANCE WITH MICHIGAN LAW,
WILL BE IMPLEMENTED IN RESPONSE TO COVID-19 SOCIAL DISTANCING REQUIREMENTS AND
LIMITATIONS ON THE NUMBER OF INDIVIDUALS IN A MEETING HALL.

March 1, 2021

7:00 P.M.

Dial-in number (US): (844) 855-4444

Access code: 482236#

1. Call to Order

2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Consent Agenda
 - A. Approval of Board Minutes February 1, 2021.
 - B. Approval of Special Board Minutes February 8, 2021.
 - C. Approval of Expenditures.
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 2021/2022 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 21-04, the annual Appropriations Resolution for the 2021/2022 Fiscal Year.
 - B. Approve the proposed amended Appropriations Resolution to balance the 2020/2021 Fiscal Year Budget.
 - C. Approve Resolution 21-03, to implement the 2021/2022 Fees Resolution.
 - D. Accept the audit proposal from Gabridge & Co for auditing services for the 2020/21 fiscal year with the option to extend the contract for up to three additional years.
 - E. Waive all time limitations and fees for temporary sign permits for businesses in Thomas Township until December 31, 2021. This will be retroactive back to January 1, 2021.
 - F. Award the Madeline Street sidewalk project to Wobig Construction in the amount of \$78,699.00.
 - G. Approve Resolution 21-01 to allocate the matching funds of \$300,000.00 for the Michigan Land and Water Conservation Fund Grant for the construction of trails, interpretive signs, seating areas and observation decks.
 - H. Approve Resolution 21-02 to allocate the matching funds of \$300,000.00 for the Michigan Trust Fund Grant for the construction of trails, interpretive signs, seating areas and observation decks.
 - I. Approve the low bid of \$7,000.00 from North American Overhead Door Inc. for the replacement of five commercial-grade garage door openers.
 - J. Approve the proposed four-year labor agreement with the Police Officer's Association of Michigan (POAM) from 04/01/2021-03/31/2025 contingent upon POAM members' approval.
10. Reports

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

5. It was moved by Witt, seconded by DeLine to approve the consent agenda as presented.

Roll Call:

Ayes: Weise, Brosowski, Thayer, Sommers, Monahan, DeLine, Witt

Absent: None

Nays: None

Abstain: None

Motion carried.

- A. Approval of Township Board minutes from the regular meeting 2/1/2021.
- B. Approval of Township Board minutes from the special meeting 2/8/2021.
- C. Expenditures consisting of:

Clearing Fund	\$240.00
General Fund	56,416.73
Christopher Thompson Fund	3133.00
Public Safety-Fire Department	6,955.87
Fire Apparatus	0.00

Public Safety-Police Department	5,489.57
Public Safety-Drug Law Enforcement	0.00
Downtown Development Authority	704.47
Road Revolving Fund	0.00
Sewer Fund	131,028.97
Water Fund	223,464.08
Municipal Refuse	52,639.78
Special Flood	0.00
Tax	3,380,580.03

6. Communications-Petitions-Citizen Comments
 - A. None.
7. Public Hearing
 - A. The public hearing pertaining to the proposed 2021/2022 fiscal year budget including the property tax millage proposed to be levied to support the proposed budget was opened at 7:03 p.m. and closed at 7:04 p.m. with no public comment.
8. Unfinished Business
 - A. None.
9. New Business
 - A. It was moved by DeLine, seconded by Brosowski to approve Resolution 21-04, the annual Appropriations Resolution for the 2021/2022 Fiscal Year.
Roll Call:
Ayes: Witt, Weise, Brosowski, Thayer, Sommers, Monahan, DeLine
Absent: None
Nays: None
Abstain: None
Motion carried.
 - B. It was moved by Witt, seconded by Sommers to approve the proposed amended Appropriations Resolution to balance the 2020/2021 Fiscal Year Budget.
Roll Call:
Ayes: DeLine, Witt, Weise, Brosowski, Thayer, Sommers, Monahan
Absent: None
Nays: None
Abstain: None
Motion carried.
 - C. It was moved by Monahan, seconded by Sommers to approve Resolution 21-03, to implement the 2021/2022 Fees Resolution.
Roll Call:
Ayes: Monahan, DeLine, Witt, Weise, Brosowski, Thayer, Sommers
Absent: None
Nays: None
Abstain: None
Motion carried.
 - D. It was moved by Thayer, seconded by DeLine to accept the audit proposal from Gagridge & Co for auditing services for the 2020/2021 fiscal year with the option to extend the contract for up to three additional years.
Roll Call:
Ayes: Sommers, Monahan, DeLine, Witt, Weise, Brosowski, Thayer

Absent: None
Nays: None
Abstain: None
Motion carried.

- E. It was moved by Sommers, seconded by Witt to waive all time limitations and fees for temporary sign permits for businesses in Thomas Township until December 31, 2021. This will be retroactive back to January 1, 2021.

Roll Call:

Ayes: Thayer, Sommers, Monahan, DeLine, Witt, Weise, Brosowski
Absent: None
Nays: None
Abstain: None
Motion carried.

- F. It was moved by Witt, seconded by DeLine to award the Madeline Street sidewalk project to Wobig Construction in the amount of \$78,699.00.

Roll Call:

Ayes: Brosowski, Thayer, Sommers, Monahan, DeLine, Witt, Weise
Absent: None
Nays: None
Abstain: None
Motion carried.

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 the Community Development report.
- F. Receive and file the DPW Report.
- G. Receive and file the Finance Report.
- H. Receive and file the Fire Department Report.
- 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 Brosowski, seconded by Monahan to adjourn the meeting at 7:29 p.m.

Roll Call:

Ayes: Weise, Brosowski, Thayer, Sommers, Monahan, DeLine, Witt
Absent: None
Nays: None
Abstain: None
Motion carried.

Edward Brosowski, Clerk

Dated



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** April 12, 2021
- **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 2020/2021 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 \$28,723.87. 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 \$4,270,531.79 with individual fund totals as follows:

Clearing Fund	3,410.16
General Fund.....	616,308.30
Christopher Thompson Funds.....	0.00
Public Safety - Fire Department.....	28,678.90
Fire Apparatus	1,018.86
Public Safety - Police Department	25,423.10
Public Safety - Drug Law Enforcement	0.00
Downtown Development Authority.....	10,073.97
Road Revolving Fund.....	0.00
Sewer Fund	117,013.71
Water Fund	315,384.62
Municipal Refuse	83,224.19
Special Flood	0.00
Tax	4,270,531.79

As shown on checks #63612-63791

JOURNALIZED

PAID - CHECK TYPE: PAPER CHECK

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund 100 CLEARING FUND

Dept 000	MOBILE PHONE CHARGES	STATE BANK	AMZN/PITNEY BOWES/SPECTRUM/ZOOM	160.00	63668
100-000-231.575	MOBILE PHONE CHARGES	STATE BANK	ZOOM/LITTLE CAESARS/SPLASHTOP/PITNEY	160.00	63768
100-000-231.575	DUE TO BC/BS UNION CO-INS	BLUE CROSS BLUE SHIELD O	HEALTH/VISION	3,057.66	63623
100-000-231.716	LIBRARY HEALTH INS CO-PAY	BLUE CROSS BLUE SHIELD O	HEALTH/VISION	32.50	63623
100-000-231.717					
		Total For Dept 000		3,410.16	

3,410.16

3,410.16

Total For Fund 100 CLEARING FUND

Fund 101 GENERAL OPERATING FUND

Dept 000	ACCOUNTS RECEIVABLE HEALTH IN	BLUE CROSS BLUE SHIELD O	HEALTH INSURANCE	13.12	63622
101-000-040.716	ACCOUNTS RECEIVABLE HEALTH IN	BLUE CROSS BLUE SHIELD O	HEALTH/VISION	304.41	63623
101-000-040.716	DUE TO OTHER FUNDS DEL'Q PERS	THOMAS TWP FIRE EQUIPMEN	2020 PPT REIMBURSEMENT	24,603.09	63673
101-000-217.000	DUE TO OTHER FUNDS DEL'Q PERS	THOMAS TWP GENERAL FUND	2020 PPT REIMBURSEMENT	92,412.13	63674
101-000-217.000	DUE TO OTHER FUNDS DEL'Q PERS	THOMAS TWP PUBLIC SAFETY	2020 PPT REIMBURSEMENT	61,999.77	63677
101-000-217.000	DUE TO OTHER FUNDS DEL'Q PERS	THOMAS TWP PUBLIC SAFETY	2020 PPT REIMBURSEMENT	134,824.88	63678
101-000-217.000	DUE TO WORKMANS COMPENSATION	MI MUNICIPAL WORKERS COM	WORKERS COMP PREMIUM - #4	662.76	63644
101-000-231.750	PERFORMANCE DEP-SIDEWALKS/TRE	BEAGLE CONSTRUCTION	REFUND - 4042 MOUNTAIN VIEW	4,800.00	63620
101-000-283.000	MOBILE HOME FEES	SAGINAW COUNTY TREASURER	KRIS KAY 203 LOTS MARCH 2021	101.50	63719
101-000-449.000	MOBILE HOME FEES	SAGINAW COUNTY TREASURER	EDGEWOOD 181 LOTS MARCH 2021	90.50	63719
101-000-449.000	MOBILE HOME FEES	SAGINAW COUNTY TREASURER	KRIS KAY 203 LOTS MARCH 2021	406.00	63720
101-000-449.000	MOBILE HOME FEES	SAGINAW COUNTY TREASURER	EDGEWOOD 181 LOTS MARCH 2021	362.00	63720
101-000-458.000	BUSINESS LICENSE	ZEN MESSAGE THERAPY	DUPLICATE BUSINESS LICENSE	10.00	63685
101-000-500.000	CONSTRUCTION PERMITS	JAMES VONBERG	REFUND - OVER CHRG - ELECTRICAL	15.00	63755
101-000-640.766	PROGRAM FEES CLINICS	ANDREW RAMOS	REFUND - 2021 BASKETBALL CLINIC	50.00	63619
101-000-640.768	PROGRAM FEES ARCHERY	MELISSA MCQUEEN	REFUND - APRIL 2021 ARCHERY	120.00	63703
		Total For Dept 000		320,775.16	

Total For Dept 000

320,775.16

Dept 101 BOARD-LEGISLATIVE

101-101-802.000	LEGAL SERVICES	OTTO BRANDT	LEGAL SERVICES	910.00	63613
101-101-802.000	LEGAL SERVICES	MASUD PATTERSON & SCHUTT	LABOR COUNSEL	76.00	63642
101-101-802.000	LEGAL SERVICES	OTTO BRANDT	LEGAL SERVICES	960.00	63651
101-101-900.000	LEGAL NOTICES	MLIVE MEDIA GROUP	AFFIDAVIT/PUBLIC NOTICE/BUDGET MTG/BO	827.93	63707
101-101-956.000	MISCELLANEOUS	YEO & YEO PC	PROFESSIONAL SVCS	911.55	63737
101-101-956.000	MISCELLANEOUS	YEO & YEO PC	PROFESSIONAL SVCS - MARCH 2021 - S WI	911.55	63791
		Total For Dept 101 BOARD-LEGISLATIVE		4,597.03	

4,597.03

Dept 172 MANAGER-ADMINISTRATIVE

101-172-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIELD O	HEALTH/VISION	1,704.96	63623
101-172-716.100	VISION/SHORT TERM DISAB/LIFE	BLUE CROSS BLUE SHIELD O	HEALTH/VISION	21.45	63623
101-172-740.000	OPERATING SUPPLIES	QUILL CORPORATION	OFFICE SUPPLIES	14.43	63713
101-172-740.000	OPERATING SUPPLIES	QUILL CORPORATION	OFFICE SUPPLIES	15.11	63759
101-172-850.100	WIRELESS COMMUNICATIONS	STATE BANK	AMZN/PITNEY BOWES/SPECTRUM/ZOOM	28.39	63668
101-172-850.100	WIRELESS COMMUNICATIONS	STATE BANK	ZOOM/LITTLE CAESARS/SPLASHTOP/PITNEY	28.39	63768
101-172-960.300	EDUCATION & TRAINING	STATE BANK	AMZN/PITNEY BOWES/SPECTRUM/ZOOM	21.33	63668
101-172-960.300	EDUCATION & TRAINING	STATE BANK	ZOOM/LITTLE CAESARS/SPLASHTOP/PITNEY	56.33	63768
		Total For Dept 172 MANAGER-ADMINISTRATIVE		1,890.39	

1,890.39

Dept 191 ELECTIONS

101-191-740.000	OPERATING SUPPLIES	REIMOLD PRINTING CORPORA	ABSENTEE BALLOT - MAY ELECTION	135.16	63656
101-191-740.000	OPERATING SUPPLIES	QUILL CORPORATION	OFFICE SUPPLIES	21.40	63713
101-191-740.000	OPERATING SUPPLIES	STATE BANK	ZOOM/LITTLE CAESARS/SPLASHTOP/PITNEY	344.00	63768
101-191-817.000	PROFESSIONAL SERVICES	SAGINAW COUNTY CLERK	2020 ELECTION EXPENSES	3,877.12	63718

JOURNALIZED

PAID - CHECK TYPE: PAPER CHECK

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund 101 GENERAL OPERATING FUND

Dept 191 ELECTIONS

Total For Dept 191 ELECTIONS					4,377.68
Dept 215 CLERK					
101-215-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIELD O	HEALTH/VISION	479.03	63623
101-215-716.100	VISION/SHORT TERM DISAB/LIFE	BLUE CROSS BLUE SHIELD O	HEALTH INSURANCE	6.72	63622
101-215-804.000	MEMBERSHIP & DUES	STATE BANK	ZOOM/LITTLE CAESARS/SPLASHTOP/PITNEY	175.00	63768
101-215-900.300	CODIFICATION OF ORDINANCE	MUNICIPAL CODE CORPORATI	SUPPLEMENT PAGES	1,306.07	63648
101-215-960.000	EDUCATION & TRAINING	STATE BANK	AMZN/PITNEY BOWES/SPECTRUM/ZOOM	25.00	63668

Total For Dept 215 CLERK					1,991.82
Dept 253 TREASURER-FINANCE					
101-253-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIELD O	HEALTH/VISION	1,423.97	63623
101-253-716.100	VISION/SHORT TERM DISAB/LIFE	BLUE CROSS BLUE SHIELD O	HEALTH INSURANCE	13.76	63622
101-253-716.100	VISION/SHORT TERM DISAB/LIFE	BLUE CROSS BLUE SHIELD O	HEALTH/VISION	21.16	63623
101-253-740.000	OPERATING SUPPLIES	QUILL CORPORATION	OFFICE SUPPLIES	21.49	63654
101-253-740.000	OPERATING SUPPLIES	QUILL CORPORATION	OFFICE SUPPLIES	18.49	63654
101-253-740.000	OPERATING SUPPLIES	STATE BANK	AMZN/PITNEY BOWES/SPECTRUM/ZOOM	61.98	63668
101-253-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	29.06	63724
101-253-740.000	OPERATING SUPPLIES	ISOLVED BENEFIT SERVICES	BLANKET NOTICE CORE SERVICE	102.50	63754
101-253-740.000	OPERATING SUPPLIES	STATE BANK	ZOOM/LITTLE CAESARS/SPLASHTOP/PITNEY	91.03	63768
101-253-745.000	OPERATING SUPPLIES OFFICE EQUIP	STATE BANK	ZOOM/LITTLE CAESARS/SPLASHTOP/PITNEY	1,197.78	63768
101-253-960.000	EDUCATION & TRAINING	STATE BANK	ZOOM/LITTLE CAESARS/SPLASHTOP/PITNEY	295.00	63768

Total For Dept 253 TREASURER-FINANCE DEPARTMENT

Total For Dept 253 TREASURER-FINANCE DEPARTMENT					3,276.22
Dept 257 ASSESSING					
101-257-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIELD O	HEALTH/VISION	479.17	63623
101-257-716.100	VISION/SHORT TERM DISAB/LIFE	BLUE CROSS BLUE SHIELD O	HEALTH INSURANCE	1.92	63622
101-257-716.100	VISION/SHORT TERM DISAB/LIFE	BLUE CROSS BLUE SHIELD O	HEALTH/VISION	8.86	63623
101-257-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	44.55	63724
101-257-740.000	OPERATING SUPPLIES	STATE BANK	ZOOM/LITTLE CAESARS/SPLASHTOP/PITNEY	60.00	63768
101-257-804.000	MEMBERSHIP & DUES	STATE BANK	AMZN/PITNEY BOWES/SPECTRUM/ZOOM	92.25	63668
101-257-817.000	PROFESSIONAL SERVICES	MAIL ROOM SERVICE CENTER	ASSESSING NOTICES	138.54	63702
101-257-817.000	PROFESSIONAL SERVICES	SAGINAW COUNTY TREASURER	ASSESSMENT CHANGE NOTICES	2,553.15	63719
101-257-900.000	LEGAL NOTICES	MLIVE MEDIA GROUP	AFFIDAVIT/PUBLIC NOTICE/BUDGET MTG/BO	735.17	63707
101-257-960.000	EDUCATION & TRAINING	STATE BANK	ZOOM/LITTLE CAESARS/SPLASHTOP/PITNEY	1,010.00	63768

Total For Dept 257 ASSESSING

Total For Dept 257 ASSESSING					5,123.61
Dept 265 BUILDING & GROUNDS					
101-265-740.000	OPERATING SUPPLIES	MIDLAND PAPER COMPANY	OPERATING SUPPLIES - ADMN BLDG	404.62	63647
101-265-740.000	OPERATING SUPPLIES	PRINT EXPRESS OFFICE PRO	OFFICE SUPPLIES - ADMN BLDG	299.00	63653
101-265-740.000	OPERATING SUPPLIES	QUILL CORPORATION	OFFICE SUPPLIES	11.99	63654
101-265-740.000	OPERATING SUPPLIES	STATE BANK	AMZN/PITNEY BOWES/SPECTRUM/ZOOM	62.99	63668
101-265-740.000	OPERATING SUPPLIES	PRINT EXPRESS OFFICE PRO	PARCELS OHERN	12.00	63711
101-265-740.000	OPERATING SUPPLIES	QUILL CORPORATION	OFFICE SUPPLIES	32.15	63713
101-265-740.000	OPERATING SUPPLIES	QUILL CORPORATION	OFFICE SUPPLIES	183.72	63759
101-265-740.000	OPERATING SUPPLIES	STATE BANK	ZOOM/LITTLE CAESARS/SPLASHTOP/PITNEY	411.28	63768
101-265-810.100	OPERATING SUPPLIES	VECTOR TECH GROUP	BARRACUDA ENERGIZE UPDATES	206.00	63788
101-265-810.100	CONTRACTED SERVICES	SHRED EXPERTS	DOCUMENT SHREDDING	45.00	63664
101-265-850.000		123.NET	TELEPHONE SERVICE	118.50	63614
101-265-850.000	TELEPHONE	STATE BANK	AMZN/PITNEY BOWES/SPECTRUM/ZOOM	142.58	63668
101-265-850.000	TELEPHONE	STATE BANK	ZOOM/LITTLE CAESARS/SPLASHTOP/PITNEY	142.55	63768
101-265-920.000	UTILITIES	THOMAS TWP WATER	UTILITY BILL - 249 N MILLER RD	60.00	63679
101-265-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 229 N MILLER RD	636.62	63695

GL Number	Invoice Line Desc	PAID - CHECK TYPE: PAPER CHECK	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL OPERATING FUND						
Dept 265 BUILDING & GROUNDS						
101-265-920.000	UTILITIES		CONSUMERS ENERGY CO	UTILITY BILL - 249 N MILLER RD	934.97	63695
101-265-920.000	UTILITIES		CONSUMERS ENERGY CO	UTILITY BILL - 239 MILLER CT	31.08	63695
101-265-920.000	UTILITIES		CONSUMERS ENERGY CO	UTILITY BILL - 7863 GRATIOT RD	23.12	63695
101-265-920.000	UTILITIES		CONSUMERS ENERGY CO	UTILITY BILL - 6909 GRATIOT RD	30.46	63695
101-265-920.000	UTILITIES		CONSUMERS ENERGY CO	UTILITY BILL - 101 LUTZKE RD	21.30	63695
101-265-920.000	UTILITIES		CONSUMERS ENERGY CO	UTILITY BILL - 8270 GRATIOT RD	20.34	63695
101-265-930.000	REPAIRS/MAINTENANCE		HOME DEPOT	REPAIRS/MAINTENANCE	177.35	63637
101-265-930.000	REPAIRS/MAINTENANCE		LEDGY ELECTRIC INC.	REPAIR 20 AMP CIRCUIT - ADMN BLDG	252.00	63641
101-265-930.000	REPAIRS/MAINTENANCE		STAIE BANK	AMZN/PITNEY BOWES/SPECTRUM/ZOOM	68.80	63668
101-265-930.000	REPAIRS/MAINTENANCE		SUMMIT COMPANIES	ANNUAL FIRE EXTINGUISHER INSPECTION	196.00	63672
101-265-930.000	REPAIRS/MAINTENANCE		STAIE BANK	ZOOM/LITTLE CAESARS/SPLASHTOP/FITNEY	68.80	63768
101-265-936.000	MAINTENANCE AGREEMENTS		STAIE BANK	AMZN/PITNEY BOWES/SPECTRUM/ZOOM	135.66	63668
101-265-936.000	MAINTENANCE AGREEMENTS		BRADYS BUSINESS SYSTEM	CAN - C5255 - 03/14/21-04/13/21	420.68	63690
101-265-940.100	EQUIPMENT RENTAL		THOMAS TWP WATER	EQUIPMENT RENTAL/DDA	3,136.32	63730
Total For Dept 265 BUILDING & GROUNDS					8,285.88	
Dept 276 CEMETERY						
101-276-940.100	EQUIPMENT RENTAL		R.B. SATKOWIAK'S CITY SEW	2395 N RIVER RD - PORTABLE TOILET RNT	90.00	63655
101-276-940.100	EQUIPMENT RENTAL		THOMAS TWP WATER	EQUIPMENT RENTAL/DDA	96.96	63730
Total For Dept 276 CEMETERY					186.96	
Dept 282 GREAT LAKES TECH PARK MTCE						
101-282-920.000	UTILITIES		CONSUMERS ENERGY CO	UTILITY BILL - 351 N GRAHAM RD	372.78	63695
Total For Dept 282 GREAT LAKES TECH PARK MTCE					372.78	
Dept 371 COMMUNITY DEVELOPMENT						
101-371-716.000	HEALTH INSURANCE		BLUE CROSS BLUE SHIELD O	HEALTH/VISION	1,990.38	63623
101-371-716.100	VISION/SHORT TERM DISAB/LIFE		BLUE CROSS BLUE SHIELD O	HEALTH INSURANCE	13.41	63622
101-371-716.100	VISION/SHORT TERM DISAB/LIFE		BLUE CROSS BLUE SHIELD O	HEALTH/VISION	23.05	63623
101-371-740.000	OPERATING SUPPLIES		STAPLES ADVANTAGE	OFFICE SUPPLIES	7.49	63667
101-371-740.000	OPERATING SUPPLIES		STATE BANK	AMZN/PITNEY BOWES/SPECTRUM/ZOOM	24.14	63668
101-371-740.000	OPERATING SUPPLIES		SAGINAW CO REGISTER OF D	SIDEWALK AGREEMENTS	90.00	63717
101-371-740.000	OPERATING SUPPLIES		STATE BANK	ZOOM/LITTLE CAESARS/SPLASHTOP/PITNEY	274.35	63768
101-371-802.000	LEGAL SERVICES		OTTC BRANDT	LEGAL SERVICES	50.00	63613
101-371-802.000	LEGAL SERVICES		SAGINAW FUTURE INC	2021 ANNUAL MEMBERSHIP	750.00	63651
101-371-804.100	UPDATE MASTER PLAN		SPICER GROUP INC.	THOMAS TOWNSHIP MASTER PLAN UPDATE	2,000.00	63660
101-371-850.100	WIRELESS COMMUNICATIONS		STATE BANK	ZOOM/PITNEY BOWES/SPECTRUM/ZOOM	430.00	63666
101-371-850.100	WIRELESS COMMUNICATIONS		STATE BANK	ZOOM/LITTLE CAESARS/SPLASHTOP/PITNEY	41.10	63668
101-371-900.000	LEGAL NOTICES		MLIVE MEDIA GROUP	AFFIDAVIT/PUBLIC NOTICE/BUDGET MTG/BO	41.11	63768
101-371-938.000	VEHICLE EXPENSE		GARBER CHEVROLET	REPAIR - 2015 CHEV EQUINOX - COMM DEV	1,176.48	63707
101-371-960.000	EDUCATION & TRAINING		STATE BANK	AMZN/PITNEY BOWES/SPECTRUM/ZOOM	477.26	63632
101-371-960.000	EDUCATION & TRAINING		STATE BANK	ZOOM/LITTLE CAESARS/SPLASHTOP/PITNEY	100.00	63668
101-371-960.000	EDUCATION & TRAINING		STATE BANK	ZOOM/LITTLE CAESARS/SPLASHTOP/PITNEY	112.60	63768
Total For Dept 371 COMMUNITY DEVELOPMENT					7,601.37	
Dept 421 CONSTRUCTION CODES						
101-421-716.000	HEALTH INSURANCE		BLUE CROSS BLUE SHIELD O	HEALTH/VISION	1,241.72	63623
101-421-716.100	VISION/SHORT TERM DISAB/LIFE		BLUE CROSS BLUE SHIELD O	HEALTH INSURANCE	3.83	63622
101-421-716.100	VISION/SHORT TERM DISAB/LIFE		BLUE CROSS BLUE SHIELD O	HEALTH/VISION	11.96	63623
101-421-740.000	OPERATING SUPPLIES		STAPLES ADVANTAGE	OFFICE SUPPLIES	64.08	63724
101-421-740.000	OPERATING SUPPLIES		STAPLES ADVANTAGE	OFFICE SUPPLIES	9.79	63767
101-421-817.000	PROFESSIONAL SERVICES		SPICER GROUP INC.	THOMAS TOWNSHIP 989 CAFE' PLAN REVIEW	1,155.75	63723
101-421-817.000	PROFESSIONAL SERVICES		SPICER GROUP INC.	THOMAS TOWNSHIP - HOMECRAFT CO ADDITI	834.00	63766

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Fund 101 GENERAL OPERATING FUND					
Dept 421 CONSTRUCTION CODES					
101-421-850.100	WIRELESS COMMUNICATIONS	STATE BANK	AMZN/PITNEY BOWES/SPECTRUM/ZOOM	17.72	63668
101-421-850.100	WIRELESS COMMUNICATIONS	STATE BANK	ZOOM/LITTLE CAESARS/SPLASHTOP/PITNEY	17.72	63768
101-421-938.100	GAS & DIESEL FUEL	WEX INC	GAS/DIESEL FUEL	44.50	63683
101-421-960.000	EDUCATION & TRAINING	CODE OFFICIALS CONF OF M	2021 SPRING CONFERENCE - SIKA	185.00	63626
		Total For Dept 421 CONSTRUCTION CODES		3,586.07	
Dept 442 SIDEWALKS					
101-442-974.000	CAPITAL IMPROVEMENTS	STATE BANK	AMZN/PITNEY BOWES/SPECTRUM/ZOOM	44.02	63668
		Total For Dept 442 SIDEWALKS		44.02	
Dept 448 STREET LIGHTING					
101-448-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - STREET LIGHTS	4,227.78	63627
101-448-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 48609 LED LIGHT RD	1,211.95	63627
		Total For Dept 448 STREET LIGHTING		5,439.73	
Dept 752 ADMINISTRATION					
101-752-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIELD O	HEALTH/VISION	1,574.92	63623
101-752-716.100	VISION/SHORT TERM DISAB/LIFE	BLUE CROSS BLUE SHIELD O	HEALTH/VISION	15.09	63623
101-752-740.000	OPERATING SUPPLIES	BRADYS BUSINESS SYSTEM	KYOCERA - 3011i - 02/27/21-03/26/21	37.93	63624
101-752-740.000	OPERATING SUPPLIES	PRINT EXPRESS OFFICE PRO	NAMEPLATE - HOFFMAN	25.65	63711
101-752-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	47.98	63724
101-752-740.000	OPERATING SUPPLIES	BRADYS BUSINESS SYSTEM	KYOCERA - 3011i - 03/27/21-04/26/21	37.93	63742
101-752-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	19.75	63767
101-752-740.000	OPERATING SUPPLIES	VECTOR TECH GROUP	BARRACUDA ENERGIZE UPDATES	206.00	63788
101-752-804.000	MEMBERSHIP & DUES	STATE BANK	AMZN/PITNEY BOWES/SPECTRUM/ZOOM	(90.00)	63688
101-752-817.000	PROFESSIONAL SERVICES	OTTO BRANDT	LEGAL SERVICES	100.00	63651
101-752-817.000	PROFESSIONAL SERVICES	SAGINAW BASIN LAND CONSE	NATURE CENTER PRESERVE LOGO GRAPHIC	200.00	63716
101-752-900.000	LEGAL NOTICES	MLIVE MEDIA GROUP	AFFIDAVIT/PUBLIC NOTICE/BUDGET MTG/BO	79.63	63707
101-752-901.000	PRINTING & PUBLISHING	PRINT EXPRESS OFFICE PRO	WINTER WONDERLAND BROCHURE	194.00	63711
101-752-960.000	EDUCATION & TRAINING	STATE BANK	AMZN/PITNEY BOWES/SPECTRUM/ZOOM	111.70	63668
		Total For Dept 752 ADMINISTRATION		2,560.58	
Dept 756 FACILITY ACQUISITION/CONSTRUC					
101-756-974.550	CAPITAL IMPROVEMENTS ROBERTS	AKT PEERLESS	PHASE I - DUTCH RD PURCHASE	1,900.00	63618
101-756-974.575	CAPITAL IMP. NATURE PRESERVE	SPICER GROUP INC.	THOMAS TWP - NATURE CENTER DEVELOPMEN	511.00	63666
101-756-974.575	CAPITAL IMP. NATURE PRESERVE	SPICER GROUP INC.	HERITAGE BLDG STRUCTURAL INSPECTION	1,087.50	63666
101-756-974.575	CAPITAL IMP. NATURE PRESERVE	SPICER GROUP INC.	THOMAS TWP - NATURE CENTER DEVELOPMEN	2,732.50	63666
101-756-974.575	CAPITAL IMP. NATURE PRESERVE	SPICER GROUP INC.	HERITAGE BLDG STRUCTURAL INSPECTION	272.00	63666
101-756-974.575	CAPITAL IMP. NATURE PRESERVE	LEDDY ELECTRIC INC.	ELECTRICAL SERVICE - 6660 GRATIOT RD	1,839.22	63701
101-756-974.575	CAPITAL IMP. NATURE PRESERVE	SPICER GROUP INC.	HERITAGE BLDG STRUCTURAL INSPECTION	1,805.00	63766
101-756-974.575	CAPITAL IMP. NATURE PRESERVE	SPICER GROUP INC.	THOMAS TWP - NATURE CENTER DEVELOPMEN	8,219.75	63766
101-756-974.575	CAPITAL IMP. NATURE PRESERVE	THOMAS TWP GENERAL FUND	PRELIMINARY MECHANICAL PLAN RVW - NAT	120.00	63777
101-756-974.575	CAPITAL IMP. NATURE PRESERVE	THOMAS TWP GENERAL FUND	MECHANICAL PERMIT APP - THOMAS TWP NA	235.00	63777
		Total For Dept 756 FACILITY ACQUISITION/CONSTRUC		18,721.97	
Dept 761 SWIM PROGRAMS					
101-761-740.000	OPERATING SUPPLIES - MEGAN	HEATHER GREENE	REIMBURSEMENT - LIFE GUARD CERTIFICATI	400.00	63751
101-761-740.000	OPERATING SUPPLIES	STATE BANK	ZOOM/LITTLE CAESARS/SPLASHTOP/PITNEY	170.00	63768
		Total For Dept 761 SWIM PROGRAMS		570.00	
Dept 763 SOCCER					
101-763-740.000	OPERATING SUPPLIES	SHERWIN-WILLIAMS	PAINT - PARKS/DPW	123.70	63763
		Total For Dept 763 SOCCER		123.70	

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL OPERATING FUND					
Dept 766 YOUTH CLINICS/FLOOR HOCKEY					
101-766-740.300	OPERATING SUPPLIES T-SHIRTS	SAGINAW KNITTING MILLS	BASKETBALL CLINIC 2021 SHIRTS	100.50	63662
101-766-740.300	OPERATING SUPPLIES T-SHIRTS	SAGINAW KNITTING MILLS	BASKETBALL CLINIC SHIRTS	15.15	63721
Total For Dept 766 YOUTH CLINICS/FLOOR HOCKEY				115.65	
Dept 768 ARCHERY					
101-768-740.000	OPERATING SUPPLIES	STATE BANK	AMZN/PITNEY BOWES/SPECTRUM/ZOOM	43.62	63668
101-768-740.000	OPERATING SUPPLIES	STATE BANK	ZOOM/LITTLE CAESARS/SPLASHTOP/FITNEY	147.94	63768
101-768-740.300	OPERATING SUPPLIES T-SHIRTS	SAGINAW KNITTING MILLS	ARCHERY SHIRTS	266.00	63721
Total For Dept 768 ARCHERY				457.56	
Dept 770 OPERATIONS & MAINTENANCE					
101-770-850.000	TELEPHONE	STATE BANK	AMZN/PITNEY BOWES/SPECTRUM/ZOOM	128.80	63668
101-770-850.000	TELEPHONE	STATE BANK	ZOOM/LITTLE CAESARS/SPLASHTOP/FITNEY	128.32	63768
101-770-850.100	WIRELESS COMMUNICATIONS	STATE BANK	AMZN/PITNEY BOWES/SPECTRUM/ZOOM	87.55	63668
101-770-850.100	WIRELESS COMMUNICATIONS	STATE BANK	ZOOM/LITTLE CAESARS/SPLASHTOP/FITNEY	87.55	63768
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 6660 GRATIOT RD	69.50	63627
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 605 S MILLER RD	77.36	63627
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 300 LEDDY RD 14 L-GHT	260.41	63627
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 755 BACON ST 14 L-GHT	94.29	63627
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 300 LEDDY RD	37.48	63679
101-770-920.000	UTILITIES	THOMAS TWP WATER	UTILITY BILL - 300 LEDDY RD	17.98	63679
101-770-920.000	UTILITIES	THOMAS TWP WATER	UTILITY BILL - 9535 GRATIOT RD	437.73	63695
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 455 S MILLER RD	61.36	63695
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 755 BACON ST	77.09	63695
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 9535 GRATIOT RD	8.91	63695
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 700 S RIVER RD	192.58	63695
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 300 LEDDY RD	77.35	63695
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 400 LEDDY RD - FOOL	36.61	63695
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 400 LEDDY RD	76.46	63745
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 6660 GRATIOT RD	34.19	63784
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 8215 SHIELDS - #BATH D	158.99	63668
101-770-920.000	UTILITIES	THOMAS TWP WATER	AMZN/PITNEY BOWES/SPECTRUM/ZOOM	238.84	63671
101-770-930.000	REPAIRS/MAINTENANCE	STATE BANK	FILL SAND - NATURE CENTER	454.75	63672
101-770-930.000	REPAIRS/MAINTENANCE	STONE QUEST INC	ANNUAL FIRE EXTINGUISHER INSPECTION	500.00	63708
101-770-930.000	REPAIRS/MAINTENANCE	SUMMIT COMPANIES	CUT TREE - TRAIL	473.34	63753
101-770-930.000	REPAIRS/MAINTENANCE	MONKS TREE SERVICE	REPAIRS/MAINTENANCE	353.76	63768
101-770-930.000	REPAIRS/MAINTENANCE	HOME DEPOT	ZOOM/LITTLE CAESARS/SPLASHTOP/FITNEY	234.93	63787
101-770-930.000	REPAIRS/MAINTENANCE	STATE BANK	REPAIRS/MAINTENANCE	20.00	63731
101-770-930.000	REPAIRS/MAINTENANCE	TSC STORES	REPAIR TIRE - PARKS	130.94	63757
101-770-938.000	VEHICLE EXPENSE	TOTTEN TIRE NORTHWEST IN	VEHICLE MAINTENANCE	43.20	63785
101-770-938.000	VEHICLE EXPENSE	NAPA AUTO PARTS	VEHICLE MAINTENANCE - 2002 CHEVY - P	155.46	63683
101-770-938.000	VEHICLE EXPENSE	TOTTEN TIRE NORTHWEST IN	GAS/DIESEL FUEL	1,327.68	63730
101-770-938.100	GAS & DIESEL FUEL	WEX INC	EQUIPMENT RENTAL/DDA		
101-770-940.100	EQUIPMENT RENTAL	THOMAS TWP WATER			
Total For Dept 770 OPERATIONS & MAINTENANCE				6,083.41	
Dept 776 TRAIN					
101-776-930.000	REPAIRS/MAINTENANCE	STATE OF MICHIGAN	TRAIN INSPECTION - RENEWAL	60.00	63670
101-776-930.000	REPAIRS/MAINTENANCE	CONSUMERS AUTO PARTS	DEGREASE/MISC TRAIN PARTS	308.88	63694
101-776-930.000	REPAIRS/MAINTENANCE	NAPA AUTO PARTS	VEHICLE MAINTENANCE	2.49	63709
101-776-930.000	REPAIRS/MAINTENANCE	STATE OF MICHIGAN	TRAIN INSPECTION/INSPECTORS - RENEWAL	65.00	63725
101-776-930.000	REPAIRS/MAINTENANCE	ALLAN HERSHEY COMPANY,	TRAIN - GEARS	799.88	63738
101-776-930.000	REPAIRS/MAINTENANCE	CONSUMERS AUTO PARTS	BEAD BRAKES/MISC TRAIN	142.17	63744
101-776-930.000	REPAIRS/MAINTENANCE	HOME DEPOT	REPAIRS/MAINTENANCE	139.14	63753
101-776-930.000	REPAIRS/MAINTENANCE	LARRYS AUTOC SUPPLY	OIL SEALS - TRAIN	69.20	63756

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Fund 101 GENERAL OPERATING FUND					
Dept 776 TRAIN					
101-776-930.000	REPAIRS/MAINTENANCE	NAPA AUTO PARTS	VEHICLE MAINTENANCE	31.26	63757
101-776-930.000	REPAIRS/MAINTENANCE	STATE BANK	ZOOM/LITTLE CAESARS/SPLASHTOP/PITNEY	77.70	63768
101-776-970.000	CAPITAL OUTLAY	HOME DEPOT	REPAIRS/MAINTENANCE	381.49	63637
		Total For Dept 776 TRAIN		2,077.21	
Dept 995 TRANSFER-OUT					
101-995-999.205	PUBLIC SAFETY - FIRE	THOMAS TWP PUBLIC SAFETY	3RD & 4TH QUARTER TRANSFER - FIRE	87,523.00	63728
101-995-999.207	PUBLIC SAFETY - POLICE	THOMAS TWP PUBLIC SAFETY	3RD & 4TH QUARTER TRANSFER - POLICE	130,526.50	63729
		Total For Dept 995 TRANSFER-OUT		218,049.50	
		Total For Fund 101 GENERAL OPERATING FUND		616,308.30	
Fund 205 PUBLIC SAFETY-FIRE DEPARTMENT					
Dept 000					
205-000-231.750	DUE TO WORKMANS COMPENSATION	MI MUNICIPAL WORKERS COM	WORKERS COMP PREMIUM - #4	897.22	63644
205-000-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIELD O	HEALTH/VISION	1,701.30	63623
205-000-716.100	VISION/SHORT TERM DISAB/LIFE	BLUE CROSS BLUE SHIELD O	HEALTH/VISION	25.19	63623
205-000-740.000	OPERATING SUPPLIES	BIOMEDICAL SOLUTIONS, IN	DURACELL BATTERIES - FIRE	145.10	63621
205-000-740.000	OPERATING SUPPLIES	GRAINGER	OPERATING SUPPLIES - FIRE	111.80	63634
205-000-740.000	OPERATING SUPPLIES	HOTSY OF MID MICHIGAN	VITAL OXIDE - FIRE	247.50	63639
205-000-740.000	OPERATING SUPPLIES	MCKESSON/MOORE MEDICAL L	OPERATING SUPPLIES - FIRE	16.04	63643
205-000-740.000	OPERATING SUPPLIES	MCKESSON/MOORE MEDICAL L	OPERATING SUPPLIES - FIRE	46.71	63643
205-000-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	28.23	63724
205-000-740.000	OPERATING SUPPLIES	STATE BANK	ZOOM/LITTLE CAESARS/SPLASHTOP/PITNEY	48.00	63768
205-000-742.000	UNIFORMS	VECTOR TECH GROUP	BARRACUDA ENERGIZE UPDATES	206.00	63788
205-000-742.000	UNIFORMS	FRONT LINE SERVICES INC	CUSTOM BADGE - FIRE FIGHTER SUNBURST	895.75	63631
205-000-742.000	UNIFORMS	PHOENIX SAFETY OUTFITTER	SKI CAPS - FIRE	26.00	63652
205-000-742.000	UNIFORMS	PHOENIX SAFETY OUTFITTER	UNIFORMS - FIRE	88.80	63652
205-000-742.000	UNIFORMS	PHOENIX SAFETY OUTFITTER	UNIFORMS - FIRE	34.00	63710
205-000-742.000	UNIFORMS	PHOENIX SAFETY OUTFITTER	KNIT CAP - FIRE	60.00	63710
205-000-742.000	UNIFORMS	WORKWEAR STORE (THE)	UNIFORMS - FIRE	71.98	63736
205-000-800.000	ADMINISTRATION FEE	THOMAS TWP GENERAL FUND	ADMINISTRATION FEE	7,402.00	63675
205-000-802.000	LEGAL SERVICES	OTTO BRANDT	LEGAL SERVICES	130.00	63613
205-000-810.100	CONTRACTED SERVICES	SHRED EXPERTS	DOCUMENT SHREDDING	22.50	63664
205-000-810.100	CONTRACTED SERVICES	STATE BANK	AMZN/PITNEY BOWES/SPECTRUM/ZOOM	464.69	63668
205-000-810.100	CONTRACTED SERVICES	COMMUNICATION CONSULTANT	GRANDSTREAM IP ADDRESS	178.75	63743
205-000-810.100	CONTRACTED SERVICES	STATE BANK	ZOOM/LITTLE CAESARS/SPLASHTOP/PITNEY	364.13	63768
205-000-817.000	PROFESSIONAL SERVICES	GRAEBNER EXCAVATING, LTD	ASSIST TT FIRE FIGHTERS - THOMAS RD	1,085.00	63633
205-000-836.100	IMMUNIZATIONS	COVENANT OCCUPATIONAL	EMPLOYEE IMMUNIZATIONS	690.00	63629
205-000-850.000	TELEPHONE	123.NET	TELEPHONE SERVICE	118.50	63614
205-000-850.000	TELEPHONE	STATE BANK	AMZN/PITNEY BOWES/SPECTRUM/ZOOM	56.96	63668
205-000-850.000	TELEPHONE	STATE BANK	ZOOM/LITTLE CAESARS/SPLASHTOP/PITNEY	55.25	63768
205-000-850.100	WIRELESS COMMUNICATIONS	STATE BANK	AMZN/PITNEY BOWES/SPECTRUM/ZOOM	152.80	63668
205-000-850.100	WIRELESS COMMUNICATIONS	CHROUCH COMMUNICATIONS,	PAGER - FIRE	1,176.95	63662
205-000-900.000	LEGAL NOTICES	STATE BANK	ZOOM/LITTLE CAESARS/SPLASHTOP/PITNEY	152.80	63768
205-000-920.000	UTILITIES	MLIVE MEDIA GROUP	AFFIDAVIT/PUBLIC NOTICE/BUDGET MTG/BO	256.00	63707
205-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 48609 SIREN RD	23.88	63627
205-000-920.000	UTILITIES	THOMAS TWP WATER	UTILITY BILL - 355 N MILLER RD	232.36	63679
205-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 355 N MILLER RD	767.58	63695
205-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 8215 SHIELDS DR	383.77	63695
205-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 9970 DICE RD	604.96	63695
205-000-930.000	REPAIRS/MAINTENANCE	HONOR SECURITY INC	REMOVED ALERT BUZZER - PS BLDG	45.00	63638
205-000-930.000	REPAIRS/MAINTENANCE	MIDLAND PAPER COMPANY	OPERATING SUPPLIES - FIRE & POLICE	175.31	63647

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Fund 205 PUBLIC SAFETY-FIRE DEPARTMENT					
Dept 000	REPAIRS/MAINTENANCE	STATE BANK	AMZN/PITNEY BOWES/SPECTRUM/ZOOM	13.76	63668
205-000-930.000	REPAIRS/MAINTENANCE	STATE BANK	ZOOM/LITTLE CAESARS/SPLASHTOP/PITNEY	13.76	63768
205-000-930.000	REPAIRS & MAINTENANCE FS#1	A.T. FRANK CO., INC	VCT REMOVAL - FIRE STATION #1	200.00	63615
205-000-930.100	REPAIRS & MAINTENANCE FS#1	GW HEATING & AIR INC.	DAMPER/CONTROLLER - FIRE STTN #1	987.00	63619
205-000-930.100	REPAIRS & MAINTENANCE FS#1	GW HEATING & AIR INC.	REPAIRS/MAINTENANCE - FIRE STTN #1	410.00	63699
205-000-930.100	REPAIRS & MAINTENANCE FS#1	HOME DEPOT	REPAIRS/MAINTENANCE	973.14	63753
205-000-930.100	REPAIRS & MAINTENANCE FS#1	STATE BANK	ZOOM/LITTLE CAESARS/SPLASHTOP/PITNEY	29.47	63768
205-000-936.000	MAINTENANCE AGREEMENTS	OTIS ELEVATOR COMPANY	MAINTENANCE SVC - 03/01/21-05/31/21	76.32	63650
205-000-938.000	VEHICLE EXPENSE	TREIB INC	CAR WASH TICKETS 176662-176686 - FIRE	150.00	63680
205-000-938.000	VEHICLE EXPENSE	SHIELDS QUICK LUBE LLC	VEHICLE MAINTENANCE	41.95	63764
205-000-938.100	GAS & DIESEL FUEL	WEX INC	GAS/DIESEL FUEL	410.22	63683
205-000-940.100	EQUIPMENT RENTAL	THOMAS TWP WATER	EQUIPMENT RENTAL/DDA	480.51	63730
205-000-940.100	EDUCATION & TRAINING	STATE BANK	AMZN/PITNEY BOWES/SPECTRUM/ZOOM	470.98	63668
205-000-960.000	EDUCATION & TRAINING	STATE BANK	ZOOM/LITTLE CAESARS/SPLASHTOP/PITNEY	162.98	63768
205-000-970.000	CAPITAL OUTLAY	AED MARKET	ZOLL AED PLUS RECERTIFIED - 3 YRS - E	5,070.00	63617
Total For Dept 000				28,678.90	
Total For Fund 205 PUBLIC SAFETY-FIRE DEPARTMENT				28,678.90	
Fund 206 FIRE APPARATUS					
Dept 000	CAPITAL OUTLAY	ACCURATE SAFETY DISTRIBU	BACARACH MODEL - FIRE APPARTUS	275.00	63616
206-000-970.000	CAPITAL OUTLAY	PHOENIX SAFETY OUTFITTER	FIRE EQUIPMENT - UNIFORMS	342.86	63652
206-000-970.000	CAPITAL OUTLAY	APOLLO FIRE EQUIPMENT	GLOBE BOOTS	401.00	63739
Total For Dept 000				1,018.86	
Total For Fund 206 FIRE APPARATUS				1,018.86	
Fund 207 PUBLIC SAFETY-POLICE					
Dept 000	DUE TO WORKMANS COMPENSATION	NI MUNICIPAL WORKERS COM	WORKERS COMP PREMIUM - #4	935.15	63644
207-000-231.750	HEALTH INSURANCE	BLUE CROSS BLUE SHIELD O	HEALTH/VISION	7,244.05	63623
207-000-716.000	VISION/SHORT TERM DISAB/LIFE	BLUE CROSS BLUE SHIELD O	HEALTH INSURANCE	23.08	63622
207-000-716.100	OPERATING SUPPLIES	BLUE CROSS BLUE SHIELD O	HEALTH/VISION	114.35	63623
207-000-740.000	OPERATING SUPPLIES	NIDLAND PAPER COMPANY	OPERATING SUPPLIES - FIRE & POLICE	175.31	63647
207-000-740.000	OPERATING SUPPLIES	PRINT EXPRESS OFFICE PRO	OFFICE SUPPLIES - POLICE	132.00	63711
207-000-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	28.23	63724
207-000-740.000	OPERATING SUPPLIES	COMMUNICATION CONSULTANT	GRANDSTREAM IP ADDRESS	178.75	63743
207-000-740.000	OPERATING SUPPLIES	STATE BANK	ZOOM/LITTLE CAESARS/SPLASHTOP/PITNEY	20.00	63768
207-000-740.000	OPERATING SUPPLIES	VECTOR TECH GROUP	BARRACUDA ENERGIZE UPDATES	206.00	63788
207-000-742.000	UNIFORMS	NYE UNIFORM COMPANY	UNIFORMS - POLICE EXPLORERS	261.00	63649
207-000-742.000	UNIFORMS	NYE UNIFORM COMPANY	CUSTOM COLLAR BRASS	36.00	63649
207-000-742.000	UNIFORMS	NYE UNIFORM COMPANY	UNIFORMS - POLICE	533.00	63758
207-000-800.000	ADMINISTRATION FEE	THOMAS TWP GENERAL FUND	ADMINISTRATION FEE	7,402.00	63675
207-000-802.000	LEGAL SERVICES	OTTO BRANDT	LEGAL SERVICES	1,900.00	63613
207-000-802.000	LEGAL SERVICES	OTTO BRANDT	LEGAL SERVICES	940.00	63651
207-000-804.000	MEMBERSHIP & DUES	MICHIGAN CROSSROADS COUN	YOUTE MEMBERSHIP	63.00	63704
207-000-810.100	CONTRACTED SERVICES	SHRED EXPERTS	DOCUMENT SHREDDING	22.50	63664
207-000-810.100	CONTRACTED SERVICES	SAGINAW COUNTY TREASURER	ARRANGMENTS FEBRUARY 2021	249.90	63719
207-000-850.000	WIRELESS COMMUNICATIONS	123.NET	TELEPHONE SERVICE	118.50	63614
207-000-850.100	WIRELESS COMMUNICATIONS	STATE BANK	AMZN/PITNEY BOWES/SPECTRUM/ZOOM	148.32	63668
207-000-850.100	WIRELESS COMMUNICATIONS	STATE BANK	ZOOM/LITTLE CAESARS/SPLASHTOP/PITNEY	148.32	63768
207-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 8215 SHIELDS DR	383.78	63695

INVOICE GL DISTRIBUTION REPORT FOR THOMAS TOWNSHIP
POST DATES 03/01/2021 - 03/31/2021
JOURNALIZED

PAID - CHECK TYPE: PAPER CHECK

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 207 PUBLIC SAFETY-POLICE					
Dept 000	REPAIRS/MAINTENANCE	HONOR SECURITY INC	REMOVED ALERT BUZZER - PS BLDG	45.00	63638
207-000-930.000	REPAIRS/MAINTENANCE	STATE BANK	AMZN/PITNEY BOWES/SPECTRUM/ZOOM	13.76	63668
207-000-930.000	REPAIRS/MAINTENANCE	STATE BANK	ZOOM/LITTLE CAESARS/SPLASHTOP/PITNEY	13.76	63768
207-000-936.000	MAINTENANCE AGREEMENTS	OTIS ELEVATOR COMPANY	MAINTENANCE SVC - 03/01/21-05/31/21	76.32	63650
207-000-938.000	VEHICLE EXPENSE	GARBER CHEVROLET	OIL CHNG - 2017 FORD EXPLORER - POLIC	53.07	63632
207-000-938.000	VEHICLE EXPENSE	GARBER CHEVROLET	REPAIR 2017 FORD EXPLORER - POLICE	85.95	63632
207-000-938.000	VEHICLE EXPENSE	TREIB INC	VEHICLE WASHES	84.50	63680
207-000-938.000	VEHICLE EXPENSE	QUICK LANE TIRE & AUTO C	OIL CHANGE - 2019 FORD EXPLORER - POL	70.63	63712
207-000-938.000	VEHICLE EXPENSE	GARBER CHEVROLET	REPAIR - 2019 FORD EXPLORER - POLICE	41.45	63750
207-000-938.000	VEHICLE EXPENSE	TREIB INC	VEHICLE WASHES	113.00	63786
207-000-938.100	GAS & DIESEL FUEL	WEX INC	GAS/DIESEL FUEL	1,379.39	63683
207-000-940.100	EQUIPMENT RENTAL	THOMAS TWP WATER	EQUIPMENT RENTAL/DDA	383.03	63730
207-000-940.200	COLD STORAGE LEASE	THOMAS TWP WATER	COLD STORAGE LEASE	1,800.00	63679
Total For Dept 000				25,423.10	
Total For Fund 207 PUBLIC SAFETY-POLICE				25,423.10	
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 239 MILLER CT	31.08	63695
248-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 7863 GRATIOT RD	23.12	63695
248-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 6909 GRATIOT RD	30.47	63695
248-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 101 LUTZKE RD	21.30	63695
248-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 8270 GRATIOT RD	20.33	63695
248-000-930.000	REPAIRS/MAINTENANCE	LEDDY ELECTRIC INC.	GRATOT STREETLIGHT CONVERSION PROJEC	4,173.66	63641
248-000-930.000	REPAIRS/MAINTENANCE	LEDDY ELECTRIC INC.	GRATOT STREETLIGHT CONVERSION PROJEC	1,166.70	63641
248-000-930.000	REPAIRS/MAINTENANCE	LEDDY ELECTRIC INC.	GRATOT STREETLIGHT CONVERSION PROJEC	1,645.86	63641
248-000-930.000	REPAIRS/MAINTENANCE	LEDDY ELECTRIC INC.	GRATOT STREETLIGHT CONVERSION PROJEC	1,603.74	63641
248-000-930.000	REPAIRS/MAINTENANCE	LEDDY ELECTRIC INC.	STREETLIGHT REPAIR - AVENUE HAIR SALO	1,310.00	63641
248-000-930.000	REPAIRS/MAINTENANCE	THOMAS TWP WATER	EQUIPMENT RENTAL/DDA	47.71	63730
Total For Dept 000				10,073.97	
Total For Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY				10,073.97	
Fund 271 LIBRARY FUND					
Dept 000	HEALTH INSURANCE	BLUE CROSS BLUE SHIELD O	HEALTH/VISION	830.27	63623
271-000-716.000	DISABILITY	UNUM %MEBS	DISABILITY - LIBRARY	664.94	63734
271-000-727.000	OFFICE SUPPLIES	PRINT EXPRESS OFFICE PRO	OFFICE SUPPLIES - LIBRARY	457.12	63711
271-000-727.000	OFFICE SUPPLIES	TT LIBRARY PETTY CASH	OFFICE SUPPLIES/REPAIRS/MAINTENANCE/M	23.70	63733
271-000-728.000	CHILDRENS BOOKS - 2035767926	BAKER & TAYLOR	CHILDREN/ADULT BOOKS	452.86	63688
271-000-728.100	ADULT BOOKS - 2035757722	BAKER & TAYLOR	CHILDREN/ADULT BOOKS	956.53	63688
271-000-728.100	ADULT BOOKS - 73913397	GALE/CENGAGE LEARNING	BOOKS	232.42	63698
271-000-728.100	ADULT BOOKS	HW WILSON CO.	REFERENCE SHELF 2021 SUBSCRIPTN	345.00	63700
271-000-728.100	ADULT BOOKS - 73979497	GALE/CENGAGE LEARNING	BOOKS	120.76	63749
271-000-728.200	AUDIO/VISUAL BOOKS	BLACKSTONE PUBLISHING	AUDIO/VISUAL BOOKS	15.90	63689
271-000-728.200	AUDIO/VISUAL BOOKS	BLACKSTONE PUBLISHING	AUDIO/VISUAL BOOKS	102.19	63689
271-000-728.200	AUDIO/VISUAL BOOKS	BLACKSTONE PUBLISHING	AUDIO/VISUAL BOOKS	277.39	63741
271-000-800.000	ADMINISTRATION FEE	THOMAS TWP GENERAL FUND	ADMINISTRATION FEE	10,677.00	63675
271-000-804.000	MEMBERSHIP & DUES	MICHIGAN MUNICIPAL LEAGU	POOL RENWL PREMIUM/MML ASSOC. MEMBER	200.00	63705
271-000-850.000	TELEPHONE	WILDFIRE CREDIT UNION	ATT/STONE QUEST/SPECTRUM	413.26	63684
271-000-850.000	TELEPHONE	WILDFIRE CREDIT UNION	ATT/MLIVE/SPECTRUM/MENARDS	727.62	63790
271-000-901.000	PRINTING & PUBLISHING	PRINT EXPRESS OFFICE PRO	OFFICE SUPPLIES - LIBRARY	148.00	63711

GL Number	Invoice Line Desc	Vendor	PAID - CHECK TYPE: PAPER CHECK	Invoice Description	Amount	Check #
Fund 271 LIBRARY FUND						
Dept 000	PRINTING & PUBLISHING	WILDFIRE CREDIT UNION		ATT/MLIVE/SPECTRUM/MENARDS	211.43	63790
271-000-901.000	INSURANCE GENERAL LIABILITY	MICHIGAN MUNICIPAL LEAGU		POOL RENWL PREMIUM/MML ASSOC. MEMBER	9,406.00	63705
271-000-910.000	UTILITIES	CONSUMERS ENERGY CO		UTILITY BILL - 8207 SHIELDS DR	639.02	63695
271-000-920.000	UTILITIES	THOMAS TWP WATER		UTILITY BILL - 8207 SHIELDS DR	56.60	63730
271-000-920.000	REPAIRS/MAINTENANCE	WILDFIRE CREDIT UNION		ATT/STONE QUEST/SPECTRUM	89.11	63684
271-000-930.000	REPAIRS/MAINTENANCE	B&B LAWN MAINTENANCE		FLOW & SALT - LIBRARY	900.00	63686
271-000-930.000	REPAIRS/MAINTENANCE	STV SALES INC		GROCERY PAPER BAGS - LIBRARY	72.32	63726
271-000-930.000	REPAIRS/MAINTENANCE	TT LIBRARY PETTY CASH		OFFICE SUPPLIES/REPAIRS/MAINTENANCE/M	77.20	63733
271-000-930.000	REPAIRS/MAINTENANCE	DEMCO INC		SUPPLIES - LIBRARY	74.15	63747
271-000-930.000	REPAIRS/MAINTENANCE	WILDFIRE CREDIT UNION		ATT/MLIVE/SPECTRUM/MENARDS	119.78	63790
271-000-936.000	MAINTENANCE AGREEMENTS	CENTRAL BUSINESS SYSTEMS		BY PASS COPIES - LIBRARY	413.30	63691
271-000-956.000	MISCELLANEOUS	TT LIBRARY PETTY CASH		OFFICE SUPPLIES/REPAIRS/MAINTENANCE/M	20.00	63733
Total For Dept 300					28,723.87	
Total For Fund 271 LIBRARY FUND					28,723.87	
Fund 590 SEWER FUND						
Dept 000	DUE TO WORKMANS COMPENSATION	MI MUNICIPAL WORKERS COM		WORKERS COMP PREMIUM - #4	262.83	63644
590-000-231.750					262.83	
Total For Dept 300					262.83	
Dept 536 ADMINISTRATION						
590-536-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIELD O		HEALTH/VISION	1,416.50	63623
590-536-716.100	VISION/SHORT TERM DISAB/LIFE	BLUE CROSS BLUE SHIELD O		HEALTH/VISION	15.18	63623
590-536-740.000	OPERATING SUPPLIES	PRINT EXPRESS OFFICE PRO		OFFICE SUPPLIES - WATER/SEWER	75.20	63653
590-536-740.000	OPERATING SUPPLIES	REIMOLD PRINTING CORPORA		WATER BILL - NO PRINTING, FOLD ONLY	98.75	63715
590-536-740.000	OPERATING SUPPLIES	VECTOR TECH GROUP		BARRACUDA ENERGIZE UPDATES	206.00	63788
590-536-745.000	OPERATING SUPPLIES OFFICE EQUIP	STATE BANK		AMZN/PITNEY BOWES/SPECTRUM/ZOOM	81.37	63668
590-536-745.000	OPERATING SUPPLIES OFFICE EQUIP	STATE BANK		ZOOM/LITTLE CAESARS/SPLASHTOP/PITNEY	3.99	63768
590-536-800.000	ADMINISTRATION FEE	THOMAS TWP GENERAL FUND		ADMINISTRATION FEE	97,731.00	63675
590-536-804.000	MEMBERSHIP & DUES	SAGINAW FUTURE INC		2021 ANNUAL MEMBERSHIP	2,000.00	63660
590-536-810.000	CONTRACTED SERVICES	THOMAS TWP GENERAL FUND		IT REIMBURSEMENT - DPW	22.25	63777
Total For Dept 536 ADMINISTRATION					101,650.24	
Dept 540 OPERATIONS & MAINTENANCE						
590-540-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIELD O		HEALTH/VISION	1,207.15	63623
590-540-716.100	VISION/SHORT TERM DISAB/LIFE	BLUE CROSS BLUE SHIELD O		HEALTH INSURANCE	8.01	63622
590-540-716.100	VISION/SHORT TERM DISAB/LIFE	BLUE CROSS BLUE SHIELD O		HEALTH/VISION	12.84	63623
590-540-850.000	TELEPHONE	123.NET		TELEPHONE SERVICE	118.49	63614
590-540-850.000	TELEPHONE	STATE BANK		AMZN/PITNEY BOWES/SPECTRUM/ZOOM	154.44	63668
590-540-850.000	TELEPHONE	STATE BANK		ZOOM/LITTLE CAESARS/SPLASHTOP/PITNEY	154.22	63768
590-540-850.100	WIRELESS COMMUNICATIONS	STATE BANK		AMZN/PITNEY BOWES/SPECTRUM/ZOOM	112.51	63668
590-540-850.100	WIRELESS COMMUNICATIONS	STATE BANK		ZOOM/LITTLE CAESARS/SPLASHTOP/PITNEY	112.50	63768
590-540-920.000	UTILITIES	JAMES TOWNSHIP		UTILITY BILL - 1000 STROEBEL	55.00	63640
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO		UTILITY BILL - 6960 STROEBEL RC	2,490.30	63695
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO		UTILITY BILL - 20 E STARK DR	207.74	63695
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO		UTILITY BILL - 85 N GRAHAM RD #PS15	207.70	63695
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO		UTILITY BILL - 25 S GLEANER RD	29.03	63695
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO		UTILITY BILL - 1494 S GRAHAM RC	188.83	63695
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO		UTILITY BILL - 125 E GLOUCESTER DR	176.20	63695
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO		UTILITY BILL - 840 VAN WORMER RD	51.92	63695
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO		UTILITY BILL - 1667 MILLER RD	29.03	63695
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO		UTILITY BILL - 9300 HIGHLAND GREEN DR	106.69	63695

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund 590 SEWER FUND					
Dept 540 OPERATIONS & MAINTENANCE					
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 8215 SHIELDS DR	575.66	63695
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 1505 N GLEANER RD UNIT	1,195.96	63695
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 1505 N GLEANER RD	22.40	63695
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 3944 N RIVER RD	63.34	63695
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 1928 N RIVER RD	48.33	63695
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 7768 MADELINE ST	395.95	63695
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 2323 N RIVER RD	29.03	63695
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 4530 N THOMAS RD	100.82	63695
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 3200 N THOMAS RD	635.96	63695
590-540-920.000	UTILITIES	THOMAS TWP WATER	UTILITY BILL - 251 MILLER CT	77.80	63730
590-540-930.000	REPAIRS/MAINTENANCE	ACCURATE SAFETY DISTRIBU	MAINTENANCE SUPPLIES - DPW	332.00	63616
590-540-930.000	REPAIRS/MAINTENANCE	HOME DEPOT	REPAIRS/MAINTENANCE	417.99	63637
590-540-930.000	REPAIRS/MAINTENANCE	MIDLAND PAPER COMPANY	OPERATING SUPPLIES - DPW	35.48	63647
590-540-930.000	REPAIRS/MAINTENANCE	STATE BANK	AMZN/PITNEY BOWES/SPECTRUM/ZOOM	20.64	63668
590-540-930.000	REPAIRS/MAINTENANCE	USABUEBOOK	BUBBLER AIR COMPRESSOR - DPW	760.38	63682
590-540-930.000	REPAIRS/MAINTENANCE	MICHIGAN PIPE & VALVE	MAINTENANCE SUPPLIES - DPW	500.00	63706
590-540-930.000	REPAIRS/MAINTENANCE	R.B. SATKOWIAK SCITY SEW	N GLEANER RD	2,500.00	63714
590-540-930.000	REPAIRS/MAINTENANCE	TSC STORES	REPAIRS/MAINTENANCE	57.86	63732
590-540-930.000	REPAIRS/MAINTENANCE	BATTERIES PLUS - 380	12V BATTERIES - DPW	68.82	63740
590-540-930.000	REPAIRS/MAINTENANCE	HOME DEPOT	REPAIRS/MAINTENANCE	641.27	63753
590-540-930.000	REPAIRS/MAINTENANCE	SHERWIN-WILLIAMS	PAINT - PARKS/DPW	111.44	63763
590-540-930.000	REPAIRS/MAINTENANCE	STATE BANK	ZOOM/LITTLE CAESARS/SPLASHTOP/PITNEY	225.51	63768
590-540-930.000	REPAIRS/MAINTENANCE	TSC STORES	REPAIRS/MAINTENANCE	22.97	63787
590-540-938.000	VEHICLE EXPENSE	SHIELDS QUICK LUBE LLC	VEHICLE MAINTENANCE	51.45	63663
590-540-938.000	VEHICLE EXPENSE	NAPA AUTO PARTS	VEHICLE MAINTENANCE	34.77	63709
590-540-938.000	VEHICLE EXPENSE	SCIENTIFIC BRAKE & EQUIP	4D BATTERY - DPW	104.37	63722
590-540-938.000	VEHICLE EXPENSE	SCIENTIFIC BRAKE & EQUIP	CORE CHARGE RETURN - DPW	(29.70)	63722
590-540-938.100	GAS & DIESEL FUEL	WEX INC	GAS/DIESEL FUEL	637.54	63683
Total For Dept 540 OPERATIONS & MAINTENANCE				15,100.64	
Total For Fund 590 SEWER FUND				117,013.71	
Fund 591 WATER FUND					
Dept 000					
591-000-202.000	01-WATER	HOLY CROSS CHILDREN'S SE	UB refund for account: RIVN-000925-00	68.09	63636
591-000-231.750	DUE TO WORKMANS COMPENSATION	MI MUNICIPAL WORKERS COM	WORKERS COMP PREMIUM - #4	326.97	63644
591-000-255.130	CUSTOMER DEPOST HIMS WATER EX	CHAMPAGNE & MARX EXCAVAT	RETAINAGE FEE - DUPONT HIMS FIRE LINE	2,810.93	63625
591-000-255.130	CUSTOMER DEPOST HIMS WATER EX	SPICER GROUP INC.	THOMAS TWP - DUPONT/HIMS WATER MAIN	956.00	63666
Total For Dept 000				4,161.99	
Dept 536 ADMINISTRATION					
591-536-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIELD O	HEALTH/VISION	1,416.50	63623
591-536-716.100	VISION/SHORT TERM DISAB/LIFE	BLUE CROSS BLUE SHIELD O	HEALTH/VISION	15.18	63623
591-536-740.000	OPERATING SUPPLIES	PRINT EXPRESS OFFICE PRO	OFFICE SUPPLIES - WATER/SEWER	75.20	63653
591-536-740.000	OPERATING SUPPLIES	REIMOLD PRINTING CORPORA	WATER BILL - NO PRINTING, FOLD ONLY	98.75	63715
591-536-740.000	OPERATING SUPPLIES	VECTOR TECH GROUP	BARRACUDA ENERGIZE UPDATES	206.00	63788
591-536-745.000	OPERATING SUPPLIES	STATE BANK	AMZN/PITNEY BOWES/SPECTRUM/ZOOM	81.37	63668
591-536-745.000	OPERATING SUPPLIES	STATE BANK	ZOOM/LITTLE CAESARS/SPLASHTOP/PITNEY	4.00	63768
591-536-800.000	ADMINISTRATION FEE	THOMAS TWP GENERAL FUND	ADMINISTRATION FEE	97,731.00	63675
591-536-804.000	MEMBERSHIP & DUES	SAGINAW FUTURE INC	2021 ANNUAL MEMBERSHIP	2,000.00	63660
591-536-810.000	CONTRACTED SERVICES	THOMAS TWP GENERAL FUND	IT REIMBURSEMENT - DPW	22.25	63777
Total For Dept 536 ADMINISTRATION				101,650.25	

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PAID - CHECK TYPE: PAPER CHECK

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 703 TAX FUND					
Dept 000					
703-000-002.400	CASH (CSB) DOG LICENSE	SAGINAW COUNTY TREASURER	2020 DOG LICENSES	479.00	63659
703-000-002.400	CASH (CSB) DOG LICENSE	THOMAS TWP GENERAL FUND	2020 DOG LICENSES	134.00	63674
703-000-215.000	DUE TO MUNICIPAL REFUSE	THOMAS TWP REFUSE	TAX COLLECTION	673,785.00	63781
703-000-215.100	DUE TO THOMAS TWP LIBRARY	THOMAS TWP LIBRARY	REAL PROPERTY TAXES	187,737.82	63778
703-000-215.100	DUE TO THOMAS TWP LIBRARY	THOMAS TWP LIBRARY	PERSONAL PROPERTY TAXES	19,232.54	63778
703-000-215.150	DUE TO THOMAS TWP LIBRARY	THOMAS TWP LIBRARY	2020 IFTS TAX COLLECTION	14,701.18	63676
703-000-215.205	DUE TO PS/FIRE DEPARTMENT	THOMAS TWP PUBLIC SAFETY	REAL PROPERTY TAXES	273,103.77	63779
703-000-215.205	DUE TO PS/FIRE DEPARTMENT	THOMAS TWP PUBLIC SAFETY	PERSONAL PROPERTY TAXES	27,974.99	63779
703-000-215.206	DUE TO FIRE APPARATUS	THOMAS TWP FIRE EQUIPMEN	REAL PROPERTY TAXES	106,659.99	63776
703-000-215.206	DUE TO FIRE APPARATUS	THOMAS TWP FIRE EQUIPMEN	PERSONAL PROPERTY TAXES	10,927.54	63776
703-000-215.207	DUE TO PS/POLICE	THOMAS TWP PUBLIC SAFETY	REAL PROPERTY TAXES	580,345.52	63780
703-000-215.207	DUE TO PS/POLICE	THOMAS TWP PUBLIC SAFETY	PERSONAL PROPERTY TAXES	59,446.85	63780
703-000-215.215	DUE PS/FIRE DEPARTMENT IFT	THOMAS TWP PUBLIC SAFETY	2020 IFTS TAX COLLECTION	21,383.66	63677
703-000-215.216	DUE TO FIRE APPARATUS IFT	THOMAS TWP FIRE EQUIPMEN	2020 IFTS TAX COLLECTION	8,352.92	63673
703-000-215.217	DUE TO PS/POLICE IFT	THOMAS TWP PUBLIC SAFETY	2020 IFTS TAX COLLECTION	45,440.27	63678
703-000-215.282	DUE TO TECH PARK LIGHTING	THOMAS TWP GENERAL FUND	TECH PARK TAX COLLECTION	3,879.00	63777
703-000-215.283	DUE TO TECH PARK MAINTENANCE	THOMAS TWP GENERAL FUND	TECH PARK TAX COLLECTION	5,400.99	63777
703-000-215.371	DUE TO GENERAL FUND DEL'Q WEE	THOMAS TWP GENERAL FUND	WEEDS	1,721.25	63777
703-000-215.591	DUE TO WATER-DELINQUENT WATE	THOMAS TWP GENERAL FUND	DEL'Q WATER	1,214.97	63784
703-000-216.200	DUE TO THOMAS TWP GENERAL	THOMAS TWP GENERAL FUND	REAL PROPERTY TAXES	320,075.08	63777
703-000-216.200	DUE TO THOMAS TWP GENERAL	THOMAS TWP GENERAL FUND	PERSONAL PROPERTY TAXES	41,249.68	63777
703-000-216.250	DUE TO THOMAS TWP GENERAL	THOMAS TWP GENERAL FUND	2020 IFTS TAX COLLECTION	31,530.82	63674
703-000-216.300	DUE TO GENERAL STREET LIGHTS	THOMAS TWP GENERAL FUND	STREETLIGHTS	70,260.90	63777
703-000-216.450	DUE TO GENL ADMINISTRATION FE	THOMAS TWP GENERAL FUND	IFTS ADMIN FEES TAX COLLECTION	12,324.79	63727
703-000-216.450	DUE TO GENL ADMINISTRATION FE	THOMAS TWP GENERAL FUND	ADMIN FEE TAX COLLECTION	50,061.98	63777
703-000-216.450	DUE TO GENL ADMINISTRATION FE	THOMAS TWP GENERAL FUND	ADMIN FEE TAX COLLECTION	117,018.04	63777
703-000-216.500	DUE TO GENL ADMINISTRATION FE	THOMAS TWP GENERAL FUND	LAND BANK ADMIN FEES	5.54	63777
703-000-216.500	DUE TO THOMAS TWP DDA	THOMAS TWP DDA	REAL PROPERTY TAXES	60,904.53	63775
703-000-216.500	DUE TO THOMAS TWP DDA	THOMAS TWP DDA	PERSONAL PROPERTY TAXES	15,291.64	63775
703-000-216.525	DUE TO DDA SAGINAW COUNTY CAPTU	THOMAS TWP DDA	PERS BASE VAL 2014 TAX COLLECTION	18,252.45	63775
703-000-217.015	STARK ROAD PRINCIPAL	THOMAS TWP SEWER	STARK DR - SEWER	8,903.10	63783
703-000-217.016	INTEREST	THOMAS TWP SEWER	STARK DR - SEWER	975.03	63783
703-000-217.017	DUDE ESTATES PRINCIPAL	THOMAS TWP REVOLVING FUN	DUDE ESTATES	16,948.80	63782
703-000-217.018	DUDE ESTATES INTEREST	THOMAS TWP REVOLVING FUN	DUDE ESTATES	2,671.68	63782
703-000-217.019	HARDWOOD ESTATES PRINCIPLE	THOMAS TWP REVOLVING FUN	HARDWOOD ESTATES	10,000.97	63782
703-000-217.020	HARDWOOD ESTATES INTEREST	THOMAS TWP REVOLVING FUN	HARDWOOD ESTATES	2,155.28	63782
703-000-217.021	SWAN VALLEY ESTATES PRIN	THOMAS TWP REVOLVING FUN	SWAN VALLEY GOLF	15,037.20	63782
703-000-217.022	SWAN VALLEY GOLD ESTAT INT	THOMAS TWP REVOLVING FUN	SWAN VALLEY GOLF	5,542.20	63782
703-000-222.000	DUE TO SAGINAW COUNTY TREASUR	SAGINAW COUNTY TREASURER	TAX PAYMENTS - 02/17/21-03/02/21 - FI	6,075.62	63760
703-000-222.000	DUE TO SAGINAW COUNTY TREASUR	SAGINAW COUNTY TREASURER	TAX PAYMENTS - 02/17/21-03/02/21 - FI	70,856.87	63760
703-000-222.100	DUE TO SAGINAW CO TREAS IFT	SAGINAW COUNTY TREASURER	IFTS - 2020 WINTER TAXES	184,877.71	63658
703-000-222.250	DUE TO SAGINAW COUNTY LAND BANK	SAGINAW COUNTY TREASURER	2020 LAND BANK AUTHORITY	277.53	63760
703-000-222.300	DUE TO SAGINAW CO DRAIN COMM -	SAGINAW COUNTY TREASURER	DRAINS - FINAL	9,052.44	63760
703-000-222.400	DUE TO SAGINAW COUNTY SET	SAGINAW COUNTY TREASURER	TAX PAYMENTS - 02/17/21-03/02/21 - FI	7,701.16	63761
703-000-225.070	DUE TO FREELAND SCHOOL OPERAT	FREELAND SCHOOL DISTRICT	TAX PAYMENTS - 02/17/21-03/02/21 - FI	319.14	63748
703-000-225.071	DUE TO FREELAND SCHOOL DEBT	FREELAND SCHOOL DISTRICT	TAX PAYMENTS - 02/17/21-03/02/21 - FI	2,910.87	63748
703-000-225.072	DUE TO FREELAND SCHOOL SINKIN	FREELAND SCHOOL DISTRICT	TAX PAYMENTS - 02/17/21-03/02/21 - FI	1,379.25	63748
703-000-225.080	DUE TO HEMLOCK SCHOOLS OPERAT	HEMLOCK SCHOOL DISTRICT	TAX PAYMENTS - 02/17/21-03/02/21 - FI	6,447.19	63752
703-000-225.081	DUE TO HEMLOCK SCHOOL DEBT	HEMLOCK SCHOOL DISTRICT	TAX PAYMENTS - 02/17/21-03/02/21 - FI	14,110.34	63752
703-000-225.082	DUE TO HEMLOCK SCHOOLS IFT	HEMLOCK SCHOOL DISTRICT	2020 IFTS TAX COLLECTION	163,718.64	63635
703-000-225.083	HEMLOCK STINKING FUND	HEMLOCK SCHOOL DISTRICT	TAX PAYMENTS - 02/17/21-03/02/21 - FI	3,617.90	63752
703-000-225.130	DUE TO SWAN VALLEY OPERATING	SWAN VALLEY SCHOOL DISTR	TAX PAYMENTS - 02/17/21-03/02/21 - FI	60,829.32	63774

PAID - CHECK TYPE: PAPER CHECK

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 703 TAX FUND					
Dept 000	DUE TO SWAN VALLEY DEBT	SWAN VALLEY SCHOOL DISTR	TAX PAYMENTS - 02/17/21-03/02/21 - FI	55,969.01	63772
703-000-225.131	SWAN VALLEY SCHOOL SINKING FUND	SWAN VALLEY SCHOOL DISTR	TAX PAYMENTS - 02/17/21-03/02/21 - FI	11,993.01	63773
703-000-225.132	DUE TO SAGINAW ISD IFT	SAGINAW ISD	2020 IFTS TAX COLLECTION	38,273.29	63661
703-000-234.100	DUE TO DELTA COLLEGE	DELTA COLLEGE	TAX PAYMENTS - 02/17/21-03/02/21 - FI	26,581.31	63746
703-000-235.000	DUE TO DELTA COLLEGE IFT	DELTA COLLEGE	2020 IFTS TAX COLLECTION	68,250.57	63630
703-000-235.100	DUE TO SAGINAW ISD/SPECIAL ED	SAGINAW ISD	TAX PAYMENTS - 02/17/21-03/02/21 - FI	40,172.03	63762
703-000-236.000	DUE TO STATE OF MI IFT	STATE OF MICHIGAN	IFTS - WINTER 2020 TAXES	655,959.59	63669
703-000-236.100	DUE TO STATE OF MICHIGAN LAND B	STATE OF MICHIGAN	LAND BANK AUTHORITY	28.03	63771
703-000-236.250					
		Total For Dept 000		4,270,531.79	
		Total For Fund 703 TAX FUND		4,270,531.79	

JOURNALIZED

PAID - CHECK TYPE: PAPER CHECK

Invoice Line Desc

GL Number

Invoice Description

Vendor

Amount

Check #

Fund Totals:

Fund 100 CLEARING FUND	3,410.16
Fund 101 GENERAL OPERA	616,308.30
Fund 205 PUBLIC SAFETY	28,678.90
Fund 206 FIRE APPARATU	1,018.86
Fund 207 PUBLIC SAFETY	25,423.10
Fund 248 DOWNTOWN DEVE	10,073.97
Fund 271 LIBRARY FUND	28,723.87
Fund 590 SEWER FUND	117,013.71
Fund 591 WATER FUND	315,384.62
Fund 596 MUNICIPAL REF	83,224.19
Fund 703 TAX FUND	4,270,531.79

Total For All Funds:

5,499,791.47

CASH SUMMARY BY ACCOUNT FOR THOMAS TOWNSHIP
 FROM 03/31/2020 TO 03/31/2021
 FUND: ALL FUNDS
 CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 03/31/2020	Total Debits	Total Credits	Ending Balance 03/31/2021
Fund 100	CLEARING FUND				
001.000	59	11,200.25	30,670,735.55	30,668,470.78	13,465.02
Fund 101	GENERAL OPERATING FUND				
002.000	CASH THE STATE BANK	1,103,758.05	3,749,636.87	3,194,516.56	1,658,878.36
002.010	THE STATE BANK SAVINGS	1,013,139.56	602,747.90	477,757.55	1,138,129.91
002.350	CASH CHASE BANK	10,776.61	14.54	3.19	10,787.96
002.385	CASH CHEMICAL BANK	1,138,880.01	2,407,547.87	2,275,737.77	1,270,690.11
003.175	Certificate of Deposit Chemic	250,000.00	1,379,521.19	1,379,521.19	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	234,486.37	243,873.67	478,360.04	0.00
	GENERAL OPERATING FUND	4,501,040.60	8,633,342.04	8,055,896.30	5,078,486.34
Fund 103	CHRISTOPHER THOMPSON FAMILY FUND				
002.000	CASH THE STATE BANK	1.00	129,039.00	129,040.00	0.00
002.010	THE STATE BANK SAVINGS	146,429.17	1,123.23	142,536.17	5,016.23
	CHRISTOPHER THOMPSON FAMILY FUND	146,430.17	130,162.23	271,576.17	5,016.23
Fund 205	PUBLIC SAFETY-FIRE DEPARTMENT				
002.000	CASH THE STATE BANK	744,777.44	738,931.24	511,012.07	972,696.61
Fund 206	FIRE APPARATUS				
002.000	CASH THE STATE BANK	857,696.13	161,903.31	21,058.45	998,540.99
Fund 207	PUBLIC SAFETY-POLICE				
002.000	CASH THE STATE BANK	1,291,460.76	1,181,785.48	989,839.40	1,483,406.84
Fund 246	ROAD REVOLVING FUND				
002.000	CASH THE STATE BANK	256,875.60	682,975.95	629,499.29	310,352.26
003.175	Certificate of Deposit Chemic	610,966.47	629,499.29	610,966.47	629,499.29
	ROAD REVOLVING FUND	867,842.07	1,312,475.24	1,240,465.76	939,851.55
Fund 248	Downtown Development Authority				
002.000	CASH THE STATE BANK	83,190.47	120,650.32	93,241.25	110,599.54
Fund 265	P.S. DRUG LAW ENFORCEMENT				
002.000	CASH THE STATE BANK	6,103.34	87.00	8.70	6,181.64
Fund 271	LIBRARY FUND				
002.000	CASH THE STATE BANK	480,450.35	310,172.91	394,002.85	396,620.41
003.271	CD LIBRARY 08/2016 .50	205,340.00	0.00	0.00	205,340.00
	LIBRARY FUND	685,790.35	310,172.91	394,002.85	601,960.41
Fund 590	SEWER FUND				
002.000	CASH THE STATE BANK	898,060.30	1,472,242.72	1,322,356.13	1,047,946.89
002.010	THE STATE BANK SAVINGS	506,569.77	4,284.41	1,263.30	509,590.88
002.200	RESERVED CASH SYSTEM EXPANSIO	106,068.65	44,730.00	0.00	150,798.65
002.385	CASH CHEMICAL BANK	1,984,644.58	513,267.12	3,448.14	2,494,463.56
002.386	CHEMICAL BANK SYSTEM EXPANSIO	117,933.00	0.00	0.00	117,933.00
003.175	Certificate of Deposit Chemic	463,667.01	0.00	463,667.01	0.00
	SEWER FUND	4,076,943.31	2,034,524.25	1,790,734.58	4,320,732.98
Fund 591	WATER FUND				
001.100	CLEARING CASH	2,000.00	0.00	0.00	2,000.00
002.000	CASH THE STATE BANK	976,814.86	3,712,678.24	3,998,902.98	690,590.12
002.010	THE STATE BANK SAVINGS	3,284.89	3,940.55	6,468.97	756.47
002.200	RESERVED CASH SYSTEM EXPANSIO	81,343.99	30,625.00	0.00	111,968.99
002.375	CASH HUNTINGTON BANK	246,568.30	385.22	131.39	246,822.13
002.385	CASH CHEMICAL BANK	1,329,619.92	10,060.88	2,617.02	1,337,063.78
002.386	CHEMICAL BANK SYSTEM EXPANSIO	266,176.00	0.00	0.00	266,176.00
002.387	CHEMICAL BANK BUSINESS CHECKING	506,234.47	2,055.79	722.27	507,567.99
002.390	CASH FIRST STATE BANK	245,996.98	324.38	116.94	246,204.42

CASH SUMMARY BY ACCOUNT FOR THOMAS TOWNSHIP
 FROM 03/31/2020 TO 03/31/2021
 FUND: ALL FUNDS
 CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 03/31/2020	Total Debits	Total Credits	Ending Balance 03/31/2021
003.375	CERTIFICATE OF DEPOSITS HUNTINGT	250,000.00	0.00	0.00	250,000.00
	WATER FUND	3,908,039.41	3,760,070.06	4,008,959.57	3,659,149.90
Fund 596	MUNICIPAL REFUSE FUND				
002.000	CASH THE STATE BANK	605,773.23	3,406,678.32	3,320,648.66	691,802.89
002.385	CASH CHEMICAL BANK	305,492.60	101,920.83	300,500.89	106,912.54
	MUNICIPAL REFUSE FUND	911,265.83	3,508,599.15	3,621,149.55	798,715.43
Fund 610	CONSTRUCTION WATER/SEWER/MISC				
002.000	CASH THE STATE BANK	25,178.20	0.00	25,178.20	0.00
Fund 703	TAX FUND				
002.000	CASH THE STATE BANK	0.00	19,349,257.52	19,349,256.89	0.63
	TOTAL - ALL FUNDS	18,116,958.33	71,912,696.30	71,040,850.52	18,988,804.11



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** April 12, 2021
- **SUBMITTED BY:** Chief, Mike Cousins
- **AGENDA TOPIC:** Fire Secretary Jean Lisee Promotion from probationary to regular part time employee.
- **EXPLANATION OF TOPIC:** The fire department secretary, Jean Lisee has served her six-month probation time. During this time Jean has proven herself to be an excellent employee and extremely professional. She has received a very positive evaluation. She performs her job very well and is an excellent addition to our office staff. Her promotion has been brought to the Personnel Committee for approval.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** None
- **POSSIBLE COURSES OF ACTION:** Approve, Deny, Amend or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by _____ supported by _____ to promote public safety administrative assistant Jean Lisee from probation status to regular part time status.
- **ROLL CALL VOTE REQUIRED?** No



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** April 12, 2021
- **PERSON SUBMITTING:** Deidre Frollo, Fiscal Services Director
Russ Taylor, Township Manager
- **AGENDA TOPIC:** Approve amendments to Personnel Policy #810, Dress Code Policy.
- **EXPLANATION OF TOPIC FOR BOARD MEMBERS:** The Personnel Policy #810, Dress Code Policy was last evaluated and amended in April of 2003. As the acceptable dress code in the office environment has evolved into more casual attire we felt it was time to update the policy to bring it more in line with the current trends. The policy was reviewed by Deidre Frollo, Sarah Dorr, Sherri Simerson, and the Township Manager. Each of us submitted thoughts and suggestions that we felt should be either changed or incorporated into the policy. The new policy does relax the dress code a bit however we feel it is in line with the office attire that is currently being worn in the Thomas Township office and other office environments. The policy has been submitted to and approved by the Policy Committee
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Draft of Personnel Policy #810 Dress Code Policy
- **POSSIBLE COURSES OF ACTION:** Approve/not approve amendments to Personnel Policy #810, Dress Code Policy.
- **SUGGESTED/REQUESTED MOTION:** Motion by _____ supported by _____ to accept the amendments to Personnel Policy #810, Dress Code Policy as presented.

THOMAS TOWNSHIP

Policy No.:	810 (page 1 of 2)
Effective Date:	February 3, 1997
Reviewed on:	October 2, 2000
Amended on:	April 7, 2003
<i>Amended on</i>	<i>April 5, 2021</i>
Policy Regarding:	Dress Code

The purpose of this policy is to provide guidance and direction regarding appropriate dress for full time and regularly scheduled part-time employees who work in jobs where they routinely interact with and service residents of the Township.

Township Manager

With very few exceptions, where discretion is to be used, the Township Manager is expected to dress in a professional manner at all times. A male manager would be expected to dress in a ~~business suit or sport coat~~ *dress shirt* with dress slacks ~~or dress slacks with a sweater or vest.~~ *Dress shirts are required, but a tie is optional. A suit or sport coat should be worn when appropriate.* A female manager would be expected to dress in an appropriate suit, ~~dress,~~ dress slacks, skirt or dress, sweater or vest with dress slacks or skirt.

Uniformed Employees

Uniforms will be provided by the Township for permanent employees in designated job classifications (police, fire, DPW). Uniforms must be worn on the job at all times unless specific authorization to wear something other than the required uniform has been granted by the department head and/or Township Manager. Safety clothing will be issued as needed depending on the work assignment. *Uniforms should not be worn elsewhere after regular working hours.*

Non-Uniformed Employees

The image that we portray to our community and to one another is very important. Therefore, employees who are not required to wear specific uniforms are expected to dress in a manner consistent with regular business operations.

Males:

- All male employees shall wear ~~dress casual slacks/pants/khaki,~~ long or short sleeve dress shirts, 3 button knit polo shirts, sweaters, vests or jackets. A tie is not required. ~~Denim slacks are considered to be inappropriate attire.~~ *Jeans may be worn when approved by the Township Manager. Dress shoes or boots should be worn. Sneakers are not permitted. Foot wear should be clean and in good repair.*

Females:

Since there are more clothing options available for women, the following are acceptable: ~~skirted suits, pant suits, dresses, skirts and blouses or sweaters. Tailored slacks and split skirts are permitted~~

~~Length of dresses, skirts and shorts should not be higher than 3 inches above the knee. Anything higher, while potentially fashionable, is considered inappropriate for business. Walking shorts are acceptable only if paired with a coordinating jacket, sweater or vest and must be no shorter than 3 inches above the knee.~~

- *Nicely fitted tops, blouses and sweaters, tops should never be tight or revealing. Denim jackets are permitted as long as they are in good repair without holes and are worn with appropriate attire underneath. Sleeveless tops are not deemed appropriate.*
- *Business casual dress slacks or skirts are permitted. Jeans may be worn when approved by the Township Manager. Skirts should be no shorter than 3" above the knee. Any higher while potentially fashionable, is considered inappropriate for business. Leggings are acceptable as long as the length of the top is no shorter than mid-thigh.*
- *Dress shoes, mules, dressy clogs or boots are permitted, open toe shoes may be worn as long as they have a heel strap. Shoes classified as flip flops, beach shoes, sneakers and sandals without a heel strap should not be worn. Foot wear should be clean and in good repair.*

All Employees:

~~Hosiery/socks must be worn at all times and shoes must be in appropriate condition (clean, good repair) to be suitable for a professional environment. The following is considered inappropriate at all times:~~

- ~~Revealing clothing (i.e. low cut or tank style tops, dresses, etc.)~~
- ~~T-shirts, polo shirts or sweatshirts with offensive, political or inappropriate language or designs on them.~~
- ~~Denim pants/jeans unless permitted by the Township Manager~~
- ~~Sports outfits (i.e. tennis, running, etc.)~~
- ~~Evening wear (i.e. beaded/sequined clothing)~~
- ~~Clothing should not be ripped, stained, frayed, messy or have holes~~

Not every possible dress code situation can be anticipated and addressed in a policy such as this one. Each employee is expected to use good judgment and common sense when dressing for work. If you are in doubt regarding the appropriateness of a certain outfit or item of clothing, ask your immediate supervisor before wearing it to work.

In the interest of creating a greater team spirit and conveying to our residents a sense of pride in working for Thomas Township, employees may purchase one or more shirts with a township logo from selected styles and wear such a shirt with more casual pants, such as khakis or jeans providing they are in good repair and free of holes and excessive wear and tear, to work on Fridays and other occasions as approved by the Township Manager. ~~Denim pants/jeans, as well~~

Dress Code-Policy No. 810

Page 3 of 3

~~as the other items listed above, will still be prohibited.~~ This change to “casual business attire” on Fridays takes into consideration casual dress policies that have been implemented in both the private and public sectors and provides respect for the public as well as promotes comfortable clothing alternatives for employees when work assignments do not require more formal business attire.

Personal appearance and hygiene are important in our work practices. The public *and* the citizens that we serve will, to a certain extent, judge the quality of the services that we perform and the care we show in our jobs by our personal attire and appearance. Each person is to report to work wearing clothing that is clean. A neat, well groomed appearance is important to yourself, your fellow workers and to the citizens that we serve. In addition, hair and nails must be groomed and maintained in a manner that will avoid any interference with work responsibilities.



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** April 12th 2021
- **SUBMITTED BY:** John Corriveau, Parks & Recreation Director
- **AGENDA TOPIC:** Approval of Administrative Policy #700, Park Refunds
- **EXPLANATION OF TOPIC:** This agenda is item for the Park Refund Policy update. The Park Refund Policy was last updated on August 7th, 2000. The old policy required the Park Commissions approval for any refunds for pavilions or swim passes. The new policy allows the Parks and Recreation Director to make that decision. The new policy also allows under extenuating circumstances for the Township Manager and Parks Director to grant refunds for any program or activity after they start, the old policy did not allow any refunds after a program started. The old policy allowed for a 70% refund to adult teams who canceled after scheduling was complete, the new policy only give a 50% refund due to the amount of work required to fix schedules or deal with not enough teams after cancelation. If the Township cancels an event for any reason a 100% refund will be given, this was not in the old policy.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Attached Park Refund Policy 700.
- **POSSIBLE COURSES OF ACTION:** Approve, Deny, Amend or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by _____ supported by _____ to approve amendments to Administrative Policy #700, Park Refunds.
- **ROLL CALL VOTE REQUIRED?** No

THOMAS TOWNSHIP ADMINISTRATIVE POLICIES

Administrative Policy No:
Effective Date:
Amended:

700 (Page 1 of 1)
April 6, 1998
August 7, 2000
April 12, 2021

Policy Regarding

PARK REFUNDS

No refunds on pavilions or swim passes will be made ~~without Parks Commission approval.~~ **unless there are extenuating circumstances as determined by the Township Manager and the Parks and Recreation Director.**

No refunds will be made for any program or for youth sports after the start of the activity, ~~unless there are extenuating circumstances as determined by the Township Manager and the Parks and Recreation Director~~

~~A 70% refund of team fees will be made on cancellations of adult sports after scheduling is completed.~~

No refunds will be made for any program or youth sports after the start of the activity A 100% refund of team fees will be made if the Township cancels the program after scheduling is completed.

A 50% refund of team fees will be made if the team manager withdraws their team after the schedule is made and prior to the first game being played.



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** April 12th 2021
- **SUBMITTED BY:** John Corriveau, Parks & Recreation Director
- **AGENDA TOPIC:** Approval of amendments to Administrative Policy #701, Late Fees.
- **EXPLANATION OF TOPIC:** This agenda is item for the Park Late Fees Policy update. The Park Late Fees Policy was last updated on August 7th, 2000. The old policy stated that late registration fees had to be established by resolution by the Parks and Recreation Commission. The new policy states that late registration may be permitted under certain conditions and all late fees will be reviewed and established annually by the Parks and Recreation Commission and the Township Board of Trustees.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Attached Park Refund Policy 700.
- **POSSIBLE COURSES OF ACTION:** Approve, Deny, Amend or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by _____ supported by _____ to approve amendments to Administrative Policy #701, Park Late Fees.
- **ROLL CALL VOTE REQUIRED?** No

THOMAS TOWNSHIP ADMINISTRATIVE POLICIES

Administrative Policy No:
Effective Date:
Amended:

701 (Page 1 of 1)
April 6, 1998
August 7, 2000
April 12, 2021

Policy Regarding

PARK LATE FEES

~~Late registration fees shall be established by resolution by the Parks & Recreation Commission.~~
may be permitted depending upon participation levels, time of request to rent or participate and other factors as determined by the Township. Late fees will be reviewed and established annually by the Parks and Recreation Commission and the Township Board.



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** April 12, 2021
- **SUBMITTED BY:** Russ Taylor, Township Manager
- **AGENDA TOPIC:** Approve revised job description for DPW Director position.
- **EXPLANATION OF TOPIC:** In the process of reviewing the transition plan for the DPW, we took a closer look at the DPW Director's job description. As a result, we made several minor changes that brought it closer in line with the current expectations of the job. In particular, we added a number of technology related tasks.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Revised job description.
- **POSSIBLE COURSES OF ACTION:** Approve, Amend, Deny or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by _____ supported by _____ to approve the revised DPW Director job description.
- **ROLL CALL VOTE REQUIRED:** No.

DIRECTOR OF PUBLIC WORKS

SUMMARY

Direct the activities of the Public Works Department and related staff in the maintenance of *water and sewer* utilities, equipment, property, *cemetery*, buildings and grounds.

SUPERVISION RECEIVED

Works under the general direction of the Township Manager. Functions within board policy guidelines. Broad discretion and judgment regarding day-to-day operating decisions.

SUPERVISION EXERCISED

Exercises direct supervisory responsibility over laborers and crew leader in a department with a wide variety of responsibilities.

RESPONSIBILITIES AND ESSENTIAL DUTIES AND FUNCTIONS

An employee in this position may be called upon to do any or all of the following essential duties: (These examples do not include all of the duties which the employee may be expected to perform).

1. Plan, organize and direct the activities of the Department of Public Works.
2. Establish work priorities and objectives.
3. Monitor performance of maintenance workers and contractors.
4. Provide technical assistance on operating and maintenance problems.
5. Work with Saginaw Charter Township and the City of Saginaw to assure operation of efficient sewer and water services in the Township.
6. *Oversee all aspects of Owen Cemetery's operations, maintenance, and records.*
7. *Enforce Township's storm water requirements. Maintain records and reports as necessary. Serve as Township's storm water Operator in charge.*
8. Prepare the annual *water, sewer, and cemetery* budgets for this department. Administer approved budgets. Review monthly financial statements and proposed expenditures to assure operation within budgetary constraints and purchasing regulations established by the Board. Adhere to board rules regarding capital outlay expenditures and competitive bidding procedures.

9. Prepare and maintain capital improvement plan and financial forecast for this department. Work with the Township Manager on long range planning requirements and priorities.
10. Act as spokesperson for the Township in response to citizen complaints regarding water and sewer, building and grounds, *cemetery operations*, and sidewalk maintenance.
11. Administer established Township personnel policies for the department. Review employee Step 1 grievances and resolve them *in accordance with* appropriate collective bargaining agreements.
12. With Township Manager, interview and make recommendation to the board to hire job applicants for department openings.
13. Exercise supervisory authority over employees assigned to the department including the right to discipline, recommend termination, assign job duties, schedule paid time off and conduct annual performance evaluations of staff. *Responsible for scheduling all personnel to ensure sufficient staffing to accomplish all departmental work and emergency response 24/7.*
14. Coordinate work with various contractors and regulatory agencies *as needed*.
15. Develop and implement regulatory agency policies.
16. Oversee training programs for department on new procedures and safe work practices.
17. *Develop and maintain the use of technology in the department's operations including but not limited to GIS, SCADA, electronic meter communications, electronic data collection, organization, reporting and storage.*
18. Operate machinery.
19. Attend all regular Township Board meetings and special meetings as required except as excused by the Township Manager.
20. Keep the Township Manager and board informed of department activities through written and oral reports on a monthly basis *or more frequently if needed*.
21. *Prepare and maintain emergency departmental operational procedures. Assist emergency response in the event of community wide disasters.*

22. Perform related duties as required including keeping the public informed through use of the township's web site, *newsletter and social media*.
23. *Oversee all aspects of semi-annual sidewalk inspections and repairs.*

QUALIFICATIONS AND KSAS (Knowledge, Skills and Abilities) FOR EMPLOYMENT

All of the following qualifications, KSA's and duties are essential. An employee in this class, upon appointment, should have the equivalent of the following:

- **Considerable knowledge** of the standard techniques, processes and practices associated with assigned areas to assure sound operational management.
- **Knowledge** of basic accounting and record-keeping procedures to prepare budgets and reports.
- **Skill** in coordinating, assigning and supervising the work of the department
- *Skill in Microsoft Office Programs such as Excel, Word, and PowerPoint.*
- *Skill in community relations.*
- **Ability** to lift and carry 50 pounds on a regular basis. *to complete duty 4, 15.*
- **Ability** to walk, crawl, climb and maneuver where physical mobility is required. *to complete duties 2, 3, 4, 15.*
- **Ability** to operate equipment and power tools.
- **Ability** to work effectively with numbers. *to complete duties 5, 6, 7.*
- **Ability** to communicate effectively. *to complete duty 1-12, 14-18.*
- **Ability** to see well. *to complete duties 2-4 and 15.*
- **Ability** to hear well. *to complete duties 2, 3, 4, 8, 10, 10, 12, 16, 17.*
- *Ability to read and understand construction blueprints.*

REQUIRED TRAINING AND EXPERIENCE:

2 Years of post-secondary education, preferably in Public Administration, Construction Management, Engineering, Technology, Water & Wastewater and 7 years progressively responsible and relevant experience with at least 1 year of administrative or supervisory experience.

Must possess and maintain a valid State of Michigan Water Distribution "S-2" Certification or higher.

Must possess and maintain a valid State of Michigan Driver's License.

Adopted 1/05/98

Revised 5/01/00

Revised 04/04/2011

Revised 4/12/2021



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** April 12, 2021
- **SUBMITTED BY:** Russ Taylor, Township Manager
Steven P Witt, Township Treasurer
Deidre Frollo, Fiscal Services Director
- **AGENDA TOPIC:** Investment/Withdrawal Authorization Resolution 21-05
- **EXPLANATION OF TOPIC:** Annually, the Board passes a resolution authorizing the depositories 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 2020.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:**
Investment/Withdrawal Authorization Resolution 21-05.
- **POSSIBLE COURSES OF ACTION:** Adopt or Not Adopt Resolution.
- **SUGGESTED/REQUESTED MOTION:** Motion by _____ supported by _____ to adopt the Investment/Withdrawal Authorization Resolution 21-05 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 21-05
THOMAS TOWNSHIP
APRIL 12, 2021
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 21-05 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 12th day of April, 2021.

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 12, 2021, 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 12, 2021
- **SUBMITTED BY:** Trevor Schultz, Assistant Director - Department of Public Works
Rick Hopper, Director - Department of Public Works
- **AGENDA TOPIC:** Approve an agreement with Spicer Engineering to survey Owen Cemetery and provide a GIS layer for our new cemetery management software.
- **EXPLANATION OF TOPIC:** DPW has received a cost from Spicer Engineering to complete a survey and GIS layer of Owen Cemetery. The original survey occurred in 1894 and was last updated in 1972. The survey and GIS layer would be integrated into our new BS&A Cemetery Management Module and aid in all cemetery requests.

The survey aspect of this project would utilize modern technology to correctly and accurately determine the borders of the cemetery property, as well as to tie down plot corners through GPS. Currently, attempting to locate corner markers to facilitate the sale of a gravesite, or to accurately identify a location for a burial, is an in-efficient and outdated process. These physical markers are typically buried about 3 inches below grade and being the size of a pop can, require laying out multiple tape measures and typically two laborers to locate. If you try to find them with any frost in the ground whatsoever, it could easily turn into a full day project.

Having these locations tied down with GPS coordinates would allow a single staff member to walk right to the location of the marker, and quickly and easily identify a specific gravesite. From the Cemetery management side, this would also streamline the amount of effort needed to help an individual in locating a grave for purchase, by being able to show them a specific location on an overlay either in our office, or by sending a digital image through email.

We are asking the Board to authorize the agreement with Spicer to complete the cemetery work with a price not to exceed \$19,300. The letter agreement allows for some of this work to be completed by DPW staff by pre-locating corner markers and monuments. Because of our efforts, the final cost should be \$16,050. Any additional costs above that number, up to \$19,300 would have to be approved in writing by the Manager before proceeding.

This expense has been budgeted for in our Cemetery fund, contracted services sub section.

- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Letter agreement from Spicer outlining work and costs.
- **POSSIBLE COURSES OF ACTION:** Approve, not approve, amend or table.
- **SUGGESTED/REQUESTED MOTION:** Motion by _____, supported by _____ to approve an agreement with Spicer Engineering to survey Owen Cemetery and provide a GIS layer for our new cemetery management software.
- **ROLL CALL VOTE REQUIRED?** No.



February 17, 2021

Thomas Township
249 North Miller Road
Saginaw, Michigan 48609
Attn: Rick Hopper

RE: Owens Cemetery Survey and GIS
Thomas Township, Saginaw County, Michigan
Letter Agreement for Professional Services

Rick,

Thank you for the opportunity to work with you on the Owen Cemetery Project. Spicer Group is very familiar with this site as our staff has completed boundary survey for the cemetery and encroachment area along the southerly boundary as well as provided some mapping services.

Project Understanding:

Thomas Township is looking for the location of Lot and Block markers to aid in the generation of a GIS to integrate with their BS&A software for inventory purposes and on-line usage. We are providing a scope, fee and schedule for the services specified.

Scope of Services:

We will provide a survey inventory and location of Lot and Block corners readily available to accurately define Lot and Block limits within the cemetery boundary. The inventory survey of the cemetery will be per your specifications, which will include the following:

I. Inventory Survey

- Research previous survey information for any work performed at the cemetery
- Set up the project for field crew
- Locate Section corners
- Locate available Lot and Block corners.
- Generate a working base map for the placement of Lot and Block lines.
- Discuss any potential discrepancies in the existing base map with corners actually located in the field.
- Deliver a final Drawing showing all Cemetery Lots and Blocks along with the Boundary Survey of the property.

II GIS Creation

- Take the working base map from the "Inventory Survey" and create polygons for every grave plot
- Export the polygon grave plots to an ESRI shapefile
- Join the BS&A unique identifier of each grave plot to each polygon in the shapefile

- Join the existing cemetery database to the newly created shapefile

The fee for our professional surveying services to locate and inventory the blocks and lots of Owens Cemetery will be a lump sum in the amount of **\$14,200**

If the Township would like to help in the location of the monuments by uncovering as many as possible ahead of time, Spicer's fee for professional surveying services to locate and inventory the blocks and lots of Owens Cemetery will be a lump sum in the amount of **\$10,950**

The fee to create the GIS layers needed by BS&A of the Owens cemetery grave plots will be a lump sum in the amount of **\$5,100**

The total fee to locate and create the GIS layers would be **\$19,300** if Spicer is to find and uncover most of the monuments needed.

The total fee to locate and create the GIS layers would be **\$16,050** if Thomas Township is to find and uncover most of the monuments needed ahead of time.

OPTIONAL SERVICES:

- Location of roadways and trees
- Location of utilities servicing the site, i.e., water, storm, sanitary, electric, etc.
- High-resolution aerial imagery of site with 1-inch resolution

Additional services related to this project will be furnished by us after you authorize the work. Our fee for those additional services will be determined at the time they are rendered.

We will submit monthly invoices to you for basic and additional services furnished and for any reimbursable expenses. The fee is a lump sum so the invoices will be based on our estimate of the proportion of total services actually completed at the time of billing.

Attached with this letter is a copy of our general conditions to our basic and additional services which are hereby incorporated into and made part of this letter agreement by reference. Any changes to the agreement in this letter must be agreed to in writing by both parties.

If you approve of this proposal, please acknowledge your approval by signing the enclosed copy in the space provided and return it to our office.

We deeply appreciate your confidence in our firm, and we are looking forward to working with you on this project.

Sincerely,



Jeremy R. Dancer, PS
Project Manager / Staff Surveyor III
SPICER GROUP, INC
230 S. Washington Avenue
Saginaw, MI 48607
Phone: (989) 763-2837
mailto: jeremyd@spicergroup.com

Above proposal accepted and approved
by Owner.

THOMAS TOWNSHIP

By: _____
Authorized Signature

February 17, 2021
Page 3 of 3

Date: _____



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** April 12, 2021
- **SUBMITTED BY:** Trevor Schultz, Assistant Director - Department of Public Works
Rick Hopper, Director - Department of Public Works
- **AGENDA TOPIC:** Approve agreement with McDonald Ford to purchase three (3) 2021 F250 Trucks for DPW's Fleet, while trading in three trucks purchased last fiscal year for new.
- **EXPLANATION OF TOPIC:** In the 2020/21 fiscal year, DPW entered into an agreement with McDonald Ford for purchasing fleet trucks. The agreement states that when Thomas Township purchases fleet trucks, McDonald Ford will purchase them back for the original price a year later. Trading these trucks back in and then replacing them with new allows the department to minimize vehicle maintenance costs over the entirety of the agreement by always having our primary vehicles under factory warranty.

In January 2021, DPW asked for and received permission from the Board to give McDonald Ford our purchase commitment for the 2021-22 fiscal year. In that letter, we committed to purchasing six (6) new 2021 F250 trucks. Because we are trading in three (3) trucks that were purchased last year, we are actually only buying three (3) new trucks. The exact cost for the three new trucks is \$89,304. This is the same vehicle price that we paid for the three (3) trucks purchased last year.

Looking forward into the future, the purchase of these trucks in 2021 allows us to fully experience the benefits of this agreement. In all subsequent years, we will ideally be trading back six (6) trucks, and receiving six (6) new. The only continual cost to the Township on a year-to-year basis under this program may be the potential truck cost increase and the incidental costs to purchase and install new decals on the new vehicles.

This purchase was budgeted for in the Water and Sewer Capital Outlay funds and will be split equally between each fund.

- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Invoice from McDonald Ford, Buy-Back program agreement, Commitment Letter from January.
- **POSSIBLE COURSES OF ACTION:** Approve, not approve, amend or table.
- **SUGGESTED/REQUESTED MOTION:** Motion by _____, supported by _____ to Approve agreement with McDonald Ford to purchase three (3) 2021 F250 Trucks for DPW's Fleet, while trading in three trucks purchased last fiscal year for new.
- **ROLL CALL VOTE REQUIRED?** No.



**Thomas Township
249 North Miller Rd
Saginaw, MI 49609**

**Date 4/05/2021
INVOICE #13510**

2021 Ford F-250

SELLER

VIN:

**1FTBF2B61MED49472
1FTBF2B63MED49473
1FTBF2B65MED49474
White**

**MCDONALD FORD INC
6790 MIDLAND RD
FREELAND, MI 48623**

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

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
3	2021 F-250	\$29,768	\$89,304
SUBTOTAL			\$89,304.00
PAID			
SHIPPING & HANDLING			
BALANCE DUE			\$89,304.00

Thank you for your business!

McDonald Ford – Thomas Township

2021-22 MUNICIPAL VEHICLE BUY-BACK PROGRAM

<u>VEHICLE</u>	<u>VIN NUMBER:</u>
Ford F250	1FTBF2B61MED49472
Ford F250	1FTBF2B63MED49473
Ford F250	1FTBF2B65MED49474
Ford F250	1FTBF2B67MED49475
Ford F250	1FTBF2B69MED49476
Ford F250	1FTBF2B6XMED49471

McDonald Ford offers to BUY-BACK the municipal vehicles 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.



DEPARTMENT OF PUBLIC WORKS

January 6, 2021

Tom McDonald - Owner
McDonald Ford
6790 Midland Rd.
Freeland, MI 48623

Tom:

At the Board Meeting held January 5th, 2020, the Thomas Township Board of Trustees have authorized the purchase of 6 (six), 2021 Ford F250 Super Duty trucks to be used in the Department of Public Works' fleet. The approved cost per vehicle is to be the agreed upon amount of \$29,768 per truck.

Thomas Township will pay for, and take possession of these vehicles at the turn of the fiscal year, which will be sometime after April 1, 2021.

Sincerely,

Russell Taylor
Thomas Township Manager



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** April 12, 2021
- **SUBMITTED BY:** Russ Taylor, Township Manager
Deidre Frollo, Fiscal Services Director
- **AGENDA TOPIC:** Approve the selected health and disability carriers.
- **EXPLANATION OF TOPIC:** Typically every 3 years the Township requests our employee benefits account executive to develop and submit a RFP for medical, vision, dental and life/AD&D and disability insurances. In February, Melissa Ramos from Brown & Brown of Central Michigan created the RFP and submitted it to carriers on the Townships behalf. A summary of the results are as follows:
 - **Medical & prescription coverage** – Quotes were requested from BCBSM, Blue Care Network(BCN), Health Alliance Plan(HAP) and Priority Health. Each carrier did submit quotes. Although each carrier did submit quotes that would have resulted in a cost savings to the Township; these savings would result in a reduction/change in benefits resulting in increased costs to the employees along with the potential for a disruption in coverage as the provider network varies from carrier to carrier. Many of these plans would not have met the health insurance section of the union contracts. Our current provider BCBSM provided a quote that would increase the cost to the township by approximately 5.31% while keeping the benefits the same and in compliance with the SEIU and POAM contracts
 - BCN submitted three plan options two of which included a co-insurance of 20-30% after the deductible. This is a variance from the current plan as currently there is no co-insurance after the deductible and does not align with the coverage criteria according to the SEIU and POAM union contracts. The third option is a non HSA qualifying plan. This plan would also not be in-line with the criteria of the SEIU and POAM contracts.
 - HAP submitted seven plan options four of which would represent a cost saving to the township. Of these four plans three of them are HMOs which would be a deviation from the current PPO plan that the Township currently has. The HAP PPO plan that would be a cost savings to the township includes a 20% co-insurance after the deductible and would not align with the coverage criteria included in the SEIU and POAM union contracts.
 - Priority Health submitted seven plan options two of which would represent a cost savings to the Township. One of the plans is a HMO that includes a co-insurance amount of 10% after the deductible. This plan would not align with

the coverage criteria included in the SEIU and POAM union contracts. The second is also a HMO plan which would be a deviation for the current PPO plan.

Many of the plans that would be a reduction in cost the Township are HMO plans. Some of the main differences between a HMO and a PPO are:

- In an HMO members would have no coverage if they were to receive services from an out-of-network provider.
- Only emergency services are covered outside of Michigan / out-of-network.
- Members are required to name a Primary Care Physician (PCP) in the BCN system under an HMO.
- Members will need a referral from their PCP in order to seek services from a specialist.
- There could be some disruption in network coverage if the Township switches to a BCN plan as not all providers are required to participate with both BCBSM and BCN.
- The BCN plan is not a high deductible health plan so members would not be able to contribute to a Health Savings Account

- **Dental Insurance** – Quotes were requested from Delta Dental, Standard, BCBSM, Guardian and MetLife. All carriers presented quotes with BCBSM being the highest annual savings. Upon evaluating the BCBSM proposal it was determined that this quote did not include orthodontia coverage along with some services would result in a change of class and in turn a cost increase to the employees. A second request was sent to BCBSM for a quote that included the orthodontia coverage and a clarification of the classification of the services and the coverage percentages. At the same time a request was sent to Delta Dental asking if they would reconsider their rates. Delta Dental did adjust their rates to include a 5% cost reduction based on the 2020/21 rates.
- **Vision** – Quotes were received from BCBSM, EyeMed, Standard, Guardian and MetLife. The renewal rate for BCBSM represents a cost savings of approximately 7.74% over the 2020/21 rates. All other carriers' quotes would have been an increase in cost to the Township. This is due in large part to the individual rates required for small groups by the affordable care act. Currently all dependents ages 0-18 are not charged for vision coverage under the BCBSM as vision is included in the health insurance rates. Switching carriers would have added a monthly cost for all dependents ages 0-18 with no reduction in the health insurance rates.
- **Life/AD&D & Short/Long Term Disability** – Quotes were sent out to National Insurance Services (NIS), The Standard, The Hartford and MetLife along with two others that declined to provide a quote due to the number of police officers included in the group. Our current carrier NIS provided a three year rate guarantee along with a reduction in the cost of the long term disability. This results in a cost savings of 5% annually with no increase for the next three years.

After review of the results of the RFP for health, vision, dental and life/AD&D and disability insurance we are recommending that the board accept the rates that were provided by the current carriers of the Township. Those being, BCBSM for Health & Vision insurance, Delta Dental for dental insurance and NIS for Life/AD&D and disability insurance.

- **MATERIAL ATTACHED AS SUPPORTING INFORMATION:** Copy of the results of the RFP for medical, vision, dental insurances along with life and disability as submitted by Brown & Brown of Central Michigan.
- **POSSIBLE COURSES OF ACTION:**
Accept/not accept the results of the RFP for BCBSM for medical and vision coverage, Delta Dental for dental coverage and Madison National Life for life/AD&D and disability coverage as submitted by Brown & Brown of Central Michigan.
- **SUGGESTED/REQUESTED MOTION:**
Motion by _____ supported by _____ to accept the results of the RFP for medical, vision, dental and life/AD&D and disability insurances as submitted by Brown & Brown of Central Michigan
- **ROLL CALL VOTE REQUIRED?** No



THOMAS TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** April 12, 2021
- **SUBMITTED BY:** Rick Hopper, Director of Public Works
- **AGENDA TOPIC:** Consider and Approve Text Amendment # 21-G-02 amending Sections 3.6.1 “c”; 6.3.4 “a”; 6.3.5 “c”; 6.3.6 “d”; 6.3.7 “a”, “e” and “f”; and Section 6.3.10 of the Thomas Township Cemetery Ordinance 97-G-10.
- **EXPLANATION OF TOPIC:** During a review of the current Cemetery Ordinance, we have found a number of non-defined issues that need to be further clarified by amending the text of the ordinance. Most of the text changes revolve around the new columbarium and the increasing use of cremation in burials or inurnments. Section 6.3.1 “c” adds language defining a columbarium niche. Section 6.3.4 “a” clarifies the past resident fees assessed for purchasing or transferring rights of burial. Section 6.3.5 “c” further clarifies how the opening and closing of graves and niches are handled when two (2) or more sites are opened at the same time, for the same individual(s). Section 6.3.6 “d” clarifies the foundation charges assessed to past residents. Section 6.3.7 “a” clarifies the burial or inurnment of cremated remains in a grave or niche; “e” clarifies the identification of cremains when inurned; and “f” adds language prohibiting pet remains from the burial sites or niches. Finally, Section 6.3.10 adds language that sets a minimal cost that the Township will reimburse a current, rights of burial owner should they decide to sell those rights back to the Township and no cost can be determined from our records. Thomas Township Attorney Otto Brandt has drafted the attached text amendment. The Policy Committee has reviewed and approved these text changes.
- **MATERIALS ATTACHED:** A copy of the text amendment as well as Ordinance No. 97-G-10.
- **POSSIBLE COURSES OF ACTION:** Approve, reject or amend the text amendments to each section of the Cemetery Ordinance as recommended.
- **RECOMMENDED ACTION:** Motion by _____, supported by _____, to approve the Text Amendment # 21-G-02 amending Sections 3.6.1 “c”; 6.3.4 “a”; 6.3.5 “c”; 6.3.6 “d”; 6.3.7 “a”, “e” and “f”; and Section 6.3.10 of the Thomas Township Cemetery Ordinance, 97-G-10.
- **ROLL CALL VOTE REQUIRED:** Yes

CHAPTER 3 - TOWNSHIP CEMETERY
SECTION:

6-3-1: - TITLE:

This Ordinance shall be known and cited as the *THOMAS TOWNSHIP CEMETERY ORDINANCE*.

(Ord. 97-G-10, 5-5-1997, eff. 6-13-1997)

6-3-2: - DEFINITIONS OF CEMETERY LOTS AND BURIAL SPACES:

- A. A cemetery lot shall consist of burial space sufficient to accommodate from one to eight (8) burial spaces.
- B. An adult burial space shall consist of a land area four feet wide and eight feet in length (4' x 8').
- C. A Columbarium Niche shall consist of inurnment space sufficient to accommodate at least two (2) sets of adult cremated remains.

(Ord. 97-G-10, 5-5-1997, eff. 6-13-1997)

6-3-3: - SALE OF LOTS OR BURIAL SPACES:

- A. Sale To Residents; Exception: Hereafter, cemetery lots or burial spaces shall be sold only to residents or taxpayers of the Township for the purpose of the burial of such purchaser or his or her heirs at law or next of kin. No sale shall be made to funeral directors or others than as heretofore set forth. The Township Clerk, however, is hereby granted the authority to vary the aforesaid restriction on sales where the purchaser discloses sufficient personal reason for burial within the Township through previous residence in the Township or relationship to persons interred therein.
- B. Form: All such sales shall be made on a form approved by the Township Board, which grants a right of burial only and does not convey any other title to the lot or burial space sold. Such form shall be executed by the Township Clerk.
- C. Transfer Of Burial Rights: Burial rights may be transferred to those persons eligible to be original purchasers of cemetery lots or burial spaces within the Township and may be effected only by endorsement of an assignment of such burial permit upon the original burial permit form issued by the Township Clerk, approved by said Clerk, and entered upon the official records of said Clerk. Upon such assignment, approval and record, said Clerk shall issue a new burial permit to the assignee and shall cancel and terminate upon such records, the original permit thus assigned.

(Ord. 97-G-10, 5-5-1997, eff. 6-13-1997)

6-3-4: - PURCHASE PRICE AND TRANSFER FEES:

- A. Charges Established: Purchase price and transfer fees shall be established and set from time to time by a resolution of the Township Board. "Past Resident" grave or niche purchase and burial rights transfer fees shall be 150% of the purchase price and transfer fee established by Resolution of the Township Board.
- B. Payment And Disposition Of Charges: The foregoing charges shall be paid to the Township Treasurer and shall be deposited in the General Fund.
- C. Changes In Charges: The Township Board, by resolution, shall periodically establish fees to accommodate increased costs and needed reserve funds for cemetery maintenance and acquisition.

(Ord. 97-G-10, 5-5-1997, eff. 6-13-1997)

6-3-5: - GRAVE OPENING CHARGES:

- A. Charges Established: The opening and closing of any burial space, prior to and following a burial therein, and including the interment of ashes, shall be at a cost to be determined from time to time by resolution of the Township Board, payable to the Township.
- B. Authority To Open And Close Graves: No burial spaces shall be opened and closed except under the direction and control of the DPW Superintendent. This provision shall not apply to proceedings for the removal and reinterment of bodies and remains, which matters are under the supervision of the State and/or County agencies.

C. Multiple interments, burial or inurnments of cremated remains shall be charged independent opening and closing fees established by Resolution of the Township Board.

(Ord. 97-G-10, 5-5-1997, eff. 6-13-1997)

6-3-6: - MARKERS OR MEMORIALS:

- A. Materials: All markers or memorials must be of stone or other equally durable composition.
- B. Foundation Required For Large Monuments: Any large upright monuments must be located upon a suitable foundation, as determined by DPW Superintendent, to maintain the same in an erect position.
- C. Number: Only one monument, marker or memorial shall be permitted per burial space.
- D. Construction And Cost Of Foundations: The footing or foundation upon which any monument, marker or memorial must be placed shall be constructed by the Township at cost to the owner of the burial right. Foundations costs for "Past Residents" shall be 150% of the foundation fee established by Resolution by the Township Board.

(Ord. 97-G-10, 5-5-1997, eff. 6-13-1997)

6-3-7: - INTERMENT REGULATIONS:

- A. Number Per Space: Only one person may be buried in a burial space except for an adult and an infant or two (2) children buried at the same time. Two (2) sets of cremated remains may be buried in a single burial space at the discretion of the DPW Superintendent or the Township Clerk. The amount of cremated remains inurned in a Niche shall be at the discretion of the DPW Superintendent or Township Clerk.
- B. Notice Of Funeral: Not less than thirty six (36) hours' notice shall be given in advance of any time of any funeral to allow for the opening of the burial spaces.
- C. Required Information And Documents: The appropriate permit for the burial space involved, together with appropriate identification of the person to be buried therein, where necessary, shall be presented to either the DPW Superintendent or the Township Clerk prior to interment. Where such permit has been lost or destroyed, the Township Clerk shall be satisfied, from his or her records or with written permission from the owner of a lot that the person to be buried in the burial space is an authorized and appropriate one before any interment is commenced or completed.
- D. Maintenance Of Grave Sites: All graves shall be located in an orderly and neat appearing manner within the confines of the burial space involved.

E. All cremated remains must be in a containerized device suitable for burial or inurnment. If cremated remains are inurned in a niche, each set of cremated remains shall be identified on the container. The uncontained burial, interment, inurnment or spreading of cremated remains shall not be allowed.

F. No pet remains shall be buried, inurned or interred on or in any burial site or niche.

(Ord. 97-G-10, 5-5-1997, eff. 6-13-1997)

6-3-8: - GROUND MAINTENANCE:

- A. Excavations: No grading, leveling, or excavating upon burial space shall be allowed without the permission of the DPW Superintendent.
- B. Planting Vegetation: No flowers, shrubs, trees or vegetation of any type shall be planted without the approval of the DPW Superintendent. Any of the foregoing items planted without such approval may be removed by the Township.
- C. Township May Remove or Trim Vegetation: The Township Board reserves the right to remove or trim any tree, plant or shrub located within the cemetery in the interest of maintaining proper appearance and use of the cemetery.
- D. Mounds Prohibited: Mounds which hinder the free use of a lawn mower or other gardening apparatus are prohibited.
- E. Removal Of Vegetation And Decorations: The DPW Superintendent shall have the right and authority to remove and dispose of any and all growth, emblems, displays or containers therefor that through decay, deterioration, damage or otherwise have become unsightly, a source of litter or a maintenance problem.
- F. Fencing Grave Sites Prohibited: Fencing, curbing and coping around grave sites are prohibited.
- G. Surface Restrictions: Surfaces other than earth or sod are prohibited.
- H. Refuse Disposal: All refuse of any kind or nature including, but not limited to, dried flowers, wreaths, papers, balloons, and flower containers must be removed or deposited in containers located within the cemetery.

(Ord. 97-G-10, 5-5-1997, eff. 6-13-1997)

- I. Removal Of Winter Decorations: All grave blankets, wreaths, and other winter decorations must be removed by April 1.

(Ord. 06-G-06, 5-1-2006, eff. 6-10-2006)

6-3-9: - FORFEITURE OF VACANT CEMETERY LOTS OR BURIAL SPACES:

Cemetery lots or burial spaces sold after the effective date of the ordinance and remaining vacant forty (40) years from the date of their sale shall automatically revert to the Township upon occurrence of the following events:

- A. Notice: Notice shall be sent by the Township Clerk by first class mail to the last known address of the last owner of record informing him of the expiration of the forty (40) year period and that all rights with respect to said lots or spaces will be forfeited if he does not affirmatively indicate in writing to the Township Clerk within sixty (60) days from the date of mailing of the within notice his desire to retain said burial rights.
- B. No Response To Notice: No written response to said notice indicating a desire to retain the cemetery lots or burial spaces in question is received by the Township Clerk from the last owner of record of said lots or spaces, or his heirs or legal representative, within sixty (60) days from the date of mailing of said notice.

(Ord. 97-G-10, 5-5-1997, eff. 6-13-1997)

6-3-10: - REPURCHASE OF LOTS OR BURIAL SPACES:

The Township will repurchase any cemetery lots or burial space from the owner for the original price paid the Township upon written request of said owner or his legal heirs or representatives. Where no original price can be determined, the Township shall set a minimal price for repurchase of burial rights. The repurchase price shall be equal to the amount set in Schedule of Fees as set by Resolution by the Township Board.

(Ord. 97-G-10, 5-5-1997, eff. 6-13-1997)

April 12, 2021

ORDINANCE NO. 21-G-02

THOMAS TOWNSHIP SAGINAW COUNTY, MICHIGAN

AN ORDINANCE TO AMEND SECTION 6-3-2, "DEFINITIONS OF CEMETERY LOTS AND BURIAL SPACES"; SECTION 6-3-4, "PURCHASE PRICE AND TRANSFER FEES"; SECTION 6-3-5, "GRAVE OPENING CHARGES"; SECTION 6-3-6, "MARKERS OR MEMORIALS"; SECTION 6-3-7, "INTERMENT REGULATIONS"; AND SECTION 6-3-10, "REPURCHASE OF LOTS OR BURIAL SPACES" OF CHAPTER 3 "TOWNSHIP CEMETERY", OF TITLE 6, "PUBLIC WAYS AND PROPERTY" OF ORDINANCE NO. 98-G-05, "CODE OF THE TOWNSHIP OF THOMAS; TO PROVIDE FOR REPEAL AND SAVINGS PROVISIONS; AND TO PROVIDE FOR PUBLICATION AND EFFECTIVE DATE.

THOMAS TOWNSHIP, SAGINAW COUNTY, MICHIGAN ORDAINS:

Amendment of Section 6-3-2, "Definitions of Cemetery Lots and Burial Spaces:

Section 1. That Section 6-3-2, "Definitions Of Cemetery Lots And Burial Spaces" of Chapter 3, "Township Cemetery" of Title 6, "Public Ways And Property" of Ordinance No. 98-G-05, "Code Of The Township Of Thomas" is hereby amended to read as follows:

6-3-2: DEFINITIONS OF CEMETERY LOTS AND BURIAL SPACES:

- A. A cemetery lot shall consist of burial space sufficient to accommodate from one to eight (8) burial spaces.
- B. An adult burial space shall consist of a land area four feet wide and eight feet in length. (4' X 8')
- C. A Columbarium Niche shall consist of inurnment space sufficient to accommodate at least two (2) sets of adult cremated remains.

Amendment Of Section 6-3-4, "Purchase Price And Transfer Fees":

Section 2. That Section 6-3-4, "Purchase Price And Transfer Fees" of Chapter 3 "Township Cemetery" of Title 6, "Public Ways And Property" of Ordinance No. 98-G-05, "Code Of The Township Of Thomas" is hereby amended to read as follows:

6-3-4: - PURCHASE PRICE AND TRANSFER FEES:

- A. Changes Established: Purchase price and transfer fees shall be established and set from time to time by a resolution of the Township Board. "Past Resident" grave or niche purchase and burial rights transfer fees shall be

150% of the purchase price and transfer fee established by Resolution of the Township Board.

- B. Payment and Disposition of Charges: The foregoing charges shall be paid to the Township Treasurer and shall be deposited in the General Fund.
- C. Changes in Charges: The Township Board, by resolution, shall periodically establish fees to accommodate increased costs and needed reserve funds for cemetery maintenance and acquisition.

Amendment of Section 6-3-5, "Grave Opening Charges":

Section 3. That Section 3, "Grave Opening Charges" of Chapter 3, "Township Cemetery" of Title 6, "Public Ways And Property" of Ordinance No. 98-G-05, "Code Of The Township Of Thomas" is hereby amended to read as follows:

6-3-5: - GRAVE OPENING CHARGES:

- A. Charges Established: The opening and closing of any burial space, prior to and following a burial therein, and including the interment of ashes, shall be at the cost to be determined from time to time by resolution of the Township Board, payable to the Township.
- B. Authority To Open And Close Graves: No burial spaces shall be opened and closed except under the direction and control of the DPW Superintendent. This provision shall not apply to proceedings for the removal and reinterment of bodies and remains which matters are under the supervision of the State and/or County agencies.
- C. Multiple interments, burial or inurnments of cremated remains shall be charged independent opening and closing fees established by Resolution of the Township Board.

Amendment of Section 6-3-6, "Markers Or Memorials":

Section 4. That Section 6-3-6, "Markers Or Memorials" of Chapter 3 "Township Cemetery" of Title 6, "Public Ways And Property" of Ordinance No. 98-G-05, "Code Of The Township Of Thomas" is hereby amended to read as follows:

6-3-6: - MARKERS OR MEMORIALS:

- A. Materials: All markers or memorials must be of stone or other equally durable composition.

- B. Foundation Required For Large Monuments: Any large upright monuments must be located upon a suitable foundation, as determined by DPW Superintendent, to maintain the same in an erect position.
- C. Number: Only one monument, marker or memorial shall be permitted per burial space.
- D. Construction And Cost Of Foundations: The footing or foundation upon which any monument, marker or memorial must be placed shall be constructed by the Township at cost to the owner of the burial right. Foundations costs for "Past Residents" shall be 150% of the foundation fee established by Resolution by the Township Board.

Amendment Of Section 6-3-7, "Interment Regulations":

Section 5. That Section 6-3-7, "Interment Regulations" of Chapter 3, "Township Cemetery" of Title 6, "Public Ways And Property" of Ordinance No. 98-G-05, "Code Of The Township Of Thomas" is hereby amended to read as follows:

6-3-7: - INTERMENT REGULATIONS:

- A. Number Per Space: Only one person may be buried in a burial space except for an adult and an infant or two (2) children buried at the same time. Two (2) sets of cremated remains may be buried in a single burial space at the discretion of the DPW Superintendent or the Township Clerk. The amount of cremated remains inurned in a Niche shall be at the discretion of the DPW superintendent or Township Clerk.
- B. Notice Of Funeral: Not less than thirty six (36) hours' notice shall be given in advance of any time of any funeral to allow for the opening of the burial spaces.
- C. Required Information And Documents: The appropriate permit for the burial space involved, together with appropriate identification of the person to be buried therein, where necessary, shall be presented to either the DPW Superintendent or the Township Clerk prior to interment. Where such permit has been lost or destroyed, the Township Clerk shall be satisfied, from his or her records or with written permission from the owner of a lot that the person to be buried in the burial space is an authorized and appropriate one before any interment is commenced or completed.
- D. Maintenance Of Grave Sites: All graves shall be located in an orderly and neat appearing manner within the confines of the burial space involved.
- E. All cremated remains must be in a containerized device suitable for burial or inurnment. If cremated remains are inurned in a niche, each set of cremated

remains shall be identified on the container. The uncontained burial, interment, inurnment or spreading of cremated remains shall not be allowed.

- F. No pet remains shall be buried, inurned or interred on or in any burial site or niche.

Amendment of Section 6-3-10, "Repurchase Of Lots And Burial Space":

Section 6. That Section 6-3-10, "Repurchase Of Lots And Burial Space" of Chapter 3 "Township Cemetery" of Title 6, "Public Ways And Property" of Ordinance No. 98-G-05, "Code Of The Township Of Thomas" is hereby amended to read as follows:

6-3-10: - REPURCHASE OF LOTS OR BURIAL SPACES:

The Township will repurchase any cemetery lots or burial space from the owner for the original price paid the Township upon written request of said owner or his legal heirs or representatives. Where no original price can be determined, the Township shall set a price for repurchase of burial rights. The repurchase price shall be equal to the amount set in Schedule of Fees as set by Resolution by the Township Board.

Repeal and Saving Provisions:

Section 7. 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 8. That this ordinance shall become effective thirty (30) days after publication thereof.

Robert Weise, Supervisor

Edward Brosowski, Clerk



THOMAS TOWNSHIP BOARD AGENDA ITEM

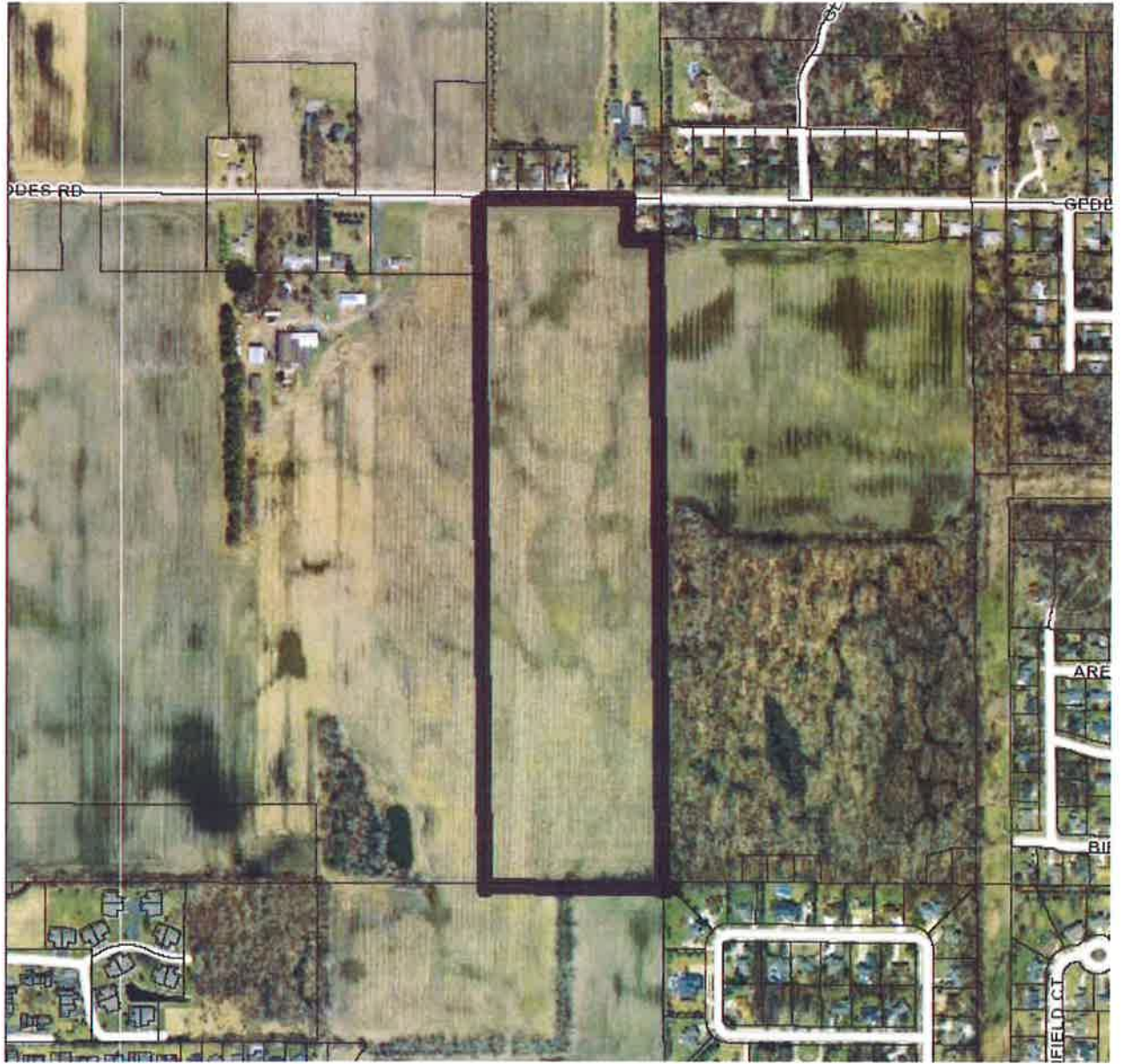
- **MEETING DATE:** April 12, 2021
- **SUBMITTED BY:** Dan Sika, Community Development Director
- **AGENDA TOPIC:** Rezoning request for parcel 28-12-3-23-3000-002; also known as 8725 Geddes Road, from A-1; Primary Agriculture and Conservation Development District to R-1; Residential One-Family, Low Density District.
- **EXPLANATION OF TOPIC:** Thomas Township has received a request from Great Lakes Homes to rezone a vacant parcel of land located on Geddes Road, about ¼ mile west of N. Miller Road, from A-1; Primary Agriculture and Conservation Development District to R-1; Residential One-Family, Low Density District. The Thomas Township Planning Commission held a public hearing on March 17, 2021 to review the request and to hear any public comment.

The Planning Commission determined that the Township Master Plan Future Land Use Map indicated that the land in question could be re-zoned to low density residential, which it is show on the map. The Future Land Use Map is the Township guide when someone request a re-zoning. The parcel in question is about 40 acres in size and has frontage on Geddes Road. Utilities are available if it were to be developed. The proposed re-zoning was sent to the Township Attorney for review and comment. The Planning Commission voted to recommend the proposed rezoning of parcel #28-12-3-23-3000-002 and has sent that recommendation onto the Township Board for final review and vote.

- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** An aerial map of the parcel, copies of the Zoning Ordinance for both zoning districts and a copy of the Future Land Use map.
- **POSSIBLE COURSES OF ACTION:** Motion by _____, supported by _____, to approve/deny the requested re-zoning of parcel #28-12-3-23-3000-002 from its current A-1 zoning to R-1 zoning.
- **RECOMMENDED ACTION:** Based on the Planning Commission review and their recommendation to approve the re-zoning, I recommend that the Township Board vote to

approve the re-zoning of the parcel from A-1; Primary Agriculture and Conservation Development District to R-1; Residential One-Family, Low Density District due in part because it is consistent with the community Master Plan Future Land Use Map and the parcel has access to utilities for development.

- **ROLL CALL VOTE REQUIRED:** Yes



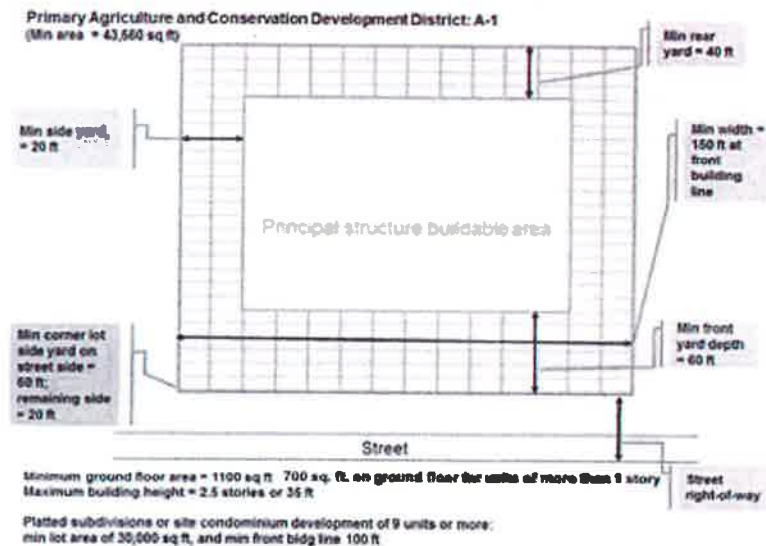
SECTION 9.1. - A-1 PRIMARY AGRICULTURE AND CONSERVATION DEVELOPMENT DISTRICT.

TABLE 14—A-1 PRIMARY AGRICULTURE AND CONSERVATION DEVELOPMENT DISTRICT USES

Uses by Right	Uses By Special Permit
• Accessory use	• Airport and commercial landing strips
• Cemeteries, public and private	• Drilling, operating and maintenance of wells
• Childcare organizations	• Golf courses, country clubs, driving ranges
• Conservation areas and structures, public and private	• Grain and seed elevators and sales
• Farming, forestry, field crops, orchards, horticulture, tree nurseries, livestock raising, animal feeding operations	• Greenhouses and nurseries selling retail on premises
• Home occupations	• Kennels, veterinary hospitals, animal clinics
• Institutions: Religious	• Livestock auction yards
• Parks and recreation facilities, public and private	• Non-motorized race tracks
• Roadside stands selling products grown by the property owner	• Production of fur-bearing animals for profit
• Single-family dwelling	• Quasi-public uses
• Farm Manager dwelling	• Riding stables
• Specialized farming including raising of small animals and livestock	• Sand, gravel or clay pits and quarries

<ul style="list-style-type: none"> • Yard, rummage or garage sale 	<ul style="list-style-type: none"> • Seasonal labor housing complex associated with agricultural enterprise
<ul style="list-style-type: none"> • On Site Wind Energy System (Building Mounted Wind Turbine; Small Tower Wind Turbine) 	<ul style="list-style-type: none"> • Shooting ranges
	<ul style="list-style-type: none"> • Solar farm

FIGURE 5 A-1 PRIMARY AGRICULTURAL AND CONSERVATION DEVELOPMENT DISTRICT DIMENSIONS



(A) Farm Manager Dwelling:

- 0 Bedrooms=600 sq. ft.
- 1 bedroom=800 sq. ft.
- 2 bedrooms=1,000 sq. ft.
- 3 bedrooms=1,200 sq. ft.
- 4 bedrooms=1,400 sq. ft.

SECTION 10.1. - R-1 RESIDENTIAL ONE-FAMILY, LOW DENSITY DISTRICT.

TABLE 18 R-1 RESIDENTIAL ONE-FAMILY DISTRICT USES

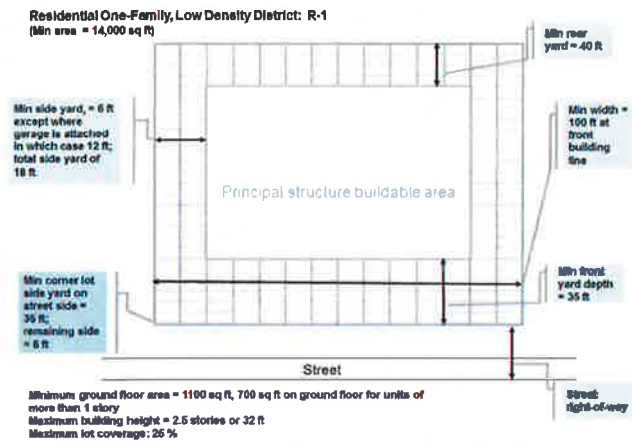
Uses By Right

- Accessory use
- Cemeteries, public and private
- Home Occupations
- Institutions: Religious
- Multi-unit housing for personnel when attached to a religious institution or school
- Parks and recreation facilities, public and private
- Quasi-public facility
- Single-family dwellings
- Yard, rummage, or garage sale
- Cemeteries, public and private; Quasi-public facility

Uses by Special Permit

- Cemeteries, public and private
- Golf courses, country clubs and driving ranges
- Institutions: Educational, Human care
- Planned unit development
- Public buildings and utility installations and buildings
- Quasi-public facility

FIGURE 7 R-1 RESIDENTIAL ONE-FAMILY DISTRICT DIMENSIONS



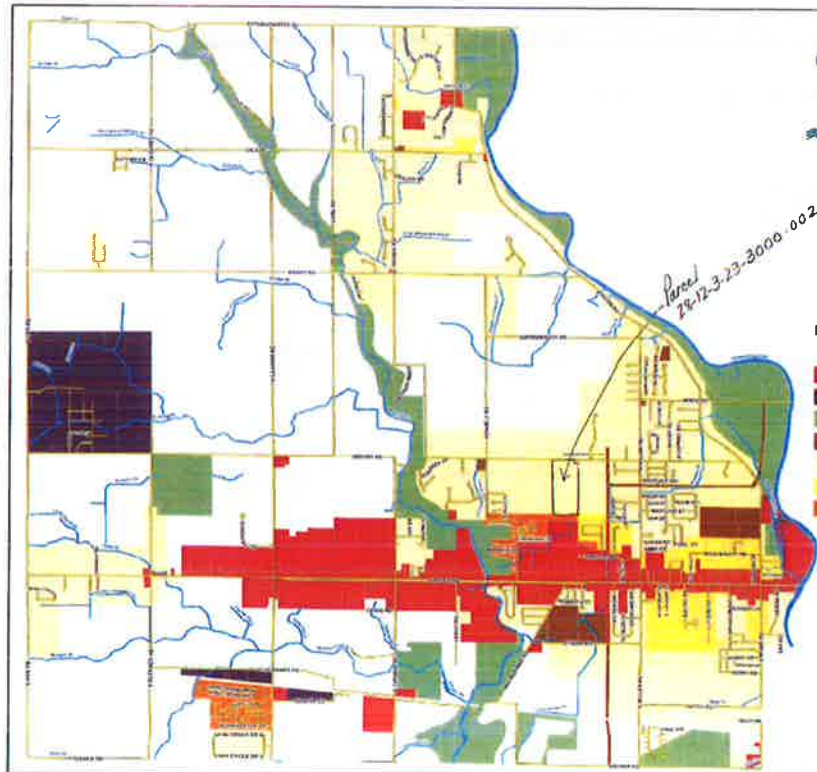


Future Land Use

Legend

Future Land Use

- Agriculture - 10,516 acres
- Commercial - 1,554 acres
- Industrial - 699 acres
- Open Space / Conservation - 1,789 acres
- Public / Semi-Public - 249 acres
- Low Density Residential - 4,462 acres
- Medium Density / Multi Family Residential - 416 acres
- High Density Residential - 233 acres



Created 1/22/2021



THOMAS TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** April 12th, 2021
- **SUBMITTED BY:** Jill Peters, Thomas Township Assessor
- **AGENDA TOPIC** Administrative Policy Amendment to Policy #900
- **EXPLANATION OF TOPIC:** As part of new laws that have recently been put in place per the State of MI and State Tax Commission, our current Poverty Exemption Policy requires and update to be considered within lawful terms as set forth by the State Tax Commission.
-
- **MATERIALS ATTACHED:** Updated Poverty Exemption Policy
- **POSSIBLE COURSES OF ACTION:** Approve, reject or amend
- **RECOMMENDED ACTION:** Motion by _____, supported by _____, to approve amendments to Administrative Policy #900, Poverty Exemption Policy and Procedure.
- **ROLL CALL VOTE REQUIRED:** No.

THOMAS TOWNSHIP ADMINISTRATIVE POLICIES

Administrative Policy No:

900 (Page 1 of 5)

Effective Date:

February 1, 1999

Amended:

April 12, 2021

Policy Regarding

POVERTY EXEMPTIONS

POVERTY EXEMPTION POLICY AND PROCEDURE

Pursuant to MCL 211.7.u, **local units are required to annually adopt a policy, including an asset test, used to approve or deny exemptions.** The Thomas Township Board has established the following procedures and criteria for the uniform application and determination of poverty exemptions to be administered by the Township Board of Review **as required under MCL 211.7.u. MCL 211.7.u provides for a property tax exemption, in whole or in part, for the principal residence of persons who, by reason of poverty, are unable to contribute to the public charges. A Principal Residence is defined in MCL 211.7dd as a principal residence or qualified agricultural property. Corporations or limited liability companies will not qualify for an exemption.**

1. ~~Any property owner of Homestead Property~~ **Any person owning and occupying a home as a principal residence**, as defined by state law may apply for a poverty exemption by submitting the required petition and application to the Board of Review during the March session. ~~A copy of that application must be submitted at least one week before the Board of Review to the Township Assessor.~~ **The forms may be submitted to the local assessing unit on or after January 1 but before the day prior to the last day of the December Board of Review during the year in which the exemption is requested. If requested by the Township Assessor, Supervisor or Board of Review members the applicant will appeal in person, otherwise the application and petition to the Board of Review (Form L-4035) will act as a letter of appeal and no appearance shall be required.**

2. The burden of proving poverty rests with the applicant. **The application form may be obtained from the local unit where the property is located during the year in which the exemption is being requested.** The applicant must supply the necessary application and supporting documents as required by this policy and procedure statement. Those documents shall include **(please include this information for ALL household members 18 years old and over):**

- ~~A. The completed, notarized application for the poverty exemption.~~
- ~~B. The most recent (immediate preceding year) Michigan Income Tax Return with all attachments including the MI-1040 CR.~~
- ~~C. The most recent (immediate preceding year) Federal Income Tax Return with all attachments.~~
- A. The completed application, Form 5737 Application for Poverty Exemption.**
- B. The most recent (immediate preceding year) Michigan and Federal Income Tax Return with all attachments including the MI-1040 CR OR Form 4988 if they did NOT complete tax returns for the previous two (2) years.**
- C. Form 5739 Affirmation of Ownership and Occupancy.**
- D. Form L-4035 Petition to the Board of Review.**
- E. Valid Driver's License or other form of identification if requested.**

THOMAS TOWNSHIP ADMINISTRATIVE POLICIES

Administrative Policy No: 900 (Page 2 of 5)
Effective Date: February 1, 1999
Amended: April 12, 2021
Policy Regarding **POVERTY EXEMPTIONS**

F. Produce a deed, land contract or any other evidence of ownership if requested.

3. The determination of qualification for a poverty exemption shall be based on:

- A. The adjusted income level of the household ***after deductions (if any) of the immediate preceding year.***
- B. The size of the family unit.
- C. The assets and availability of income to the household.

4. The applicant's reported income shall be reviewed and adjusted, subject to:

- A. Gross adjusted income shall be adjusted with a factor ~~of 0.72~~ of ***.85***. This allows ~~28~~ ***15*** percent of ***employment income*** to meet any tax liability. ~~At the discretion of the Board of Review, actual tax liability as reflected on the relevant tax returns may be utilized. There will be no factor applied to applicants who do not have an income from employment.~~
- B. ~~Adjusted income shall be adjusted with the greater of the two following:~~
- C. ~~Income shall be adjusted with a factor of 0.85. This allows for 15 percent if such income to meet medical needs, OR~~
- D. ~~A 100 percent allowance for medical insurance premiums paid by the applicant, for the applicant's personal benefit, as reported on the MI-1040 CR, plus expenses for medical care paid by the applicant where reimbursement is not a factor.~~
- E. ~~Any unusual and necessary expenses that the Board of Review determines to be detrimental to the applicant's ability to pay property taxes.~~

5. The determination of the size of the family unit ~~shall consider:~~ ***shall be reflective of Michigan income tax procedures in general. The allowance for a family unit shall consider:***

- A. Applicant shall be entitled to one "allowable exemption" for each verified household member.
- B. An additional "allowable exemption" may be granted for:
 - 1. Any household member that is 65 years old or older.
 - 2. Any household member that is paraplegic or quadriplegic.
- A. Exemption amount is equal to the amount of exemptions allowed on the MI Income Tax Return for the immediately preceding year.

6. The ~~adjusted~~ income level for each family unit that qualifies for a poverty exemption shall be based on the ~~State of Michigan guidelines for "poverty" which are published yearly by the State Tax Commission.~~ ***federal poverty guidelines updates annually by the U.S. Department of Health and Human Services and published by the State Tax Commission.***

7. In the determining of the granting of any poverty exemption, all assets of the applicant (excluding the applicant's primary residence), as well as all available sources of income of funds shall be considered. The

THOMAS TOWNSHIP ADMINISTRATIVE POLICIES

Administrative Policy No:

900 (Page 3 of 5)

Effective Date:

February 1, 1999

Amended:

April 12, 2021

Policy Regarding

POVERTY EXEMPTIONS

maximum assets allowed for a poverty exemption shall be ~~three (3) times the adjusted income levels set up by the State of Michigan for poverty levels, for the size of the household involved~~ **\$10,000 and the applicant shall not own a secondary home** (assets will include, but are not limited to, homes or property other than your homesteaded property, cars, boats, trailers/RV's, any motorized recreational equipment, stocks and bonds).

8. The granting of a poverty exemption may be ~~partial or total.~~ **100 percent, 50 percent, 25 percent or 0 percent.**

9. The granting of an exemption shall be based on five percent of **gross** income ~~as adjusted~~, for property tax purposes. The tax shall be figured using the prior year's millage rates.

- A. If the amount of the tax, based on ~~adjusted~~ **gross** income levels is less than \$250.00, the exemption shall be a 100% poverty exemption.
- B. If the amount of the tax figured exceeds \$250.00, the taxable value for the current year shall be figured by the following formula: Tax (Based on 5% of ~~adjusted~~ **gross** income levels) divided by the prior year's millage rate times 100 equals taxable value. **This will determine if the exemption is granted at 50 percent, 25 percent or not granted.**

10. Income shall be considered to include all of the following:

- A. Money, wages, and salaries before any deductions.
- B. Net receipts from non-farm self-employments. These are from a person's own business, professional enterprise, or partnership, after deduction for business expenses.
- C. Net receipts from farm self-employment. These are receipts from a farm which one operates as an owner, renter, or sharecropper, after deductions for farm operating expenses.
- D. Regular payments from social security, railroad retirement, unemployment compensation, strike benefits from union funds, workers compensation, veteran's payments, and public assistance (including Aid to Families with Dependent Children, Supplemental Security Income, Emergency Assistance money payments, and non-federally funded general relief money payments).
- E. Alimony, child support and military family allotments or other support from an absent family member or someone not living in the household.
- F. Private pensions, government employee pensions (including military retirement pay) and regular insurance payments or annuity payments.
- G. College or university scholarships, grants, fellowships and assistantship.
- H. Dividends, interest, net rental income, net royalties, periodic receipts from estates or trusts, and net gambling or lottery winnings.
- I. Money received from the sale of a property such as stocks, bonds, and a house.
- J. **Monetary aid from friends or family with documentation of said aid.**

THOMAS TOWNSHIP ADMINISTRATIVE POLICIES

Administrative Policy No:

900 (Page 4 of 5)

Effective Date:

February 1, 1999

Amended:

April 12, 2021

Policy Regarding

POVERTY EXEMPTIONS

11. Income does NOT include the following:

~~C. Withdrawals of bank deposits, borrowed money, or tax refunds.~~

~~D. One time insurance payments.~~

A. Food or housing received in lieu of wages and the value of food and fuel produced and consumed on farms.

B. Federal noncash benefit programs such as Medicare, Medicaid, food stamps and school lunches.

C. Homestead Property Tax Credit.

12. In order to be considered for a poverty exemption, the following steps must be completed:

COMPLETE THIS APPLICATION IN FULL. ~~It must be returned to the Assessor at least one week before the Board of Review.~~ ***The forms and required documents may be submitted to the local assessing unit on or after January 1 but before the day prior to the last day of the December Board of Review during the year in which the exemption is requested.***

A. The most recent (immediate preceding year) Michigan Income Tax return with all attachments including the MI-1040 CR **AND** the most recent (immediate preceding year) Federal Income Tax Return with all attachments ***OR State Tax Commission form 4988.***

B. ***Provide a copy of your Driver's License or State issued identification.***

C. ***Form 5739, Affirmation of Ownership and Occupancy, completed and returned.***

D. ***Form L-4035 Petition to the Board of Review completed and returned.***

E. If your application is not fully completed and does not have the necessary copies and attachments, your application will be considered incomplete. Incomplete applications will be considered as a request by the applicant to withdraw from consideration the request for a poverty exemption. If an applicant has special needs that require assistance in presenting their circumstances to the Board of Review, he/she should contact the Township Office at least one week before the Board of Review.

13. Board of Review Responsibilities: The Board of Review shall approve or deny the request for the poverty exemption. The Board of Review is required to follow the policy and guidelines adopted by the local assessing unit in granting or denying a poverty exemption. The Board of Review is not permitted to deviate from the adopted policy and guidelines.

14. Appeal Rights: An appeal of a decision of the Board of Review is made by completing and submitting a petition to the Michigan Tax Tribunal no later than July 31 of the same year. A decision of the July or December Board of Review may be appealed by completing and submitting a petition to the Michigan Tax Tribunal within 35 days of the July or December Board of Review's decision. More information on how to file an appeal is available by contacting the Michigan Tax Tribunal. Information can also be viewed on the Michigan Tax Tribunal's website at <https://www.michigan.gov/taxtribunal>.

THOMAS TOWNSHIP ADMINISTRATIVE POLICIES

Administrative Policy No:

900 (Page 5 of 5)

Effective Date:

February 1, 1999

Amended:

April 12, 2021

Policy Regarding

POVERTY EXEMPTIONS

POVERTY EXEMPTION is defined by Michigan Compiled Laws, Section 211.7 u. The law reads: ***The real and personal property of persons who, in the judgment of the supervisor and the board of review by reason of poverty, are unable to contribute toward the public charges is exempt from taxation under this act. This section does not apply to the property of a corporation.***

Please be aware that as an applicant for a poverty exemption, you must also comply with the following section of the Michigan Compiled laws relative to General Property Tax:

SECTION 211.118 PROVIDES, ***any person who, under any of the proceedings required or permitted by this act shall willfully swear falsely shall be guilty of perjury and subject to penalties.***

SECTION 211.119 PROVIDES, ... ***a person who willfully neglects or refuses to perform a duty imposed upon that person by this act, when no other provision is made in this act is guilty of a misdemeanor, punishable by imprisonment for not more than 6 months, or a fine of not more than \$300.00 and is liable to a person injured to the full extent of the injury sustained.***



THOMAS TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** April 12th, 2021
- **SUBMITTED BY:** Jill Peters, Thomas Township Assessor
- **AGENDA TOPIC:** New Administrative Policy #901
- **EXPLANATION OF TOPIC:** As part of the new assessing reform, Assessors Offices are required to have a policy on hand regarding how tax exempt properties are to be handled. The Township will also have supporting documentation and 501C3 paperwork on hand to support the tax exempt claim. Tax Exempt properties can include but not be limited to: Churches, Schools, Religious Organizations, Hospitals, etc.
- **MATERIALS ATTACHED:** Tax Exempt Properties Policy
- **POSSIBLE COURSES OF ACTION:** Approve, reject or amend
- **RECOMMENDED ACTION:** Motion by _____, supported by _____, to approve Administrative Policy #901, a new policy on Tax Exempt Properties.
- **ROLL CALL VOTE REQUIRED:** No

THOMAS TOWNSHIP ADMINISTRATIVE POLICIES

Administrative Policy No:

901 (Page 1 of 1)

Effective Date:

April 12, 2021

Amended:

Policy Regarding

REAL PROPERTY EXEMPTIONS

Procedures for Granting and Removing Real Property Exemptions

Thomas Twp., Saginaw County is abiding by State Legislation, MCL 211.7o, also outlined by the State Tax Commission published under Bulletin 26 of 2017 when granting and removing real property exemptions.

MCL 211.7o of the General Property Tax Act provides an exemption for real or personal property owned and occupied by a nonprofit charitable institution while occupied by that . . . institution solely for the purposes for which that . . . institution was incorporated." All requirements must be met to qualify for an exemption. In part, a property must meet the following:

1. Is the real estate owned and occupied by the exemption claimant?
2. Exemption claimant must be library, benevolent, charitable, educational or scientific institute.
3. Is the exemption claimant a nonprofit charitable institution?
4. Does the claimant thereon occupy the buildings and other properties solely for the purposes for which the claimant was incorporated?
5. Claimant must have been incorporated under laws of Michigan.

It will be the procedure of the Township to have taxpayers wishing to apply for a real property exemption to first complete and submit an application. Records will be kept in the parcel folder and will include all documents submitted by the taxpayer to support their request to apply for an exemption. Existing exemptions will be reviewed annually and adjustments to the status of the exemption may be made by the Assessor upon review.

Assessor may request additional information from an exempt organization to ensure the charitable tax exemption still qualifies.

If the Assessor has sufficient evidence that the taxpayer no longer qualifies for the real property exemption, they need to immediately remove the exemption and send proper notification to the taxpayer outlining their appeal rights. If the Assessor does not receive sufficient supporting documentation accompanying the application the Assessor should also send the taxpayer denial information along with their appeal rights.

Assessors do not have the authority to grant/approve exemptions that are not complete. Claimants need complete the application in its entirety and submit all required documents.



FIRE DEPARTMENT

TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** April 12, 2021
- **SUBMITTED BY:** Chief, Michael Cousins
- **AGENDA TOPIC:** Purchase Ladder Truck from Ferrara with contingencies.
- **EXPLANATION OF TOPIC:** I had mentioned at the budget hearing, our ladder truck is in need of replacing due to some reliability concerns. Our current ladder truck was purchased used from Saginaw Township in 2012 and has served us very well. It was built in 1993, so it is close to 30 years old. In the past year, the ladder truck failed its ladder test and had to be re-tested. Later in the year, we ran into a problem with truck frame rails having some rust on them and were told by our mechanic we should start looking for a replacement. A few months ago, we had a problem with the air tanks and brakes. As the repairs were in progress, we learned parts for this truck were becoming hard to locate due to its age. This brings us up to the current need of replacing the ladder truck.

The expense would come from the Fire Apparatus Budget, and although we can afford this large purchase, I want to be cautious to not reduce our fund balance to a concerning level. At this point, our Apparatus Budget will have a satisfactory fund balance as we have been conservative on our expenditures. We have been and will continue to look into some funding options to include some donations and a grant. Both options will continue to be explored.

We had been planning to purchase a demonstrator fire truck versus a new custom-built ladder truck, all in an attempt to save money. Typically, a demonstrator fire truck is a truck the manufacturer produces and takes around to show other fire departments, then sells it at a reduced price. This is where I felt we could save some money. As we began looking around to see what our options were, we found a truck we believe is what we are looking for and at a great price. I had originally budgeted \$700,000.00 for this truck thinking we could secure a ladder truck for this amount; however, the prices we found were all higher than what I had thought they would be.

I have attached a spreadsheet to show a number of details we are looking at as we try to compare an equal product to other manufacturers. Typically, when we purchase a new truck, it's very easy to compare one against the other as the bid spec calls for it to be made or built a certain way. The problem we have here is we can only ask each company to submit what they have available for us. Some of these manufacturers have told us they could build us something for less than what a demonstrator truck would cost, and have supplied us with a price or an estimated price. Since we are not able to bid this out in accordance with our Township's purchasing policy, I am asking the Policy Committee to consider allowing an exception to the purchasing policy, and based on the information we have from these four vendors, support the purchase a ladder truck that best fits our needs and our budget.

We are expecting one more vendor to provide a quote sometime Monday morning. Even with that quote, and based on the current information I have, the best deal for us is to purchase the ladder truck from Ferrara in the amount of \$723,417.00. This truck was put into production in early 2020 with pricing from 2019. When Covid 19 became a known pandemic, production was halted. Since then, production is back up and running, and the truck is nearing completion. The manufacturer felt that since the truck was built with and to the 2019 standards and pricing, it should be left as such. This is why Ferrara is so much less expensive than the other manufacturers. To have this ladder truck built today, to these exact same specifications, the truck would cost \$840,000.00. This is where we would see a savings for us of \$116,583.00

As you can see from the spreadsheet, this ladder truck would be available to us as early as the end of April 2021. This is certainly much quicker than I had expected. The next closest quote is close to \$800,000.00 which is the quote. The ladder truck was manufactured in Louisiana and is where it is currently located.

Although it sounds like a great deal, I want to make sure it is as good as it sounds. I struggle to not get a good look at this truck before we sign a purchase agreement. We have sent three firefighters to inspect this ladder truck. They have returned and all had favorable reviews. These three have conducted inspections on our last 4 fire trucks and know what they are looking for. They have all agreed this truck "is" Thomas Fire and when I asked the question, are we "just settling", the answer was a very clear no. They believe this truck will meet our needs for at least the next 20 years.

In a meeting with the policy committee, I explained the need for unexpected incidentals. These incidentals would include but not be limited to the installation of our radios and the needed equipment that was not foreseeable when this truck was being built. The far majority of our current equipment located on the ladder truck would come off and would be placed on the new ladder truck. These incidentals expense would take the approved price to an even 720,000.00. As it turns out, the end price comes in at \$723,417.00. The expense for the radio installation should be approximately another \$1500.00 which would be completed by our local radio company.

They have already agreed to add our painting schematics and themes to the Truck at no additional cost. They would deliver the truck to us here and train our people to properly operate it. Although Ferrara is not known in our immediate area, they do have a heavy presence within the Grand Rapids Fire Department, and they are very pleased with them there. This is also true within the Detroit Fire Department. Both departments are much busier than Thomas Township and didn't have anything negative to say about Ferrara.

This has been presented to the policy committee for an amendment to our purchasing policy. They recognized the unique situation we are in and the savings by acting promptly on this, and thus have supported the purchase.

The purchase of the ladder truck has been brought before the Public Safety Committee who is recommending the approval.

- **SUPPORTING DOCUMENTATION:** Spreadsheet on Manufactures comparisons.
Emailed quote from Apollo
Emailed quote from Rosenbauer
Specifications with a quote from Ferrara
Updated quote from Ferrara
Picture of the proposed ladder truck
- **POSSIBLE COURSES OF ACTION:** Approve, Deny, Amend, or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by _____ supported by _____ to approve the purchase of the Ladder Truck from Ferrara in the amount of \$723,417.00.
- **ROLL CALL VOTE REQUIRED?** No

Company	Ferrara	Rosenbauer	Suphten	Smiel
Distributor	Factory Direct 1-	Frontline 2-	Apollo 3-	CSI 4-
Price	\$723,417.00*	\$835,000	\$825,623.41	\$942,757.00
Ladder Length	77 Feet	78 feet	75 Feet	75 Feet
Truck Length	36'6"	37'6"	38'	38.7'
Truck Height	11'6"	11'8"	11'10.5"	11.5'
Model	HD77 Aerial	78 Viper	SLR 75	
Engine	Cummins L9 450hp	500 HP	Cummins L9 450hp	Cummins X12 500 HP
Water Tank Size	500 Gallons	500 Gallons	500 Gallons	500 Gallons
Training Include	YES	Yes	YES	YES
GPM pump	1750	2250	1500	2000
Outriggers	2	4	2	4
Available	Apr-21	Aug-21	May-21	Jul-21
Savings	\$116, 583.00			

1- **FERRARA** - If we were to build this exact same truck with today's pricing,

we would be looking at a price of \$840,000.00. The current price is much lower as it was produced with the 2019 pricing.

2- **ROSENBAUR** Demo Truck, If we get one built with our specs it would have a time line of about 14 months to build and at a cost TBD, and estimated around \$800,000.

3- **SUPHTEN** Demo is already painted. It is **two tone with white on top and red body**. We could have them repaint the truck for about \$12,000.

4- **SMIEL** according to sales rep this aerial may be more than we need as it carries every option available, hence the higher price. He could have one built with our specs for cheaper, and would be around \$840,000.



Proposal

For

Thomas Township Fire Department



8215 Shields Drive

Saginaw, MI 48609

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Cinder HD77 Rear Mount Ladder

Exp. Date: 12/31/2020
Quote No: HD77RML-0005
Job/Order No: H6619
AERIAL: FMA-10-225 Aerial Custom - RM, HD77 300/400/500 Tank
LEGALS: FFA-00-100 Legals - Aerial
CHASS-CUSM: FCH-10-225 CHASSIS - Aerial RM, HD77 300/400/500 Tank
CHASS-MODS: FCM-70-100 Chassis Mods - STOCK UNIT
PUMP-ENC: FPE-30-400 Pump Enclosure - Aerials - RML
BODY: FBA-10-320 Bodies - Aerial RML, HD77 300/400/500 Tank
BODY-CMNT: FBC-10-100 Body Components - Aerials
AERIAL: FAL-10-200 Aerial Ladder - Rear Mount, HD77
ELE-CMPNT: FEC-10-100 Elec. Components - Aerial RM Custom
PAINT: FPC-10-100 Paint - Ladder/Platform
WRNTY-MNLS: FWM-30-100 Warranty / Manuals - Aerials Custom RML
EQUIPMENT: FEP-20-100 Loose Equipment Pkg. - Platform

02/18/2021

Page 1

PART NO	S	DESCRIPTION	QTY	ID
00-06-0420		== Legals - Aerial - 419.001 04/03/19 ==	1	FE
00-12-0420		Payment Terms: Ferrara Standard	1	FE
00-12-0620	S <	Manufacturer - Virtual	1	FE
		Principal Dimensions	1	FE
		The apparatus shall have the following dimensions:		
		Overall Length: 36' 6"		
		Overall Height: 11' 6"		
		Wheelbase: 218"		
		Cab to Axle: 156"		
00-12-0820		Certified Welders	1	FE
00-12-1020		Body Weight	1	FE
00-14-0620		Drawings - Approval	1	FE
00-16-6420		Final Inspection - Factory (Lodging/Meals) Per Person	3	FE
00-16-8820		Training - Ladders/Platforms, 3 Days	1	FE
00-18-0620	S	Vehicle Transportation - Over the Road (Per Mile) - FFA ONLY !!!!!	1	FE
00-18-1820		Delivery Time: Calendar Days	1	FE
00-22-0220		Service Contacts	1	FE
00-22-0620		Company Service Vehicles	1	FE
00-22-0820		Replacement Parts	1	FE
00-D2-0820		== CHASSIS - Aerial RM, HD77 300/400/500 Tank - 419.001 04/03/19 ==	1	FE
		Custom XD Full Tilt Cab - CINDER AERIAL	1	FE
		WHEELBASE / FRAMERAILS / COMPONENTS / ACCESSORIES	1	FE
02-A2-0220	S	Wheelbase: 218"	1	FE
02-A4-0630		Frame Rails - Full Length Double	1	FE
02-A4-2420	<	Paint - Frame Rail, "F-Shield"	1	FE
		The chassis frame rails, cross members, fuel tank and air reservoirs shall be completely encapsulated in a ruggedized, protective coating. The air reservoirs, reservoir hanger straps and fuel tank shall all be treated separately prior to assembly. The frame, cross members, bumper backing reinforcement plate, radiator skid plate, spring hangers, cab lock mounts and required bolts shall all be in place prior to	1	FE

PART NO	S	DESCRIPTION	QTY	ID
		treatment to ensure complete coverage.		
02-A4-2620		"F-Shield" Color: Black	1	FE
02-A6-1420		Tow Hooks - Chrome, Below the Bumper	1	FE
		FRONT BUMPERS / COMPONENTS / ACCESSORIES	1	FE
02-B2-0220		Front Bumper - 12" High, Polished Stainless Steel	1	FE
02-C4-2220		Front Bumper Extension - 24"	1	FE
02-D2-0220		Gravelshield - Front Bumper Extension	1	FE
02-D4-0620	<	Compartment - Front Bumper, Center	1	FE
		A safety sign FAMA22, which warns of the need to secure hose, shall be visible to personnel at the hose storage area.		
02-E4-0420		Restraining Strap - Center Compartment	1	FE
02-P2-0420	>	Air Horn - PS Thru Bumper (P2)	1	FE
02-P2-1020	>	Air Horn - DS Thru Bumper (P6)	1	FE
02-P6-0620		Switch - Air Horn, (2) Driver/Officer Side Floor	1	FE
02-P8-0420		Air Horn Wiring - Active All Modes	1	FE
02-R2-1420		Speaker - DS Thru Bumper (P7)	1	FE
02-R4-0420		Siren Speaker - Cast Product SA2401	1	FE
		FRONT AXLES / COMPONENTS / ACCESSORIES	1	FE
04-A2-1020		Front Axle - 23,000 Pounds, Meritor MFS-20	1	FE
04-A6-0620		Steering System - Sheppard, Over 21,500 Pounds	1	FE
04-A8-0220		Chassis Alignment	1	FE
04-B2-1220		Front Suspension - 23,000 Pounds, Parabolic	1	FE
04-C2-0620		Front Brakes - Disc, Meritor EX-225	1	FE
04-C4-0220		Cramp Angle - 41 Degrees	1	FE
04-D2-1420		Front Tires - Goodyear 425/65R22.5 "L" G296 MSA 23,000 Pounds	1	FE
04-E2-2820		Front Wheels - 22-1/2" x 13", Alcoa Aluminum	1	FE
04-E4-0220		Wheel Trim - Front, Baby Moons/Lug Nut Covers	1	FE
04-E4-2020		Mud Flaps - Front	1	FE
		SINGLE REAR AXLES / COMPONENTS / ACCESSORIES	1	FE
04-G2-2020		Rear Axle - 35,000 Pounds, Dana Spicer S35-590 FT	1	FE
04-K2-8620		Rear Suspension - 35,000 Pounds, Spring	1	FE
04-M2-0220		Standard Differential - Single Axle	1	FE
04-M6-0420		Vehicle Top Speed: 60-62 MPH	1	FE
04-P2-0220		Rear Brakes - S-Cam 16-1/2" x 7"	1	FE
04-R2-4820		Rear Tires - Goodyear 315/80R22.5 "L" Endurance TSD 35,000 Pounds	1	FE
04-S2-2420		Rear Wheels - 22-1/2" x 9", Alcoa Aluminum	1	FE
04-S2-6020		Wheel Trim - Rear, Lincoln Hats	1	FE
04-S6-1220		Tire Pressure Monitor (Single Rear Axles) - LED Alert	1	FE
		AIR BRAKE SYSTEM / COMPONENTS	1	FE
06-A2-0220		Harness and Hose Routing System	1	FE
06-A2-0420		Air Brake System - Color Coded Nylon w/1/4 Turn Drain Valves	1	FE
06-A2-4020		Chassis Air System Fittings - Push-Lock Type	1	FE
06-A2-6020		Air Compressor - Wabco 18.7	1	FE
06-A4-4020	< >	ABS/ATC/ESC System - SINGLE AXLE	1	FE
		NOTE:		
		The following restriction apply to the ESC system:		
		160" - 176" wheel base range with 1500-gallon maximum water on non-aerial units.		
		177" - 304" wheel base range with 2200-gallon maximum water on non-aerial units.		
		177" - 304" wheel base range with 2200-gallon maximum water on aerial units.		
		If the proposed unit does not fall in these parameters then it will have to be tilt table tested.		
06-B4-2020		Air Dryer - Bendix AD-9	1	FE
		ENGINES / COMPONENTS / ACCESSORIES	1	FE
08-A2-1020		Engine - 450 HP, Cummins L9 (EPA 2017)	1	FE
08-B2-0620		Engine Brake - Cummins ISL Engine	1	FE
		ENGINE / COMPONENTS / COOLING SYSTEM - ISL	1	FE

PART NO	S	DESCRIPTION	QTY	ID
08-C2-0420		Cooling System - 1400 Square Inch Radiator	1	FE
08-C2-1420		Cooling System Fan - Cummins ISL	1	FE
08-C2-2620		Radiator Coolant - Extended Life	1	FE
08-C2-4220		Coolant Hoses - Premium Rubber	1	FE
08-C2-4420		Coolant Hose Clamps - Gates PowerGrip	1	FE
08-C2-6020		Auxiliary Engine Cooler	1	FE
		ENGINE / COMPONENTS / CHARGING SYSTEMS		
08-D2-2220		Alternator - 430 AMP, Delco Remy 55SI	1	FE
08-E2-0620		Battery System (6) - Exide (750 CCA Each)	1	FE
08-E4-0220		Battery Boxes - Stainless Steel	1	FE
08-E6-0220		Battery Master Load Disconnect	1	FE
08-E6-0420		Total System Manager w/High Idle - Class 1	1	FE
08-E8-4420		> Battery / Air Charger - Pump Plus 1200, Kussmaul 52-21-1100	1	FE
08-G4-2020		> Receptacle - Kussmaul 20 AMP Super Auto-Eject 091-55-20-120	1	FE
08-G4-4020		Receptacle Location - Driver's Side Cab Wheel Well Area	1	FE
08-G6-0230		> Cover - Super Auto Eject Yellow, Kussmaul 091-55-234-YW w/Bar Graph Display	1	FE
08-G8-8220		Plate - Shore Power Inlet	1	FE
		TRANSMISSION / COMPONENTS / ACCESSORIES		
10-A2-0220		> Transmission - Allison 3000 EVS	1	FE
10-A4-0620		Transmission Push Button Shifter - 5 Speed	1	FE
10-H2-0220		Drive line - 1710 Series	1	FE
10-H4-1820		Fire Pump Installation	1	FE
		FUEL SYSTEM / COMPONENTS - ISL		
10-J2-0220		Fuel Tank - 50 Gallon	1	FE
10-J4-0220		Fuel Lines - Reinforced Wire Braided	1	FE
10-J4-0820		Fuel Filter - Secondary Filter	1	FE
10-J4-2020		Fuel Water Separator - Primary Filter	1	FE
10-J6-0820		DEF System w/5 Gallon Tank - Left Rear Under Cab	1	FE
10-J8-2020		DEF Fill w/Door - Left Crew Cab Extension	1	FE
10-M2-0820		Exhaust System - EPA 2017/18	1	FE
		CAB CONFIGURATIONS - CINDER XD - SMFD thru LFD		
12-H6-2420		> Custom Cab - Ferrara XD 96, XMFD Cab w/8" Notched Raised Roof	1	FE
12-P2-1020	S	Cab Doors - Full Length, 4 Door Raised Roof Cab (PADDLE LATCHES)	1	FE
12-P4-0220		Cab Door Hinges - Concealed	1	FE
12-P6-0820		Cab Door Locks - Manual Paddle Type (4 Door Cab)	1	FE
12-P8-1020		Window Regulators - Electric (4 Door Cab)	1	FE
12-R2-0620		Window - Left Side Fixed, 16-1/2"W x 33-1/2"H	1	FE
12-R2-0820		Window - Right Side Fixed, 16-1/2"W x 33-1/2"H	1	FE
12-R4-0420		Cab Tilt Lock Suspension (Full Tilt Cab)	1	FE
12-R4-2220		Cab Tilt Electric Pump w/Manual Back-Up (Standard Location)	1	FE
		CUSTOM CAB - EXTERIOR TRIM COMPONENTS		
14-A2-0420		Front Grille - Stainless Steel	1	FE
14-A2-1620		Front Grille Logo - Ferrara/NON-Lighted	1	FE
14-A2-6220	S	Side Grilles w/Ember Separator	1	FE
14-A4-0620		Cab Mirrors - Heated/Remote, Velvac Stainless Steel	1	FE
14-A6-0220		Exterior Trim - Cab Handrails, Knurled Stainless Steel	1	FE
14-A6-1620		Fenderettes - Polished Stainless Steel	1	FE
14-A6-2020		Exterior Trim - Rear Step Well w/Removable Battery Access Covers	1	FE
14-A6-8220		Exterior Trim - Tread Plate, Back of Cab	1	FE
14-A8-0230		> Exterior Trim - Tread Plate, Cab Roof (Flat Roof Cabs)	1	FE
		CUSTOM CAB - INTERIOR TRIM COMPONENTS		
14-G2-1020		Corrosion Protection/Sound Deadening - "F-Shield"	1	FE
14-G4-0220		Interior Cab Finish - "F-Shield" Dark Gray	1	FE
14-G4-2220		Interior Trim - Gray Floor Mats/Engine Tunnel Covering	1	FE
14-G4-6420		Interior Trim - Sprayed Aluminum, Rear Wall	1	FE
14-G6-0420		> Interior Trim - Grab Handles (4 Door Cab)	1	FE
14-G6-4020		Interior Trim - Officer's Dash, Glove Box	1	FE
14-G6-6020		Interior Trim - Sun Visors (3)	1	FE
14-H2-0820		Interior Trim - Upper Door Panels "F-Shield" (4 Door Cab)	1	FE

PART NO	S	DESCRIPTION	QTY	ID
14-H2-4220		Interior Trim - Lower Door Panels "F-Shield" (4 Door Cab)	1	FE
14-H4-1220		Interior Trim - Lower Door Panels Reflective Stop Sign (4 Door Cab)	1	FE
		CUSTOM CAB - INSTRUMENTS AND CONTROLS	1	FE
14-K2-0100		Smart Truck Technology - AXIS	1	FE
14-K2-0420		Cab Instrumentation & Controls - Standard Gauges	1	FE
14-K2-0620		Driver's Information Display Panel	1	FE
14-K2-0820		Chassis Electrical System - Standard Wiring	1	FE
14-K2-2020		Doghouse Mounted Switch Panel - Ferrara XD Aluminum	1	FE
14-K2-2220		Switch Panel - Driver's Side (Pump Applications)	1	FE
14-K2-4220		Switch Panel - Center, 96" Wide XD Cab	1	FE
14-K2-6220		Switch Panel - Officer's Side	1	FE
14-K2-8220		Vehicle Data Recorder (VDR) w/Seat Belt Warning - Class 1	1	FE
14-K4-0420		Seat Belt Warning System Panel - Class 1	1	FE
14-K4-4020		Steering Column w/Self Canceling Turn Signals - Douglas	1	FE
14-P2-1620	>	Heat/Air Conditioning - Under Dash and Rear Crew Area	1	FE
14-P2-2420		A/C Condenser Housings: Black	1	FE
		CUSTOM CAB / SEATING / AIR BAG PROTECTION / EMS COMPARTMENTS	1	FE
16-A2-1220		Seating / EMS Compartments - Bostrom	1	FE
16-A8-0420		Seat Material - Bostrom Durawear	1	FE
16-A8-1220		Seat Color - Gray/Black	1	FE
16-A8-4020		Seat Belts - Standard 3-Point NON ABTS	1	FE
16-A8-6020		No SCBA Bracket Required	1	FE
16-A8-8020		No Filler Panels Required	1	FE
16-B4-0220		Seat - Driver, Bostrom Sierra Air-100 RX	1	FE
16-B4-2820		Seat - Officer Bostrom Tanker 450 SCBA	1	FE
16-C2-0620		Seat - DS Rear Facing Crew, Bostrom Tanker 450 SCBA	1	FE
16-D2-0620		Seat - OS Rear Facing Crew, Bostrom Tanker 450 SCBA	1	FE
16-E2-1820		Seats (2) - IB Forward Facing Crew, Bostrom Tanker 450 SCBA	1	FE
		CUSTOM CAB - ACCESSORIES	1	FE
16-M2-0820	<	Fuse Block - 12-Volt 6-Place, Blue Sea 5025	1	FE
		The fuse block shall be located on the side of the engine tunnel behind the officer's seats.		
16-M2-1420		12-Volt Dual USB Charging Port - Cab Mounted, Kussmaul 091-219-4	1	FE
16-M2-6020	>	12-Volt Power and Ground Studs (2)	1	FE
16-M2-6420		12-Volt Power Outlet - Cab Mounted	2	FE
16-M2-6620		Wiring - 12-Volt Outlet, Battery Direct	2	FE
16-M4-2620		Electronic Siren - Whelen 295HFS2	1	FE
16-M6-0620		Electric Horn - Single	1	FE
16-M6-2020		Back Up Alarm - 107 dB, Whelen WBUA107	1	FE
		CUSTOM CAB - INTERIOR LIGHTING	1	FE
16-P2-0220		Lights (4) - LED Cab Dome, 6" Red/Clear Whelen 60CREGCS	1	FE
16-P2-2420		Light - Open Door w/Alarm, Whelen TIR3 LED	1	FE
16-P4-0220		Lights (6) - Step Well, TecNiq D04 Linear Dragon	1	FE
16-R4-0420		Lights (2) - Engine Maintenance, LED	1	FE
		CUSTOM CAB - EXTERIOR ILLUMINATION	1	FE
18-A2-0620		Front Cab Lighting - Whelen "M" Series LED	1	FE
18-A4-0830		Headlights - LED, FireTech FT-4X6-4KIT	1	FE
18-A6-0820		Lights (2) - Turn Signal, Whelen "M" Series LED (Headlight Module Mounted)	1	FE
18-A6-1220		Lights (2) - Turn Signal/Marker, Whelen 400 Series LED	1	FE
18-A6-6020		Lights (2) - Cornering, LED	1	FE
18-A6-6220		Lights - DOT, LED	1	FE
18-B4-1420		Lights (2) - Inboard Lower Front Warning, Whelen M6 LED M6 (Red w/Clear Lens)	1	FE
18-D2-0820		Lights (4) - LED Cab Ground, Whelen 20C0CDCD	1	FE
		AUDIO / VISUAL COMMUNICATION SYSTEMS	1	FE
		== Chassis Mods - STOCK UNIT - 520.001 05/01/20 ==	1	FE
18-M6-0220	<	Camera - Back Up w/Color Monitor, Federal Signal CAMSET70-NTSC4B	1	FE
		The monitor shall be located in the left front cab corner.		

PART NO	S	DESCRIPTION	QTY	ID
NFPA SAFETY SIGNS				
18-P2-0220		Safety Signs - General Requirements	1	FE
18-P2-0420		Safety Signs - Battery Explosion, FAMA01	1	FE
18-P2-0620		Safety Signs - Rotating Shafts, FAMA02	1	FE
18-P2-0820		Safety Signs - Hot Surfaces, FAMA03	1	FE
18-P2-1020		Safety Sign - Hot Exhaust, FAMA04	1	FE
18-P2-1220		Safety Sign - Spinning Fan, FAMA05	1	FE
18-P2-1420		Safety Signs - Seated & Belted, FAMA07	1	FE
18-P2-1620		Safety Sign - Air Conditioning Refrigerant, FAMA09	1	FE
18-P2-1820		Safety Sign - Cab Equipment Mounting, FAMA10	1	FE
18-P2-2020		Safety Sign - Fire Service Tire Rating, FAMA12	1	FE
18-P2-2220		Safety Sign - Electronic Stability Control, FAMA13	1	FE
18-P2-2420		Safety Sign - Cab Seating, FAMA14	1	FE
18-P2-2620		Safety Signs - Helmet Worn in Cab, FAMA15	1	FE
18-P2-2820		Safety Sign - Vehicle Backing, FAMA17	1	FE
18-P2-4020		Safety Signs - Intake/Discharge Cap Pressure, FAMA18	1	FE
18-P2-4220		Safety Signs - Hose Restraint Required, FAMA22	1	FE
18-P2-4420		Safety Signs - Climbing Method Instruction, FAMA23	1	FE
18-P2-4620		Safety Signs - Riding on Exterior, FAMA24	1	FE
18-P2-4820		Safety Sign - Pump Training, FAMA25	1	FE
18-P2-6020		Safety Signs - No-Step, FAMA26	1	FE
18-P2-6220		Safety Sign - Siren Noise, FAMA42	1	FE
18-P4-1020		Safety Sign - Apparatus Movement Warning	1	FE
18-P6-0220		Plate - Fluid Capacity	1	FE
18-P6-0420		Plate - Overall Height/Length/Weight	1	FE
		== Pump Enclosure - Aerials - RML - 419.001 04/03/19 ==	1	FE
20-A2-0230		PUMP MODULE - SIDE MOUNT EXTRUDED ALUMINUM	1	FE
20-A4-2220		Separate Pump Module - Extruded	1	FE
20-A4-4020		Trim - Dunnage Area, Tread Plate	1	FE
20-C4-0220		Pump Panels - Black Anodized Aluminum	1	FE
20-D6-0220		Light - Left Side Pump Panel, OnScene LED Access	1	FE
20-D6-1220		Light - Right Side Pump Panel, OnScene LED Access	1	FE
20-D8-0620		Light - Pump Compartment, LED	1	FE
20-F4-0220		Running Boards - Slotted Aluminum, Left & Right Side	1	FE
20-F8-0220		> Slide-Out Platform - Pump Operator's, 500-Pound Capacity	1	FE
20-J2-0220		Gauges - Master Suction/Pressure, 4-1/2" Metal Face	1	FE
20-J4-1620		Pressure Governor - FRC Pump Boss PBA400-A00	1	FE
20-J6-0220		Gauges - 2-1/2" Pressure, Metal Face	1	FE
20-J6-6220		Gauge Bezels - Color Coded	1	FE
20-M4-0220		Tags - Pump Panel, Color Coded (Metal)	1	FE
PUMP / COMPONENTS / ACCESSORIES				
22-A2-0420		Pump System - 1250-2000 GPM Single Stage, Hale QMAX	1	FE
22-F2-0220		Packing Glands - Hale	1	FE
22-G2-0220		Pump Shift - Dash Mounted	1	FE
22-J2-0220		Primer - Pump, Hale Model ESP (Oil Less)	1	FE
22-P2-0220		Valve - Master Pump Drain	1	FE
22-P2-1220		Valve - Individual Drain, 3/4" 1/4 Turn	1	FE
22-R2-0220		Pump Test Points w/Engine Speed Counter - Hale Pumps	1	FE
22-R2-2020		Certification - Pump, 1750 GPM Pump	1	FE
22-R4-0420		Plate - Pump Test Certification	1	FE
24-A2-1620		Steamer Inlets - 6" w/Long Handle Cap, Left & Right Side	1	FE
24-G4-0220		Valve - Waterway Dump	1	FE
24-G4-0420		Valve - Waterway Drain	1	FE
24-G4-1020		Rear Inlet - Aerial Waterway, 4" Black Iron	1	FE
24-J8-0420		Valve - Intake Relief, Akron 53	1	FE
24-R2-0420		Tank-To-Pump - 3" Valve w/Push-Pull Control	1	FE
24-S6-0820		> Tank Fill - 2" Valve w/Push-Pull Control	1	FE
24-T2-0420		Cooler - Engine, 1/2" Line w/ 1/4 Turn Valve	1	FE
24-T2-0620		Cooler - Pump, 3/8" Line w/ 1/4 Turn Valve	1	FE
24-W2-0220		> Plumbing - Stainless Steel	1	FE

PART NO	S	DESCRIPTION	QTY	ID
24-W4-0220		Plumbing Finish - Natural	1	FE
26-A2-0220		Apparatus Valves - Akron Brass 8800 Series	1	FE
26-D2-0420		Suction - Left Side, 2-1/2" Valve w/Swing Control at Valve	1	FE
28-00-0140		DISCHARGE OUTLETS - AERIALS	1	FE
28-00-0220		All 2-1/2" Side Discharge Outlets Terminate 30-Degree Elbows	1	FE
28-A6-0220		Discharge - Front Bumper w/ Swivel - thru Tread Plate (PS)	1	FE
28-A8-0220		Discharge - Front Bumper, 2" Valve w/Push Pull Control	1	FE
28-A8-6020		Discharge - Swivel Stop, Tread plate	1	FE
28-D4-0420		Crosslays (2) - Double Lay, 2" Valve w/Push Pull Control	1	FE
28-D6-2020		Crosslay - Double Lay, 2-1/2" Valve w/Push Pull Control	1	FE
28-D8-0820		Cover - Hypalon w/End Flaps, Crosslays	1	FE
28-D8-2220		End Flaps - Hypalon w/Snaps, Crosslays	1	FE
28-D8-6020		Cover/End Flaps Color: Red	1	FE
28-H8-0420		Discharges (2) - Left Side, 2-1/2" Valve w/Push-Pull Control	1	FE
28-K2-8020		Discharge - Left Panel, Aerial Waterway 4" Valve w/Handwheel Control	1	FE
28-K2-9920		Flowmeter - Pump Panel, Fire Research DFA400-040	1	FE
28-K4-0220		Discharge - Right Side, 2-1/2" Valve w/Push-Pull Control	1	FE
28-K4-4020		> Discharge - Right Side, 3" Valve w/Push Pull Control	1	FE
32-E2-2020		Return Line - Fill Subsurface	1	FE
		== Bodies - Aerial RML, HD77 300/400/500 Tank - 419.001 04/03/19 ==	1	FE
		WATER TANKS / COMPONENTS / ACCESSORIES	1	FE
32-A2-2620		> Water Tank - Polypropylene, 500 Gallons (R)	1	FE
32-D8-0420		Certification - NFPA Water Tank Size	1	FE
34-A2-1220		Gauge - Water Level, Tank Vision Pro WLA300-A00	1	FE
56-A2-0420		Body - Extruded Aluminum, HD77-S Rear Mount Ladder	1	FE
56-B2-1020		Body Sub frame - Extruded Aluminum	1	FE
56-B2-4025		Body/Compartment Construction - HD57 / HD77 Aerials	1	FE
56-B2-4620		Wheel Well Panels & Fenders - Body, Painted Aluminum	1	FE
56-B2-6820		Hose Bed - EZ Stack, Right Rear	1	FE
56-C2-2620		< Compartments - Left Side, Rescue Style w/NO Hose Chute	1	FE
		L1		
		There shall be one-(1) compartment forward of the rear wheels. The interior compartment dimensions shall be approximately 60" wide x 66-1/4" high x 24" deep.		
		L2		
		There shall be one-(1) high side compartment over the rear wheels. The interior dimensions of the compartment shall be approximately 36" wide x 38" high x 24" deep.		
		L3		
		There shall be one-(1) high side compartment over the rear outrigger. The interior dimensions of the compartment shall be approximately 42" wide x 30" high x 24" deep.		
		L4		
		There shall be one-(1) compartment behind the rear outrigger. The interior dimensions of the compartment shall be approximately 31" wide x 58-1/4" high x 24" deep.		
56-C8-2030		> Compartment Door - Left Side Roll Up, ROM Satin Finish	4	FE
56-C8-4020		> Keyed Lock - Roll-Up Door, Left Side	4	FE
56-C8-4420		> Pull Down Strap - Compartment Door	4	FE
56-D2-4020	S <	Compartments - Right Side, Rescue Style w/EZ Stack	1	FE
		R1		
		There shall be one-(1) compartment forward of the rear wheels. The interior compartment dimensions shall be approximately 60" wide x 71-3/4" high x 24" deep in the lower section and 12" deep in the upper.		
		R2		
		There shall be one-(1) compartment behind the rear outrigger. The interior		

PART NO	S	DESCRIPTION	QTY	ID
		dimensions of the compartment shall be approximately 55-1/2" wide x 28" high x 24" deep.		
56-D8-2030		> Compartment Door - Right Side Roll Up, ROM Satin Finish	2	FE
56-D8-4020		> Keyed Lock - Roll-Up Door, Right Side	2	FE
56-D8-4420		< > Pull Down Strap - Compartment Door	1	FE
		The strap shall be located on compartment L1.		
56-E2-0220		Turntable Access - Swing Out, Left Rear	1	FE
56-E4-0220		Compartment - Ladder/Pike Pole Storage, Torque Box	1	FE
56-E4-1030		Compartment Door - Ladder Compartment, ROM Satin Finish Roll Up	1	FE
56-E4-4020		Tubes (6) - Pike Pole Storage	1	FE
56-E4-6820		Cover Plates - Outrigger, Stainless Steel	1	FE
60-A2-4820		Vertical Load Test - Body	1	FE
64-B2-0430		> Compartment - Wheel Well Double Air Bottle, Left Front (FFA)	1	FE
64-B4-0430		Compartment - Wheel Well Double Air Bottle, Left Rear (FFA)	1	FE
64-B4-6230		> Compartment - Wheel Well Double Air Bottle, Right Front (FFA)	1	FE
64-B6-6230		Compartment - Wheel Well Double Air Bottle, Right Rear (FFA)	1	FE
64-B8-0220		Doors - Wheel Well Compartments, Stainless Steel	1	FE
66-A2-0420		Body Trim Package	1	FE
66-A2-2420		Fuel Fill - Recessed w/Door, Left Side	1	FE
66-A2-4420		Mud Flaps - Rear	1	FE
66-A2-4620		Rub Rail - Extruded Aluminum	1	FE
66-A4-4420		< Step - Chrome Folding, Front of Body	2	FE
		The steps shall be located, one-(1) each side, on the front compartment face.		
66-A4-8820		Tow Eyes (2) - Rear, Below Body	1	FE
66-A4-8900		Storage Rack - Outrigger Ground Pads	1	FE
66-A4-8940		Pads (2) - Magnetic Auxiliary Stabilizer	1	FE
66-A6-0620		Handrails (2) - Aerial Access, Knurled Aluminum	1	FE
66-A6-6420		Handrail - Front of Body, 12" Knurled Aluminum	2	FE
66-A8-4220		Cover - Hose Bed, Hypalon	1	FE
66-A8-6420		End Flap - Hypalon w/Snaps, Hose Bed	1	FE
66-A8-8020		Cover/End Flap Color: Red	1	FE
66-A8-8820		Hose Bed Capacity	1	FE
		== Body Components - Aerials - 419.001 04/03/19 ==	1	FE
		== Aerial Ladder - Rear Mount, HD77 - 419.001 04/03/19 ==	1	FE
68-A2-2420		Ladder - 77' Rear Mount	1	FE
68-A6-0420		Specifications - 77' Rear Mount Ladder	1	FE
68-B2-0420		Construction / Dimensions - 77' Rear Mount Ladder	1	FE
68-C2-1020		Covers - Rung, Serrated Rubber	1	FE
68-C2-2020		Egress - Bolt-On	1	FE
68-C2-2220		Steps (2) - Folding, Fly Section	1	FE
68-C2-2420		Eyelets - Rescue, Aerial Fly Section	1	FE
68-C2-4020		Extension Indicator Base Section	1	FE
68-C2-4420		Angle Indicator - Lighted, Aerial Base Section	1	FE
68-C2-6420		< > Sign Plates (2), Ladder Base Section, Job Color	1	FE
		The paint color/code shall be red FLNA 31979.		
68-C4-0420		Torque Box	1	FE
68-C4-6020		> Travel Support - Rear Mount Ladders, Heavy Duty	1	FE
68-D2-0420		Hydraulic System	1	FE
68-D2-4020		Power Take-Off	1	FE
68-D4-0420		Hydraulic Pump w/Aux. Pump for Hyd. Generator under 15K	1	FE
68-D4-8020		Gauges - Hydraulic Pressure	1	FE
68-D4-8420		Kit - Filter Isolation	1	FE
68-D4-8620		Emergency Pump	1	FE
68-D4-8820		Swivel - Hydraulic	1	FE
68-D4-9020		Swivel - Electric	1	FE
68-D6-0420		Elevation System	1	FE

PART NO	S	DESCRIPTION	QTY	ID
68-D6-4220		Extension / Retraction System	1	FE
68-D6-6820		Extension / Retraction System Pulleys - Greaseless	1	FE
68-D6-8020		Wear Pads / Bearing Surfaces	1	FE
68-D8-0420		Rotation Bearing - Heavy Duty	1	FE
68-D8-2220		Rotation Gear Box	1	FE
68-D8-4020		Tool Kit	1	FE
68-E2-0620		Stabilizers - Rear	1	FE
68-E2-4020		Outrigger Cylinder Stroke	1	FE
68-E4-1020		Locks - Stabilizer, Mechanical	1	FE
68-E4-2040		Hot Dip Galvanizing - Outriggers	1	FE
68-E4-4020		Stabilizer - Extension System	1	FE
68-E4-6220		Lights - Stabilizer Work, LED	1	FE
68-E6-0220		Lights - Stabilizer Warning, LED	1	FE
68-F2-0220		Controls - Stabilizer, Electric/Hydraulic	1	FE
68-F2-1020		Controls - Ground Station	1	FE
68-F4-0820		Turntable - Cut-off Right Side	1	FE
68-F6-1320		Safety Chain - Stainless Steel	1	FE
68-F6-2020		Controls - Turntable Console	1	FE
68-F6-2220	X	Door Ajar Pre-Wire - Console Lid	1	FE
68-F6-8020		Load Sensing System - Automatic	1	FE
68-G2-0220		Interlock System - Aerial Stow Operation w/Indicator Light	1	FE
68-G2-0420		Interlock System - Cab/ Body Damage Control	1	FE
68-G2-0620		Interlock System - Rotation	1	FE
68-G2-0820		Retraction Safety System	1	FE
68-G2-1020		Interlock System - Cradle	1	FE
68-H2-0420		Waterway System	1	FE
68-H2-2220		Waterway Material	1	FE
68-H2-4420		Waterway - Retractable / Dual Position, Electric	1	FE
68-H4-0630		Monitor - Akron 3480 w/5178 1500 GPM Nozzle, 165-Degree Travel	1	FE
68-H4-8820		Capabilities Monitor Flowing Water	1	FE
68-H6-6020		Master Stream - Controls, Tip/Turntable	1	FE
68-H8-2020		Valve - Waterway Relief	1	FE
68-J2-0220		Communication System - 2 Way/2 Station	1	FE
68-M2-0220		Electrical System - E-Chain	1	FE
68-M2-2820		Lights (4) - Turntable Work, LED	1	FE
68-M4-2020		Spotlights (2) - Aerial Base Section, Whelen Pioneer Micro MPBW	1	FE
68-M6-1220		Floodlight - Left Aerial Tip Section, Whelen PFH1	1	FE
68-M8-1420		Spotlight - Right Aerial Tip Section, Whelen PCH1	1	FE
68-P2-0420		Lighting - Blue LED Rung Illumination	1	FE
68-R2-0420		Paint - Aerial Device, Gray	1	FE
68-R2-2620		Paint - Aerial Monitor, Red	1	FE
68-S2-0420		Load Chart - Aerial	1	FE
68-S6-0220		Safety Signs - Aerial Applications, NFPA 2016	1	FE
68-S6-2420		Plate - Aerial Information Specification	1	FE
68-T2-0220		Testing - Third Party	1	FE
68-T2-4020		Testing - Stability	1	FE
68-T2-8020		Certificate - Inspection	1	FE
68-T8-2020		Internal Corrosion Protection	1	FE
		== Elec. Components - Aerial RM Custom - 419.001 04/03/19 ==	1	FE
		***** ELECTRICAL / COMPONENTS / ACCESSORIES *****	1	FE
70-A2-2032		Electrical System - Apparatus Body	1	FE
70-A2-4020		Electrical System - 12 Volt Testing	1	FE
70-A2-6020		12-Volt Wiring Protection - Split Loom	1	FE
70-A2-8020		EMI/RFI Protection	1	FE
		AUDIBLE WARNING DEVICES	1	FE
		INTERIOR COMPARTMENT LIGHTING	1	FE
70-E2-2220		< > Light - LED Compartment, On Scene Solutions Access Series	7	FE
		The shall be one-(1) light installed in each compartment (this includes the ladder compartment).		

PART NO	S	DESCRIPTION	QTY	ID
70-H2-0220		Switch - Compartment Door Ajar Indicator	1	FE
72-G8-9020		Zone A Upper Light Bars (2) - 22" LED Forward Facing, Whelen Freedom IV F4NMINI	1	FE
72-P8-0420		Zone B/D Upper Body Side Rear Lights (2) - Red w/Clear Lens LINZ6 LED, Whelen	1	FE
72-S6-4020		Zone C Upper Outboard Lights (4) - Red w/Clear Lens LINZ6 LED, Whelen LINZ6R	1	FE
74-C8-1620	<	Zone B & D Lower Front (2) - Red w/Clear Lens LINZ6 LED, Whelen LINZ6R The lights shall be located, one-(1) each side, on the bumper extension ends.	1	FE
74-D8-1220	<	Zone B & D Lower Midship (2) - Red w/Clear Lens LINZ6 LED, Whelen LINZ6R The lights shall be located, one-(1) each side, in the body wheel well area.	1	FE
74-E8-1420		Lights (2) - Outrigger Cover Plate, Whelen LINZ6R	1	FE
74-G8-1020	<	Zone B & D Lower Rear (2) - Red w/Clear Lens LINZ6 LED, Whelen LINZ6R The lights shall be located, one-(1) each side, below compartments L4 and R2.	1	FE
74-H8-2020		Zone C Lower Lights (2) - Red w/Clear Lens M6 LED, Whelen M6RC	1	FE
74-J4-0620		Stop/Turn/Reverse Lights - LED, Whelen M6	1	FE
74-J4-2620		Housing - Rear Tail Light Assembly, M6FCV4	1	FE
		12-VOLT APPARATUS LIGHTING / ACCESSORIES	1	FE
74-L0-2220		Lights - LED Clearance and Marker	1	FE
74-L2-4020		Light - LED License, Whelen OSC0EDCR	1	FE
74-L2-4420	<	Light - LED Perimeter Illumination, Whelen 3SC0CDCR The light shall be located on the front hose bed wall and shall be activated with the pump panel light switch.	1	FE
74-L2-4820	<	Light - LED Perimeter Illumination, Whelen PELCC The light shall be located in the dunnage area and shall be activated with the pump panel light switch.	1	FE
74-P2-1620	< >	Lights (2) - M6 LED Scene, Whelen M6ZC The scene lights shall be installed, one-(1) each side on the upper rear inboard corners of the body.	1	FE
		== Paint - Ladder/Platform - 419.001 04/03/19 ==	1	FE
80-C2-0220		Paint - Body/Cab	1	FE
80-C2-0420	>	Paint Color/Code: Red FLNA 31979 (FFA Red 1)	1	FE
80-D2-1220		Interior Compartment Finish - Natural	1	FE
80-E2-0220	>	Stripe - Scotchlite, 4"	1	FE
80-E4-0420		Striping Color: White	1	FE
80-E4-8020		Striping Layout: Straight Down Cab/Body	1	FE
80-E8-0220		Striping - Rear Body, Reflective Chevron	1	FE
80-E8-0620		Chevron Striping Colors: 3M Red & Lime Green	1	FE
80-E8-4020		Reflective Material - Designated Walking Surfaces	1	FE
80-G2-0220		Lettering - 3" Spun Gold w/Shade	1	FE
80-G8-1820		Letters - Aerial Sign Plates	26	FE
80-H2-0220		Sign Plates - Aerial Lettering (Specify Color)	1	FE
		== Warranty / Manuals - Aerials Custom RML - 419.001 04/03/19 ==	1	FE
98-A2-0420		Warranty - Body Parts & Labor, 2-Year	1	FE
98-A2-1020		Warranty - Cab/Chassis Parts & Labor, 2-Year	1	FE
98-A2-4220		Warranty - Aerial/Platform, F-Series	1	FE
98-A4-0210		Warranty - Cab Structural, 10-Year/100,000 Miles	1	FE
98-A4-0420		Warranty - Body Structure, 10-Year/100,000 Miles	1	FE
98-A6-0210		Warranty - Cab Paint/Perforation, 10 Year	1	FE
98-A6-0220		Warranty - Body Paint/Perforation, 10 Year	1	FE
98-A6-1020		Warranty - Frame Corrosion "F"-Shield"	1	FE
98-A8-0220		Warranty - Frame Rails, Lifetime	1	FE
98-A8-0420		Warranty - Meritor Axle, 2-Year/Unlimited Miles	1	FE

PART NO	S	DESCRIPTION	QTY	ID
98-A8-4220		Warranty - Cummins Engine, 5-Year/100,000 Miles	1	FE
98-A8-4420		Warranty - Allison Automatic Transmission, 5-Year/Unlimited Miles	1	FE
98-A8-4620		Warranty - Anti Lock Brake System, 3-Year/300,000 Miles	1	FE
98-A8-6020		Warranty - Hale Pumps	1	FE
98-A8-8020		Warranty - Plumbing System, 10-Year	1	FE
98-A8-8420		Warranty - Poly Water Tank, Lifetime	1	FE
98-B2-0220		Manuals (2) - Chassis Operation, Digital	1	FE
98-B2-1220		Manuals (2) - Engine/Transmission Operations	1	FE
98-B2-1820		Manuals - Apparatus Body & Components	1	FE
98-B2-2020		Manuals - Pump	1	FE
98-B2-2220		Safety Guide - FAMA	1	FE
98-B2-6020		Wiring Diagrams - Cab/Chassis, Standard	1	FE
98-B2-6620		Wiring Diagrams - Apparatus Body, Standard	1	FE
		== Loose Equipment Pkg. - Platform - 419.001 04/03/19 ==	1	FE
90-A2-0420	>	Equipment Package - NFPA 1901 2016, Fire Department Supplied	1	FE
90-B4-0220		ISO Compliant Aerial Ladders	1	FE
90-B4-0820		ISO Compliant Aerial Ladders - Alco Lite/Duo-Safety	1	FE
90-C4-0420	<	Ladder - 10' Folding Attic, Duo-Safety 585-A	1	FE
		The ladder shall be located in the torque box.		
90-C6-0620	<	Ladder - 16' Roof, Alco-Lite PRL-16	2	FE
		The ladders shall be located in the torque box.		
90-D4-2020	<	Ladder - 14' Combination, Duo Safety 35-B-14'	1	FE
		The ladder shall be located in the torque box.		
90-D6-1020	<	Ladder - 24' 2-Section Extension, Alco-Lite PEL-24	1	FE
		The ladder shall be located in the torque box.		
90-E4-0620	<	Ladder - 35' 3-Section Extension, Alco-Lite PEL3-35	2	FE
		The ladders shall be located in the torque box.		
90-L6-0220	<	Pike Pole - 6' Fiberglass	2	FE
		The pike poles shall be located in the torque box.		
90-L6-0420	<	Pike Pole - 8' Fiberglass	2	FE
		The pike poles shall be located in the torque box.		
90-L6-0820	<	Pike Pole - 12' Fiberglass	2	FE
		The pike poles shall be located in the torque box.		
92-C4-2620	<	Elbow - 3" FNST x 5" Storz 30 Degree, KocheK SKE53R	1	FE
		The elbow shall be located on the 3" right side discharge.		
92-F4-0820	<	Cap w/Chain - 5" Storz, KocheK CC507	1	FE
		The cap shall be located on the 3" right side discharge elbow.		
96-C2-0220	<	Wheel Chocks (2) - Folding, Ziamatic SAC-44-E w/Mounting Bracket	1	FE
		The chocks shall be located below compartment L1.		
96-E2-0220		Pompier Ladder Belt	4	FE

DEMO HD77 H6619 77' REAR MOUNT LADDER

FERRARA
RV GROUP



FERRARA
REV GROUP

DEMO HD77 H6619 77' REAR MOUNT LADDER



FERRARA
RV GROUP

DEMO HD77 H6619 77' REAR MOUNT LADDER



Jim Stover
Regional Sales Manager
C: 225-235-2212
E: Jim.stover@ferrarafire.com



Fire Apparatus Proposal

Ferrara Fire Apparatus, Inc.

27855 James Chapel Road

Holden, LA 70744

225-235-2212

jim.stover@ferrarafire.com

March 30 2021

QUOTE NUMBER H6619-0006

PAGE 1 OF 1

VALID FOR Until 04-30-2021

TO Chief Michael Cousins
Thomas Township Fire Department
8215 Shields Drive
Saginaw, MI 48609

ATTN: Chief Michael Cousins

PHONE 989-781-4141

Fax 989-781-6059

EMAIL mcousins@thomastwp.org

RFQ or Bid Number	RFQ or Bid Description	CUSTOMER NUMBER	Customer Contact	
	HD77 Demo H6619		Gary Salo	
PO or Contract Number	Delivery Terms		Estimated Delivery	Payment Terms
	FOB Thomas Township, Michigan			Due at Delivery

[illegible]

Quotation approved for purchase by: Micheal Cousins Fire Chief

Signature

SUBTOTAL	\$723,417.00
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***Quotation provided is only valid for items above, and will be honored until April 30 or until unit sells, per terms and conditions stated above. Payment shall be received in the time frame and method, as stated above. This quote is non-transferable, and can only be used by the customer stated above. If you have any questions, please feel free to give us a call. A Ferrara apparatus contract shall be part of this purchase and a PO from the buyer if a PO is used for this type of purchase by the purchaser. Contract to follow upon review and approval by the Thomas Township.

TOTAL	\$723,417.00
-------	--------------

THANK YOU FOR THE OPPORTUNITY TO PROVIDE YOU WITH A PROPOSAL

----- Forwarded message -----

From: **David Desrochers** <ddesrochers@apollofire.com>

Date: Tue, Apr 6, 2021 at 17:21

Subject: RE: Aerial Demo

To: GASalo <gasfirex@gmail.com>

CC: Bob Konupek <bkonupek@apollofire.com>

Hi Gary,

The Sutphen SLR75 demo # 502 (HS-6961) as specified is \$ 825,623.41 delivered. It does include a lettering package, and in-service training and a shelving package. You guys may add some options at this point in the build. Sutphen will hold the truck with a letter of intent to purchase from your department. The build completion timeline is May 2021.

Let me know if you have any questions or need additional information. Thanks for the consideration.

David R. Desrochers

Director of Fire Apparatus Sales

Apollo Fire Equipment Co.

12584 Lakeshore Drive

Romeo, Michigan 48065

(800) 626-7783 (O)

(248) 736-3371 (M)

(586) 752-6907 (F)

www.apollofire.com

----- Original Message -----

From: "Gary Salo" <gasfirex@gmail.com>

To: "Wendy Simon" <wsimon@flsi.net>

Sent: 3/19/2021 8:04:03 AM

Subject: Re: Demo

Received, thank you.

On Wed, Mar 17, 2021 at 12:48 PM Wendy Simon <wsimon@flsi.net> wrote:
Hi Gary,

Per your request, here is demo # 75069 specs. I have enclosed it in Summary and Detail form.

Price on this truck as it sits is \$ 835k.

I am working on pictures. They will be forthcoming.

Let me know if you have any questions.

Thanks

Wendy Simon

Front Line Services, Inc
8588 Carter Road
Freeland MI 48623

www.flsi.net

989-695-6633 office 989-695-6636 fax 989-284-1658 cell

"The significant problems we face cannot be solved at the same level of
thinking we were at when we created them" ~ Albert Einstein



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** April 12th 2021
- **SUBMITTED BY:** John Corriveau, Parks & Recreation Director
- **AGENDA TOPIC:** Approval of new policy for Park Facility Rentals
- **EXPLANATION OF TOPIC:** This agenda item is for a new policy for Park Facility Rentals. This is not a completely new idea as with events like Rebel Magnolia happening at Roberts Park we have thought about the possibility of hosting more events in our parks as a possible new revenue source. This policy would cover such things as renting all the pavilions in Roethke, the pool, train, depot building, setting up tents and allowing music exclusively for their event. The park would remain open for people to walk, fish and still use. With COVID 19 guidelines limiting what people can do indoors we have had an influx of people asking if they can hold weddings, receptions, company picnics and other large events that we currently don't have policies and fees that allow that. The Parks Department did a lot of research and made calls to other communities to see if and how they handle such events in their parks. We received a few sample policies and began reviewing and discussing how we could create a similar policy for our parks. This is a large document and it contains a lot of information as we tried to cover as many possible scenarios as we could. I feel we will be able to make it smaller as we move forward and can narrow it down more. We met with our insurance company to go over liability for these events, liquor liability and other concerns they/we had. We increased the amount of liability insurance renters will need, this includes Liquor Liability Insurance when needed. A Parks Event Committee was formed at our last Park Commission meeting to review all event request before recommending to the Board for final approval.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Park Facility Rental Policy.
- **POSSIBLE COURSES OF ACTION:** Approve, Deny, Amend or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by _____ supported by _____ to approve the new Park Facility Rental Policy as written.
- **ROLL CALL VOTE REQUIRED?** No

THOMAS TOWNSHIP ADMINISTRATIVE POLICIES

Administrative Policy No:

703 (Page 1 of 12)

Effective Date:

April 12, 2021

Amended:

Policy Regarding

Park Facility Rentals

Thomas Township has established this policy for the purpose of conveying the rules, regulations and procedures regarding the use of Thomas Township Parks and facilities. This policy covers the use of the Roethke Park Pavilions, Roethke Park Pool, Roethke Park Depot and Train, Roberts Park Pavilions, Roberts Park Soccer Fields, Roberts Park Soccer Complex, Roberts Parks Softball Diamonds and all other Park facilities.

1. Thomas Township facilities shall be rented on a first-come, first-serve basis. Thomas Township residents can make reservations starting the first work Monday of January. Non-residents can start reserving the first work day in February. Reservations may be held for 10 days without payment, but shall not be considered final until the applicable Rental Agreements are completed, deposits/fees are paid, and insurance is filed, if required. If payment and paperwork is not received by the 10th day, the reservation will be terminated.
2. Refunds for pavilion reservation cancellations require a 14-day written notice or no refund will be granted. Cancellations received 14 days or more before the date reserved will receive a full refund minus a \$20.00 service fee. If a park or facility is closed due to adverse weather conditions or other causes beyond the control of the Township (plumbing or electrical failure), a full refund shall be granted or an attempt will be made to accommodate another date.
3. The Township will have priority use of said facilities for any official meetings or business. A rental contract approval may be withdrawn if the facility is needed for township use with reasonable notice provided.
4. A copy of homeowner's insurance with at least \$300,000 Personal Liability Insurance is required and must be provided with the rental fee.
5. If alcohol will be present at any rental, the renter must provide proof of additional liquor liability insurance of \$1,000,000 coverage along with their homeowner's insurance.
6. The renter must also name the Township of Thomas; 249 N. Miller Rd. Saginaw, MI 48609 as additionally insured with their homeowner's policy for their rented date.
7. A \$200 deposit is required at the time of reservation. The deposit will be returned in full after a Thomas Township Employee has inspected the rented space and no damages are found. If damages are found, the deposit will not be returned.
8. Gambling, of all types, is prohibited in all facilities.
9. Any fundraising activities must be specified on the rental contract and be approved by Park Commission.
10. The operation and parking of motor vehicles is permitted in designated parking areas **ONLY**.
11. No loud music or DJ's are allowed in park unless it is an approved event by the Park Commission.
12. The use of adhesive tape, staples, nails, etc. on pavilion or any other park structure is prohibited.
13. All pavilion users must pick up and clean the pavilion, tables and area surrounding their rented space before leaving. Tables must remain inside pavilion areas at all times.

THOMAS TOWNSHIP ADMINISTRATIVE POLICIES

Administrative Policy No:

703 (Page 2 of 12)

Effective Date:

April 12, 2021

Amended:

Policy Regarding

Park Facility Rentals

14. A personal canopy, tent, or inflatable (such as a bounce house) is PROHIBITED in the park at any time unless approved for an event by the Park Commission
15. No organization may reserve the entire park for any event that excludes the public from using the park unless otherwise approved.
16. Any variation of these rules must have specific approval of the Thomas Township Parks and Recreation Commission
17. The Thomas Township Park Commission reserves the right to refuse any request for park use.
18. Pavilion rentals may not set-up prior to the rental date. If renters would like to set up prior to their reserved date, the day/days they wish to set up must also be rented as well.
19. The renter is legally responsible for any/all damage or accidents which may occur in the rented facility. Thomas Township shall not be liable for any personal injury or damages that may occur during the rental period.
20. If there are any problems with the facility on the day of the reservation, it is the responsibility of the renter to notify Thomas Township on the next business day.
21. The rental contract must be completed by a person of at least 18 years of age who represents the organization/group requesting the use of the facility. The person completing the contract is responsible for the conduct of the group, for all fees and charges, and to ensure that the facility is left in the appropriate condition. They will be liable for any damages.
22. Reservations made for organizations and/or groups of minors must be made by a responsible adult. There must be sufficient adult supervision at all times during the rental period to assure proper conduct of the group.
23. The rental fee must be paid in full and Rental Agreement completed in order to finalize a rental reservation for Roethke Park, Roberts Park, Community Park, Soccer complex.
24. Non-profit Organizations: Thomas Township recognizes that non-profit service organization (501©3 and local chapters of national 501©3 organizations) which directly contribute to the social welfare of Thomas Township have a positive impact in contributing to the social fabric and building a sense of community. Any such non-profit service organization which is allowed to use Township facilities at a discounted fee (Monday-Friday) shall still abide by all other requirements of this Facility Rental Policy including submitting a reservation/application form, copy of insurance and following the rules of the facility.

THOMAS TOWNSHIP ADMINSTRATIVE POLICIES

Administrative Policy No:

703 (Page 3 of 12)

Effective Date:

April 12, 2021

Amended:

Policy Regarding

Park Facility Rentals

25. The Board of Trustees by resolution will set rental fees, security deposits, and insurance requirements for the use of Township facilities.
26. In-kind Donations: The Parks Director may waive the rental fees, security deposits, and insurance requirements for groups which are providing an in-kind or community related donation.
27. Community Events: Thomas Township recognizes that festivals and similar events may have a positive impact in building a sense of community. On a case-by-case basis, the Park Commission will review and forward their recommendation to the Board of Trustees who will vote whether or not to allow use of an entire park(s) and any associated facilities for such an event. The Board of Trustees may place conditions on the use (for example: review by police and/or fire department, insurance, parking, emergency access, noise, clean-up, or security).
28. The Park Commission will establish a fee based on what facilities are being rented and the impact to the park then forward to Board of Trustees for approval for each event.
29. The renter agrees to hold harmless Thomas Township and its employees from any expense or cost in connection with the use of Township facilities and further agrees to assume all responsibility for liability of any kind. The Thomas Township Facility Rental Policy is intended to protect the Township and its residents from any potential liability. This policy is not intended to apply to official Township meetings and/or activities.

THOMAS TOWNSHIP ADMINISTRATIVE POLICIES

Administrative Policy No:

703 (Page 4 of 12)

Effective Date:

April 12, 2021

Amended:

Policy Regarding

Park Facility Rentals

Roethke Park Rentals

- Pavilion #1 Fee: \$60 resident, \$90 non resident
- Pavilion #2: \$60 resident, \$90 nonresident
- Pavilion #3: \$60 resident, \$90 nonresident
- Pool Rental Fee: \$100 resident, \$125 nonresident (7pm-9pm) see rules
- Depot Rental Fee: \$80 resident, \$110 nonresident, \$125 Business
- Band Shell Fee: \$150 resident, \$200 nonresident, Business \$300.

- ❖ Non-Profit service organization (501©3 and local chapters of national 501©3 organizations) fees will be 25% of the cost Monday – Thursday and will be charged 50% cost Friday, Saturday and Sundays.

*New fees have not been approved yet as part of the Fee Schedule

- ❖ Thomas Township park hours per Thomas Township ordinance are from 7:00 a.m. – 9:00 pm (***All pavilion renters and users must have their rented pavilion cleaned and must vacate the park by 9:00 p.m.***)

Pool Rentals

The Thomas Township Pool at Roethke Park shall be rented on a first-come, first-serve basis. Thomas Township Residents can reserve Park Facilities starting the first work Monday of January of each year. Non-Residents can start reserving the pool the first work day in February.

A reservation may be reserved but is not final until the application rental agreements are completed, deposits/fees are paid, and insurance is filed.

1. Pool Rental Fee: \$100 resident, \$125 nonresident
 2. The Thomas Township Pool can be rented from 7:00 p.m. to 9:00 p.m. Friday, Saturday and Sunday from mid-June through mid-August.
 3. When using the pool during the rented times, renters must follow all pool rules posted and obey lifeguards at all times.
 4. All pool rentals are to follow the general pavilion rental rules and policies.
 5. There is no food allowed on the pool deck. There are picnic tables outside the pool area.
- ❖ Non-Profit service organization (501©3 and local chapters of national 501©3 organizations) fees will be 50% of the cost Monday – Thursday and will be charged full cost Friday, Saturday and Sundays.

THOMAS TOWNSHIP ADMINSTRATIVE POLICIES

Administrative Policy No:

Effective Date:

Amended:

703 (Page 5 of 12)

April 12, 2021

Policy Regarding

Park Facility Rentals

Roberts Park Rentals

Pavilions at Roberts Park shall be rented on a first-come, first-serve basis. Thomas Township Residents can reserve pavilions starting the first work Monday of January of each year. Non-Residents can start reserving pavilions the first work day in February.

A reservation may be reserved but is not final until the application rental agreements are completed, deposits/fees are paid, and insurance is filed.

General Pavilion Rentals

- Roberts Park Soccer Complex
 - \$200 Resident*
 - \$250 Non-Resident*
 - Business in Thomas: \$350, out of Thomas \$450
 - Roberts Park Big Pavilion
 - \$200 (\$100 per half) Resident*
 - \$250 (\$125 per half) Non-Resident*
 - Business in Thomas: \$350 per half, out of Thomas \$450, per half
 - Old Roberts Pavilion
 - \$75 Resident
 - \$100 Non-Resident
- ❖ Non-Profit service organization (501©3 and local chapters of national 501©3 organizations) fees will be 50% of the cost Monday – Thursday and will be charged full cost Friday, Saturday and Sundays.
- *New fees have not been approved yet as part of the Fee Schedule
- ❖ Thomas Township park hours per Township ordinance are from 7:00 a.m. – 9:00 pm ***(All pavilion renters and users must have their rented pavilion cleaned and must vacate the park by 9:00 p.m.)***

THOMAS TOWNSHIP ADMINSTRATIVE POLICIES

Administrative Policy No:
Effective Date:
Amended:

703 (Page 6 of 12)
April 12, 2021

Policy Regarding

Park Facility Rentals

EVENT RENTALS

Thomas Township has established this policy for the purpose of conveying the rules, regulations and procedures regarding the use of Thomas Township Parks and facilities. This policy covers how events at Roethke Park and Roberts Park are requested and the steps required for Thomas Township approval.

1. Thomas Township recognizes that festivals and similar events may have a positive impact in building a sense of community. On a case-by-case basis, the Park Commission will review and forward their recommendation to the Board of Trustees who will vote whether or not to allow the use of an entire park(s) and any associated facilities for such an event.
2. The Board of Trustees may place conditions on the use (for example: review by police and/or fire department, insurance, parking, emergency access, noise, clean-up, or security).
3. Event fees are established per park based on what facilities are at each park, the outdoor space and the impact events will have on the parks.
4. Any request for an event must go must be submitted in writing with a full detailed explanation at least **TWO** months prior to the start date of the event.
5. The person making the request for the event must attend a Park Commission meeting prior to the event start date to seek approval for their request. The Park Commission will give their recommendation to the Thomas Township Board of Trustees for final approval.
6. If approved, the renter will sign into contract with Thomas Township outlining the event with park rules and policies along with all fees required to rent the park for their event. The Thomas Township Park Commission and Thomas Township Board of Trustees has the right to deny any request for any reason.
7. All organizations, leagues, and vendors shall secure and maintain, at no expense to Thomas Township, a comprehensive general liability policy (Insurance) issued by one or more companies authorized to do business in the State of Michigan.
 - a) The renter must provide Thomas Township Parks and Recreation Department with a certificate of insurance verification at the time of the application submittal.
 - b) Said policy must name Township of Thomas; 249 N. Miller Rd. Saginaw, MI 48609 as additionally insured.
 - c) Liability limits shall be \$1,000,000 combined single limit for personal injury and property damage; including acts of negligence, errors and mistakes.
 - d) If alcohol will be present at the event, Insurance must also include \$1,000,000 of liquor liability coverage.

THOMAS TOWNSHIP ADMINISTRATIVE POLICIES

Administrative Policy No:

703 (Page 7 of 12)

Effective Date:

April 12, 2021

Amended:

Policy Regarding

Park Facility Rentals

8. The insurance policy must be read through and be approved by the Parks and Recreation Director. After the renter has presented their event to the Thomas Township Parks Commission, the Thomas Township Parks Commission will make their recommendation to allow or not allow the event to the Thomas Township Board for final Approval.
9. The renter agrees to hold harmless Thomas Township and its employees from any expense or cost in connection with the use of Township facilities and further agrees to assume all responsibility for liability of any kind. The Thomas Township Facility Rental Policy is intended to protect the Township and its residents from any potential liability.
10. A 25% Non-Refundable deposit is required at the time of the initial Event Request. Once approved by the Thomas Township Board of Trustees, the renter has 10 days from the date of contact notifying them of the events approval to pay the remaining 75% of the fees due.
11. Fees are not refundable due to inclement weather. Fee adjustments may be made at the discretion of the Thomas Township Parks and Recreation Director and the Thomas Township Board of Trustees.

For Profit Rentals:

- Roberts Park Event Rental Fee for use of Entire Park and Facilities
 - Friday 5pm until Noon Sunday
 - \$5,000 Base fee for groups selling or making profit from event.
 - Separate fee for staffing, police, fire or other additional cost to be added by Thomas Township as determined by Board of Trustees.
 - Detailed event layout and approval by Park Commission required prior to rental agreement.
- Roethke Park Event Rental Fee for use of Entire Park and Facilities
 - Friday 5pm until Noon Sunday
 - \$4,000
 - Detailed event layout and approval by Park Commission required prior to rental agreement.

For Non- Profit Rentals:

- Roberts Park Gatherings/Business picnics - \$1,500 includes all pavilions, ball diamonds and grass parking lot.
- Roethke Park Gatherings/Business picnics

Train, pool, depot building, bandshell all three pavilions \$2,000*

THOMAS TOWNSHIP ADMINISTRATIVE POLICIES

Administrative Policy No:
Effective Date:
Amended:

703 (Page 8 of 12)
April 12, 2021

Policy Regarding

Park Facility Rentals

SPORT RENTALS

Thomas Township has established this policy for the purpose of conveying the rules, regulations and procedures regarding the use of Thomas Township Parks and facilities. This policy covers how sports and field rentals are to be requested and the steps required for Thomas Township approval.

Roberts Park Softball Diamonds

1. Field rentals will follow the same rental rules, regulations and procedures as a pavilion rental. Refer to the Parks and Facility Rental Policy.
2. Fields are available for rent Monday – Sunday, April 15 through September 30.

Field Use Priorities

- a) Thomas Township sponsored or co-sponsored activities/programs
 - b) Government agencies serving Thomas Township, Including Swan Valley School District.
 - c) Thomas Township Community Service Groups, Civic Organizations, designated Youth Sports Providers
 - d) Thomas Township Residents, groups, agencies and businesses
 - e) Non-resident, non-resident groups/organizations
3. Thomas Township park hours per Township ordinance are from 7:00 a.m. – 9:00 pm ***(All games / tournaments must be completed by 8:45 p.m.)***
 4. Groups or individuals renting the fields are only authorized to utilize the fields specified and approved in the application process.
 5. The rental fee must be paid in full and rental agreement must be completed to finalize any field rentals.
 6. All organizations, leagues, and vendors shall secure and maintain, at no expense to Thomas Township, a comprehensive general liability policy (Insurance) issued by one or more companies authorized to do business in the State of Michigan
 - a) The renter must provide Thomas Township Parks and Recreation Department with a certificate of insurance verification at the time of the application submittal.
 - b) Said policy must name Township of Thomas; 249 N. Miller Rd. Saginaw, MI 48609 as additionally insured.
 - c) Liability limits shall be \$1,000,000 combined single limit for personal injury and property damage; including acts of negligence, errors and mistakes.
 - d) The insurance policy must read and approved by the Parks and Recreation Director.

THOMAS TOWNSHIP ADMINISTRATIVE POLICIES

Administrative Policy No:

703 (Page 9 of 12)

Effective Date:

April 12, 2021

Amended:

Policy Regarding

Park Facility Rentals

- e) Residents can rent fields individually for \$75 or all 4 can be rented for a sporting event for \$325 Monday through Thursday.
- f) Non-Residents can rent fields individually for \$100 or all 4 can be rented for a sporting event for \$425 Monday through Thursday.
- 7. For weekend/multiple day (tournaments) residents can rent all 4 fields for \$450 or Non-Residents can rent all 4 fields for \$550. ***(There is a separate rental form that must be completed for tournaments)***
- 8. Multiple day field rentals must be approved by The Parks Commission
- 9. Striping and dragging ball diamonds: \$35 per diamond, per time.
- 10. Fees are not refundable due to inclement weather. Fee adjustments may be made at the discretion of the Thomas Township Parks and Recreation Director and the Thomas Township Board of Trustees.
- 11. If a tournament is cancelled for any reason other than weather, 50% of the fee will be refunded.

SOCCER FIELDS

- 1. Field rentals will follow the same rental rules, regulations and procedures as a pavilion rental. Refer to the Parks and Facility Rental Policy.
- 2. Fields are available for rent Monday – Sunday, April 15 through September 30.

Field Use Priorities

- a) Thomas Township sponsored or co-sponsored activities/programs
 - b) Government agencies serving Thomas Township, Including Swan Valley School District.
 - c) Thomas Township Community Service Groups, Civic Organizations, designated Youth Sports Providers
 - d) Thomas Township Residents, groups, agencies and businesses
 - e) Non-resident, non-resident groups/organizations
- 3. Thomas Township park hours per Thomas Township ordinance are from 7:00 a.m. – 9:00 pm ***(All games / tournaments must be completed by 8:45 p.m.)***
 - 4. Renters are only authorized to utilize the specific fields specified and approved in the application process.
 - 5. The rental fee must be paid in full and rental agreement must be completed to finalize any field rentals.
 - 6. All organizations, leagues, and vendors shall secure and maintain, at no expense to Thomas Township, a comprehensive general liability policy (Insurance) issued by one or more companies authorized to do business in the State of Michigan

THOMAS TOWNSHIP ADMINISTRATIVE POLICIES

Administrative Policy No:

703 (Page 10 of 12)

Effective Date:

April 12, 2021

Amended:

Policy Regarding

Park Facility Rentals

7. The renter must provide Thomas Township Parks and Recreation Department with a certificate of insurance verification at the time of the application submittal.
 - a. Said policy must name Township of Thomas; 249 N. Miller Rd. Saginaw, MI 48609 as additionally insured.
 - b. Liability limits shall be \$1,000,000 combined single limit for personal injury and property damage; including acts of negligence, errors and mistakes.
 - c. The insurance policy must be read through and be approved by the Parks and Recreation Director.
 8. Field Rentals must be approved by the Parks Commission
 9. Fee: One soccer field, with nets for one day \$75 for practice only.
 10. Fee for games or tournament \$250 resident per field, \$300 Non-Resident per field (**Must use Thomas Township Concessions; no outside concession or food allowed.*)
 11. Fees are not refundable due to inclement weather. Fee adjustments may be made at the discretion of the Thomas Township Parks and Recreation Director and the Thomas Township Board of Trustees.
- ❖ If a tournament is cancelled for any reason other than weather, 50% of the fee will be refunded.

Sand Volleyball

1. Court rentals will follow the same rental rules, regulations and procedures as a pavilion rental. Refer to the Parks and Facility Rental Policy.
2. Courts are available for rent Monday – Sunday, April 15 through September 30
3. Thomas Township park hours per Township ordinance are from 7:00 a.m. – 9:00 pm (*All games / tournaments must be completed by 8:45 p.m.*)
4. The rental fee must be paid in full and rental agreement must be completed to finalize any field rentals.
5. All organizations, leagues, and vendors shall secure and maintain, at no expense to Thomas Township, a comprehensive general liability policy (Insurance) issued by one or more companies authorized to do business in the State of Michigan
 - a) The renter must provide Thomas Township Parks and Recreation Department with a certificate of insurance verification at the time of the application submittal. Said policy must name Township of Thomas; 249 N. Miller Rd. Saginaw, MI 48609 as additionally insured.
 - b) Liability limits shall be \$1,000,000 combined single limit for personal injury and property damage; including acts of negligence, errors and mistakes.
 - c) The insurance policy must be read and be approved by the Parks and Recreation Director.

Administrative Policy No:

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THOMAS TOWNSHIP ADMINISTRATIVE POLICIES

Effective Date:

April 12, 2021

Amended:

Policy Regarding

Park Facility Rentals

6. If courts are being rented for practice purposes, insurance is not required.
7. Fees for Court Rentals Monday - Thursday
 - i. Resident - \$50 per court
 - ii. Nonresident - \$75 per court.
- Fee for Court Rental Friday, Saturday and Sunday (Weekend/Tournaments)
 - i. Residents - \$300 (Roberts); \$400 (Roethke)
8. Fees are not refundable due to inclement weather. Fee adjustments may be made at the discretion of the Thomas Township Parks and Recreation Director and the Thomas Township Board of Trustees.
9. If a tournament is cancelled for any reason other than weather, 50% of the fee will be refunded.

Disc Golf Course

1. Course rentals will follow the same rental rules, regulations and procedures as a pavilion rental. Refer to the Parks and Facility Rental Policy.
2. Disk Course is available for rent Monday – Sunday, April 15 through September 30
3. Thomas Township park hours per Township ordinance are from 7:00 a.m. – 9:00 pm (*All games / tournaments must be completed by 8:45 p.m.*)
4. The rental fee must be paid in full and rental agreement must be completed to finalize any field rentals.
5. All organizations, leagues, and vendors shall secure and maintain, at no expense to Thomas Township, a comprehensive general liability policy (Insurance) issued by one or more companies authorized to do business in the State of Michigan
 - a) The renter must provide Thomas Township Parks and Recreation Department with a certificate of insurance verification at the time of the application submittal.
 - b) Said policy must name Township of Thomas; 249 N. Miller Rd. Saginaw, MI 48609 as additionally insured.
 - c) Liability limits shall be \$1,000,000 combined single limit for personal injury and property damage; including acts of negligence, errors and mistakes.
 - d) The insurance policy must be read through and be approved by the Parks and Recreation Director.
6. Disc Course rentals must be approved by the Parks Commission
Fee to rent course for day \$350

THOMAS TOWNSHIP ADMINSTRATIVE POLICIES

Effective Date:

April 12, 2021

Amended:

Policy Regarding

Park Facility Rentals

Field Use Priorities

- a) Thomas Township sponsored or co-sponsored activates/programs
- b) Government agencies serving Thomas Township, Including Swan Valley School District.
- c) Thomas Township Community Service Groups, Civic Organizations, designated Youth Sports Providers
- d) Thomas Township Residents, groups, agencies and businesses
- e) Non-resident, non-resident groups/organizations



THOMAS TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** April 12, 2021
- **SUBMITTED BY:** Dan Sika, Community Development Director
- **AGENDA TOPIC:** Rob Eggers from Spicer Group to go over the updated Master Plan
- **EXPLANATION OF TOPIC:** Thomas Township is required to review and if necessary, update the Community Master Plan every 5 years. During much of 2020 and into 2021 the Township Planning Commission has been doing the review and update of the Plan, in-between Covid-19 delays. Tonight, the final updated Master Plan will be presented to the Township Board. I have asked Rob Eggers from Spicer Group to attend the meeting and briefly highlight the document because of the work that he has done helping the Planning Commission with the update process. The Planning Commission approved the updated Master Plan at the March 17, 2021 regular meeting by resolution. No additional action is necessary by the Township Board at this time.

The review and update process went very well and I feel that Township has a very good plan for the next 5 years. Rob Eggers will conduct a short presentation.

- **MATERIALS ATTACHED:** A copy of the Thomas Township Master Plan as updated.
- **POSSIBLE COURSES OF ACTION:** None necessary Rob Eggers from Spicer Group will conduct a short presentation highlighting the updated Master Plan.
- **RECOMMENDED ACTION:** No action necessary
- **ROLL CALL VOTE REQUIRED:** No vote is necessary



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** April 12, 2021
- **SUBMITTED BY:** Russ Taylor, Township Manager
- **AGENDA TOPIC:** Discuss local State of Emergency as declared by Saginaw County as it relates to future public meeting formats.
- **EXPLANATION OF TOPIC:** If things were not confusing enough, we now have to consider what format we will use to hold public meetings for Township business. This would include not only Township Board meetings, but Planning Commission, Park Commission, Zoning Board of Appeals and all other similar meetings. Saginaw County declared a local State of Emergency on April 1st that is set to expire on April 8th. Meanwhile, the County Board of Commissioners will be considering an extension this declaration for a time period that has yet to be determined. This declaration of a “local State of Emergency” permits communities within the County to hold virtual meetings such as we have held for several months now via Zoom. Our meeting on the 12th will be our first in-person meeting in quite some time now. This is because the State’s legislative exception to the Open Meetings Act has expired. In its place, the State did make the allowance to enable Counties to declare this “local State of Emergency” in place of it.

I really do not have a clear knowledge of every Board members’ perspective on virtual versus in-person meetings during this time of the COVID pandemic. And, I believe that this is clearly a Board decision that exceeds my authority as Manager. So, I am asking for your collective direction as to how you wish to proceed. As I understand it at this time (I will research further before Monday as the information is brand new), we have three options:

1. Hold all meetings in-person.
2. Hold all meetings virtually.
3. Offer a hybrid option of in-person and zoom.

We are prepared to conduct the meetings however the Board directs.

- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Declaration of a local State of Emergency by the Saginaw County Board of Commissioners.
- **POSSIBLE COURSES OF ACTION:** Approve, Amend, Deny or Table.
- **SUGGESTED/REQUESTED MOTION:** None.
- **ROLL CALL VOTE REQUIRED:** No.



COUNTY OF SAGINAW

111 SOUTH MICHIGAN AVENUE

SAGINAW, MICHIGAN 48602

PHONE (989) 790-5200 FAX (989) 790-5566



Saginaw County COVID-19 Local Emergency Declaration

April 1, 2021

The novel coronavirus (COVID-19) is a respiratory disease that can result in severe illness or death. COVID-19 and its variant are caused by a strain of coronavirus that had not been previously identified in humans and can quickly spread from person-to-person.

On March 18, 2020, the first COVID-19 death was confirmed in Wayne County, Michigan. Since that date, there have been 16,912 COVID-19 related deaths in Michigan, with 527 in Saginaw County. Since the first cases were confirmed in Saginaw County, the daily COVID-19 positivity rate in Saginaw County has fluctuated with a high of 25.6% and a low 2.7%. The 7-day average positivity rate has trended up since early March 2021 and is currently at 10.5%.

The Director of the MDHHS has concluded that the COVID-19 pandemic continues to constitute an epidemic in Michigan and that control of the epidemic requires restrictions on public gatherings. Current CDC, MDHHS, and/or MIOSHA recommendations continue to be for staff to work remotely when possible, for personnel to wear masks when unable to distance a minimum of six-feet, and to reduce capacities when the nature of the gathering or design of the space limits the ability to maintain six-foot distancing between people in attendance. While it is possible to control the number of attendees at certain daily functions such as appointments at a county facility or court hearings, by their very nature, it is not possible to control the number of attendees at a public meeting.

Because of the ever-evolving circumstances related to the spread of COVID-19 and the inability to control the number of public who may attend an open meeting, Saginaw County and other public bodies in local jurisdictions may find it necessary to conduct public meetings virtually to reduce the risk of spread to members of the public, government staff, or members of public bodies. To accommodate the specific need of protecting the public, staff, and other attendees at public meetings, where capacity is unknown or unable to be controlled, Saginaw County is declaring a Local State of Emergency to allow the continued use of virtual public meetings.



COUNTY OF SAGINAW

111 SOUTH MICHIGAN AVENUE

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PHONE (989) 790-5200 FAX (989) 790-5566



This declaration is made pursuant to the authority contained at §10 of the Emergency Management Act and §3 of the Open Meetings Act, which permits a public body to meet by electronic or telephonic means upon declaration of a local state of emergency or state of disaster if meeting in person would place at risk the personal health or safety of members of the public or members of the public body. Per Section 14 of PA 390, as amended, the Saginaw County Office of Emergency Management is directed to transmit this request to the Emergency Management and Homeland Security Division of the Michigan State Police.

Respectfully,

Carl Ruth, Board Chairman

Saginaw County Board of Commissioners

RESOLUTION "A"

DRAFT

A RESOLUTION DECLARING A LOCAL STATE OF EMERGENCY FOR THE PURPOSE OF PERMITTING THE COUNTY BOARD OF COMMISSIONERS AND OTHER PUBLIC BODIES OF SAGINAW COUNTY TO MEET BY ELECTRONIC AND TELEPHONIC MEANS

At a special meeting of the Board of Commissioners of the County of Saginaw, State of Michigan held at Saginaw, Michigan on the 8th day of April 2021 at 5:00 p.m.

*Christopher S. Boyd, Kathleen K. Dwan, Carol E. Ewing, Kyle R. Harris,
Dennis H. Krafft, Gerald D. Little, Sheldon Matthews, Carl E. Ruth,
Jack B. Tany, James G. Theisen, Michael A. Webster*

**Commissioner _____ offered the following resolution and moved for adoption.
The motion was seconded by Commissioner _____.**

PRESENT, Commissioners:

ABSENT, Commissioners:

WHEREAS, as recently as March 19, 2021 the Director of the Michigan Department of Health and Human Services (MDHHS) made the following findings:

"The novel coronavirus (COVID-19) is a respiratory disease that can result in serious illness or death. It is caused by a new strain of coronavirus not previously identified in humans and easily spread from person to person. COVID-19 spreads through close human contact, even from individuals who may be asymptomatic."

WHEREAS, on March 10, 2020, MDHHS identified the first two presumptive-positive cases of COVID-19 in Michigan. As of March 30, 2021, Michigan had seen 665,948 confirmed cases and 16,082 confirmed deaths attributable to COVID-19. To date, there have been 527 confirmed deaths attributable to COVID-19 in Saginaw County.

WHEREAS, as of March 11, 2021 the State of Michigan had a seven-day average of 1,825 daily cases, nearly 90% higher than the number of cases in mid-February. Since the first cases were confirmed in Saginaw County, the daily COVID-19 positivity rate in Saginaw County has fluctuated with a high of 25.6% and a low 2.7%. The 7-day average positivity rate has trended up since early March 2021 and is currently at 10.5%.

WHEREAS, the Director of the MDHHS has concluded that the COVID-19 pandemic continues to constitute an epidemic in Michigan and that control of the epidemic requires restrictions on public gatherings, and current CDC, MDHHS, and/or MIOSHA recommendations continue to be for staff to work remotely when possible, for personnel to wear masks when unable to distance a minimum of six-feet, for masks to be worn at any gathering, and to reduce capacities when the nature of the gathering or design of the space limits the ability to maintain six-foot distancing between people in attendance.

WHEREAS, it is possible to control the number of attendees at certain daily functions such as appointments at a county facility or court hearings, by their very nature, it is not possible to control the number of attendees at a public meeting.

WHEREAS, because of the ever-evolving circumstances related to the spread of COVID-19 and the inability to control the number of public who may attend an open meeting, Saginaw County and other public bodies in local jurisdictions may find it necessary to conduct public meetings virtually to reduce the risk of spread to members of the public, government staff, or members of public bodies. ;

NOW, THEREFORE, IT IS RESOLVED, that to accommodate the specific need of protecting the public, staff, and other attendees at public meetings, where capacity is unknown or unable to be controlled, the Saginaw County Board of Commissioners is continuing the declaration of a Local State of Emergency made by the Board Chair on April 1, 2021, to allow the continued use of virtual public meetings. This declaration is made pursuant to the authority contained at §10 of the Emergency Management Act and §3 of the Open Meetings Act, which permits a public body to meet by electronic or telephonic means upon declaration of a local state of emergency or state of disaster if meeting in person would place at risk the personal health or safety of members of the public or members of the public body. Per Section 14 of PA 390, as amended, the Saginaw County Office of Emergency Management is directed to transmit this request to the Emergency Management and Homeland Security Division of the Michigan State Police.

BE IT FURTHER RESOLVED, this declaration of a Local State of Emergency shall continue in effect until December 31, 2021.

AYES, Commissioners:

NAYS, Commissioners:

ABSTAIN, Commissioners:

RESOLUTION DECLARED ADOPTED.

CERTIFICATION OF RESOLUTION

STATE OF MICHIGAN)
)ss
COUNTY OF SAGINAW)

I, the undersigned, the duly qualified and acting Clerk of the Board of Commissioners of the County of Saginaw, State of Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a special meeting of the Board of Commissioners of said County, held on the 8th day of April, 2021, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of 1976, as amended.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 8th day of April, 2021.

Vanessa Guerra, County Clerk
County of Saginaw

