

249 N. Miller Road, Saginaw, Michigan 48609-4896  
989.781.0150 | FAX 989.781.0290

[www.thomastwp.org](http://www.thomastwp.org)

THOMAS TOWNSHIP REGULAR BOARD MEETING  
8215 Shields Drive, Saginaw, MI 48609  
December 1, 2025 @ 7:00 p.m.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Consent Agenda
  - A. Approve the November 3, 2025, Regular Board Minutes.
  - B. Approval of the Expenditures.
  - C. Approve the Supervisor's recommendation to reappoint Patrick Lynch to the Planning Commission for the term of 1/1/26-1/1/29.
  - D. Approve the Supervisor's recommendation to reappoint Rod Iamurri to the Zoning Board of Appeals for the term of 1/1/26-1/1/30.
  - E. Approve the recommendation of the Fiscal Services Director to waive penalties on December tax collection for the period of February 14, 2026 through February 28, 2026.
  - F. Approve the Supervisor's recommendations for the Township Board Standing Committees.
  - G. Approve Otto Brandt as the Township Attorney for 2026/2027.
  - H. Approve Masud Labor Law Group as the Township Labor Law Attorney for 2026/2027.
  - I. Approve Spicer Engineering as the Township Engineer for 2026/2027.
  - J. Approve Vector Tech Group for the Township Computer Firm for 2026/2027.
  - K. Accept the resignation of Dominic Goergen from the Fire Department.
  - L. Accept the resignation of Jacob Lounbury from the Fire Department.
  - M. Accept the resignation of Teri Wood from the Finance Department.
6. Communications-Petitions-Citizen Comments

**It is requested that you state your name and address for the record.**
7. Public Hearing
  - A. None
8. Unfinished Business
  - A. None.
9. New Business
  - A. Approve the 2024/2025 Audit.
  - B. Approve Ordinance 25-G-01; Text amendments to Title 8, Water and Sewer.
  - C. Approve Resolution 25-21; appointment of the Trustee and Alternate to the Mid Michigan Waste Authority through 12/31/26.
  - D. Approve Resolution 25-22; Non-Domestic Local Limits.
  - E. Approve Resolution 25-23; for the MDOT annual right-of-way permit.
  - F. Approve the preliminary plat for Thomas Ridge Subdivision.

- G. Approve the purchase of a pump for Pump Station #5 from Kennedy Industries in the amount of \$20,889.00.
- H. Approve Letter Agreement with Spicer Engineering for Design, Bidding, and Construction Administration for North Miller Road Sewer Rehabilitation.
- 10. Reports
  - A. Supervisor
  - B. Clerk
  - C. Treasurer
  - D. Manager
  - E. Community Development
  - F. DPW
  - G. Finance
  - H. Fire Dept.
  - I. Police Dept
  - J. Parks & Recreation
  - K. Nature Center
  - L. Board Members
- 11. Executive Session
  - A. None
- 12. Adjournment

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.

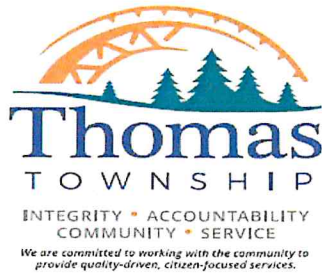
Thomas Township  
Board of Trustee Meeting  
Citizen Comment Instructions

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

Supervisor Sommers 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 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 address to three minutes.



THOMAS TOWNSHIP  
REGULAR BOARD MEETING MINUTES  
8215 Shields Drive, Saginaw, MI 48609  
November 3, 2025  
7:00 p.m.

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

ALSO PRESENT: Township Manager, Deidre Frolo; Deputy Clerk/Administrative Assistant, Connie Watt; Financial Services Director, Aleigha Crowl; DPW Director, Trevor Schultz; Community Development Director, Dan Sika; Parks Director, John Corriveau; Fire Chief, Mike Cousins; Police Chief, Eric Cowles; Township Attorney, Otto Brandt and interested parties.

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

THOMAS TOWNSHIP REGULAR BOARD MEETING  
8215 Shields Drive, Saginaw, MI 48609  
November 3, 2025 @ 7:00 p.m.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Consent Agenda
  - A. Approve the October 6, 2025, Regular Board Minutes.
  - B. Approval of the Expenditures.
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 25-19; establishing the 2026 Board of Trustees meeting dates.
  - B. Approve Resolution 25-20; to accept the Saginaw Area Storm Water Authority (SASWA) Budget Apportionment.

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. Motion was made by List, seconded by DeLine, to approve the Consent Agenda. Motion carried unanimously.

A. Approval of the Board Minutes from the October 6, 2025 regular meeting.

B. Expenditures consisting of: \$1,203,532.08

Clearing Fund	\$3,893.77
General Fund	\$102,776.82
Public Safety-Fire Department	\$28,866.76
Fire Apparatus	\$313.33
Public Safety-Police Department	\$76,651.66
Public Safety-Drug Law Enforcement	\$0.00
Downtown Development Authority	\$5,943.09
Revolving Road Fund	\$0.00
SSRP Grant	\$396,914.12
Sewer Fund	\$45,175.24
Sewer Improvements Grant Fund	\$0.00
Water Fund	\$405,996.45
Municipal Refuse	\$84,893.85
Technology Fund	\$12,707.07
Tax	\$39,399.92

6. Communications-Petitions-Citizen Comments

A. None.

7. Public Hearing

A. None.

8. Unfinished Business

A. None.

9. New Business

A. It was moved by McDonald, seconded by Thayer, to approve Resolution 25-19, establishing the 2026 Board of Trustees meeting dates.

Roll Call:

Ayes: List, McDonald, Thayer, Sommers, Monahan, DeLine, Witt

Nays: None

Abstain: None

Absent: None

Resolution was adopted.

B. It was moved by Monahan, seconded by Thayer, to approve Resolution 25-20, to accept the Saginaw Area Storm Water Authority (SASWA) Budget Apportionment.

Roll Call:

Ayes: Thayer, Sommers, Monahan, DeLine, Witt, List, McDonald

Nays: None

Abstain: None

Absent: None

Resolution was adopted

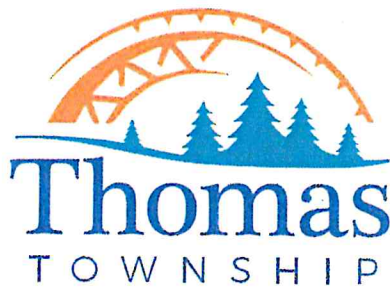
10. Report of Officers and Staff:
  - A. Supervisor's Report – None
  - B. Clerk's Report – Thank you to Connie (Watt) and Sharen for all of their work with the reduction of precincts and eliminating the AV List.
  - C. Treasurer's Report – Thanks to Young-5's for artwork.
  - D. Manager's Report – Thank you to Connie (Watt) for all the work on the precinct changes.
  - E. Receive and file Community Development Reports; TTBA After Hours will be held December 10<sup>th</sup> at the Nature Center from 5:30 p.m.-7:30 p.m. They will also be having a party for kids at the Swan Valley Performing Arts Building on December 6<sup>th</sup>.
  - F. Receive and file the DPW Report; Miller Road, north of State has some sewer Lines that have been compromised that City Sewer is taking a look at.
  - G. Receive and file the Finance Department Report.
  - H. Receive and file the Fire Department Report; Concrete at Station #2 will be poured tomorrow. Smoke Detector/Pizza event went well.
  - I. Receive and file the Police Department Report; new traffic vehicle will be on the road next week.
  - J. Receive and file the Parks and Recreation Report; Haunted Train was successful despite the weather which reduced the number of hours it was open. Trunk or Treat at the Farmer's Market was great! Community Park nets will be coming down this week. Nature Center new hours are out.
11. Executive Session:
  - A. None.
12. It was moved by Witt, seconded by List, to adjourn the meeting at 7:10 p.m. Motion carried unanimously.

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Michael Thayer, Clerk

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Dated



INTEGRITY • ACCOUNTABILITY  
COMMUNITY • SERVICE

*We are committed to working with the community to  
provide quality-driven, citizen-focused services.*

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## **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** December 1, 2025
- **SUBMITTED BY:** Aleigha Crawl, Fiscal Services Director
- **AGENDA TOPIC:** Approval of Expenditures

- **EXPLANATION OF TOPIC:**

The Appropriations Act, passed in March, appropriated total funds for the 2025/2026 fiscal year to operate the various funds' budgets. The board must approve the total expenditures for each fund every month.

In addition to the fund expenditures listed in the motion, Library Fund expenditures were \$6,355.28. 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 balance report

- **POSSIBLE COURSES OF ACTION:** Approve/not approve expenditures

- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_ supported  
by \_\_\_\_\_ to approve the expenditures totaling \$676,626.83 with individual fund totals as follows:

Clearing Fund.....	\$120.00
General Fund.....	\$47,525.16
Public Safety – Fire Department.....	\$5,202.48
Fire Apparatus.....	\$358.50
Public Safety – Police Department.....	\$7,969.92
Public Safety – Drug Law Enforcement.....	\$0.00
Downtown Development Authority.....	\$4,981.98
Road Revolving Fund.....	\$0.00
SSRP GRANT.....	\$183,208.97
Sewer Fund.....	\$49,980.03
Sewer Improvements Grant Fund.....	\$0.00
Water Fund.....	\$367,045.98
Municipal Refuse.....	\$0.00
Technology Fund.....	\$120.00
Tax.....	\$10,113.81

As shown on checks #71912-71971, #1125-1126

INVOICE GL DISTRIBUTION REPORT FOR THOMAS TOWNSHIP  
INVOICE DUE DATES 10/30/2025 - 11/21/2025  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 100 CLEARING FUND							
Dept 000							
100-000-231.575	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	120.00	71915
			Total For Dept 000			120.00	
			Total For Fund 100 CLEARING FUND			120.00	
Fund 101 GENERAL OPERATING FUND							
Dept 000							
101-000-217.000	11/04/25	THOMAS TWP FIRE EQUIPMENT	TAX ADJUSTMENT	JULY-SEPT 2025	11/11/25	9.42	71960
101-000-217.000	11/04/25	THOMAS TWP GENERAL FUND	TAX ADJUSTMENTS - ADMIN FEES	JULY-SEPT 2025	11/11/25	53.02	71961
101-000-217.000	11/04/25	THOMAS TWP LIBRARY	TAX ADJUSTMENTS	JULY-SEPT 2025	11/11/25	22.24	71962
101-000-217.000	11/04/25	THOMAS TWP PUBLIC SAFETY FIR	TAX ADJUSTMENTS	JULY-SEPT 2025	11/11/25	42.40	71963
101-000-217.000	11/04/25	THOMAS TWP PUBLIC SAFETY POL	TAX ADJUSTMENTS	JULY-SEPT 2025	11/11/25	70.68	71964
			Total For Dept 000			197.76	
Dept 101 BOARD-LEGISLATIVE							
101-101-802.000	11/01/25	OTTO BRANDT	LEGAL SERVICES	OCTOBER 2025	11/11/25	900.00	71937
101-101-900.000	10/31/25	MLIVE MEDIA GROUP	BRD MTG	3546044	11/11/25	208.60	71935
			Total For Dept 101 BOARD-LEGISLATIVE			1,108.60	
Dept 172 MANAGER-ADMINISTRATIVE							
101-172-740.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	306.02	71915
			Total For Dept 172 MANAGER-ADMINISTRATIVE			306.02	
Dept 191 ELECTIONS							
101-191-740.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	99.15	71915
101-191-810.000	10/20/25	SAGINAW COUNTY CLERK	2025 EARLY VOTE CENTER EXPENSES	2025-1	11/11/25	505.00	71945
			Total For Dept 191 ELECTIONS			604.15	
Dept 215 CLERK							
101-215-740.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	55.20	71915
101-215-960.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	162.28	71915
			Total For Dept 215 CLERK			217.48	
Dept 253 TREASURER-FINANCE DEPARTMENT							
101-253-740.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	91.12	71915
101-253-804.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	404.00	71915
101-253-960.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	(285.00)	71915
101-253-960.000	10/31/25	SPEEDWAY/WEX INC	GAS/DIESEL FUEL	108319240	11/11/25	24.11	71951
			Total For Dept 253 TREASURER-FINANCE DEPARTMENT			234.23	
Dept 257 ASSESSING							
101-257-810.000	10/21/25	MICHIGAN ASSESSING COALITION	NOVEMBER ASSESSING SERVICES	1117	11/11/25	8,133.33	71931
			Total For Dept 257 ASSESSING			8,133.33	
Dept 265 BUILDING & GROUNDS							
101-265-740.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	565.57	71915
101-265-740.125	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	351.83	71915
101-265-810.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	393.00	71915
101-265-810.000	10/31/25	SHRED EXPERTS	DOCUMENT SHREDDING	162970	11/11/25	62.50	71950
101-265-850.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	613.62	71915
101-265-930.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	76.57	71915
101-265-930.000	10/31/25	GW HEATING & AIR INC.	REPAIR - ADMIN BLDG/LIBRARY	OCTOBER 2025	11/11/25	540.00	71924
101-265-930.000	10/31/25	SHERWIN-WILLIAMS	PAINT - DPW & RAILING - PB SAFETY	OCTOBER 2025	11/11/25	135.40	71948
101-265-930.000	09/11/25	STATE OF MICHIGAN	2026 ELEVATOR RENEWAL INVOICE - AD	99R2506152 - 99	11/11/25	293.55	71954

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL OPERATING FUND							
Dept 265 BUILDING & GROUNDS							
101-265-930.000	10/27/25	TRUGREEN PROCESSING CENTER	LAWN SERVICE - 249 N MILLER RD	218405131	11/11/25	250.48	71969
			Total For Dept 265 BUILDING & GROUNDS			3,282.52	
Dept 276 CEMETERY							
101-276-930.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	56.86	71915
			Total For Dept 276 CEMETERY			56.86	
Dept 371 COMMUNITY DEVELOPMENT							
101-371-740.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	108.19	71915
101-371-817.100	10/01/25	SPICER GROUP INC.	THOMAS TWP MASTER PLAN ADMENDMENT	240974	11/11/25	656.75	71952
101-371-850.100	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	30.36	71915
101-371-938.100	10/31/25	SPEEDWAY/WEX INC	GAS/DIESEL FUEL	108319240	11/11/25	26.29	71951
101-371-960.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	649.67	71915
101-371-960.000	10/21/25	MICHIGAN ASSOC OF PLANNING	PLANNING MICHIGAN 2025 - SIKA	6954	11/11/25	515.00	71932
			Total For Dept 371 COMMUNITY DEVELOPMENT			1,986.26	
Dept 421 CONSTRUCTION CODES							
101-421-850.100	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	10.02	71915
101-421-938.100	10/31/25	SPEEDWAY/WEX INC	GAS/DIESEL FUEL	108319240	11/11/25	136.87	71951
			Total For Dept 421 CONSTRUCTION CODES			146.89	
Dept 448 STREET LIGHTING							
101-448-920.000	10/31/25	CONSUMERS ENERGY CO	UTILITY BILL - STREETLIGHTS	Multiple	11/11/25	5,923.43	71919
			Total For Dept 448 STREET LIGHTING			5,923.43	
Dept 450 ROAD PROGRAMS							
101-450-930.000	10/25/25	BOARD OF COUNTY ROAD COMM	DUST CONTROL - VARIOUS ROADS #504	Multiple	11/11/25	16,162.62	71913
			Total For Dept 450 ROAD PROGRAMS			16,162.62	
Dept 752 ADMINISTRATION							
101-752-817.000	11/01/25	OTTO BRANDT	LEGAL SERVICES	OCTOBER 2025	11/11/25	125.00	71937
			Total For Dept 752 ADMINISTRATION			125.00	
Dept 756 FACILITY ACQUISITION/CONSTRUC							
101-756-974.000	06/30/25	AKT PEERLESS	PRJCT 20249500 - 8136 SHIELDS DR -	81479	11/11/25	2,800.00	71912
			Total For Dept 756 FACILITY ACQUISITION/CONSTRUC			2,800.00	
Dept 762 SENIOR CITIZENS PROGRAMS							
101-762-740.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	111.80	71915
101-762-740.000	11/05/25	SWAN VALLEY SCHOOL DISTRICT	THOMAS TOWNSHIP SENIOR LUNCHEON -	530	11/11/25	221.98	71957
			Total For Dept 762 SENIOR CITIZENS PROGRAMS			333.78	
Dept 763 SOCCER							
101-763-740.675	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	33.98	71915
			Total For Dept 763 SOCCER			33.98	
Dept 768 ARCHERY							
101-768-740.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	97.80	71915
			Total For Dept 768 ARCHERY			97.80	
Dept 770 OPERATIONS & MAINTENANCE							
101-770-850.100	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	211.60	71915
101-770-920.000	10/31/25	CONSUMERS ENERGY CO	UTILITY BILL - 455 S MILLER L4 LIG	Multiple	11/11/25	488.64	71919
101-770-930.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	157.26	71915

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
<b>Fund 101 GENERAL OPERATING FUND</b>							
<b>Dept 770 OPERATIONS &amp; MAINTENANCE</b>							
101-770-930.000	11/07/25	HOME DEPOT CREDIT SERVICES	REPAIRS/MAINTENANCE	NOVEMBER 2025	11/11/25	15.97	71925
101-770-938.000	10/21/25	TOTTEN TIRE NORTHWEST INC.	REPAIR - 2002 CHEVY SILVERADO - PA	206729	11/11/25	73.00	71967
101-770-938.100	10/31/25	SPEEDWAY/WEX INC	GAS/DIESEL FUEL	108319240	11/11/25	462.53	71951
Total For Dept 770 OPERATIONS & MAINTENANCE						1,409.00	
<b>Dept 772 NATURE PRESERVE/CENTER</b>							
101-772-740.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	138.36	71915
101-772-740.000	10/24/25	PRINT EXPRESS OFFICE PRODUCT	NATURE CENTER SUPPLIES	0107853-001	11/11/25	146.50	71939
101-772-810.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	99.99	71915
Total For Dept 772 NATURE PRESERVE/CENTER						384.85	
<b>Dept 774 SPECIAL EVENTS</b>							
101-774-740.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	69.57	71915
101-774-740.000	11/07/25	HOME DEPOT CREDIT SERVICES	REPAIRS/MAINTENANCE	NOVEMBER 2025	11/11/25	39.74	71925
101-774-740.000	11/10/25	ROOFTOP REINDEER LLC	WINTER WONDERLAND - ROBERTS PARK -	2025 - 12/12 &	11/11/25	3,800.00	71944
Total For Dept 774 SPECIAL EVENTS						3,909.31	
<b>Dept 776 TRAIN</b>							
101-776-930.000	10/31/25	NAPA AUTO PARTS	VEHICLE MAINTENANCE	OCTOBER 2025	11/11/25	71.29	71936
Total For Dept 776 TRAIN						71.29	
Total For Fund 101 GENERAL OPERATING FUND						47,525.16	
<b>Fund 205 PUBLIC SAFETY-FIRE DEPARTMENT</b>							
<b>Dept 000</b>							
205-000-740.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	693.79	71915
205-000-740.000	11/07/25	HOME DEPOT CREDIT SERVICES	REPAIRS/MAINTENANCE	NOVEMBER 2025	11/11/25	23.66	71925
205-000-742.000	10/27/25	WORKWEAR STORE (THE)	UNIFORMS - FIRE	32761	11/11/25	105.00	71971
205-000-804.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	277.50	71915
205-000-804.000	09/24/25	INT L ASSOC. OF FIRE CHIEFS	2026 MEMBERSHIP - COUSINS	01/01/26-12/31/	11/11/25	265.00	71927
205-000-804.000	11/03/25	MICHIGAN STATE FIREMEN'S ASS	2026 DEPARTMENT MEMBERSHIP - FIRE	2026	11/11/25	100.00	71934
205-000-810.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	575.99	71915
205-000-810.000	10/30/25	SHRED EXPERTS	DOCUMENT SHREDDING	162652	11/11/25	25.00	71950
205-000-810.000	10/27/25	TRUGREEN PROCESSING CENTER	LAWN SERVICE - 8215 SHIELDS DR	218401840	11/11/25	44.50	71969
205-000-850.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	248.03	71915
205-000-850.100	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	78.02	71915
205-000-920.000	10/31/25	CONSUMERS ENERGY CO	UTILITY BILL - 48609 SIREN RD	204924858456	11/11/25	27.18	71919
205-000-920.000	11/01/25	THOMAS TWP WATER	UTILITY BILL - 9970 DICE RD	08/01/25-11/01/	11/11/25	115.02	71965
205-000-930.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	19.03	71915
205-000-930.100	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	143.17	71915
205-000-938.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	269.00	71915
205-000-938.000	10/21/25	FRONT LINE SERVICES INC	REPAIRS/MAINTENANCE - FIRE	41848	11/11/25	110.00	71923
205-000-938.000	10/31/25	NAPA AUTO PARTS	VEHICLE MAINTENANCE	OCTOBER 2025	11/11/25	32.74	71936
205-000-938.000	11/04/25	SHIELDS QUICK LUBE LLC	VEHICLE MAINTENANCE	OCTOBER 2025	11/11/25	348.65	71949
205-000-938.100	10/31/25	SPEEDWAY/WEX INC	GAS/DIESEL FUEL	108319240	11/11/25	890.73	71951
205-000-960.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	654.38	71915
205-000-960.000	05/29/25	JONES & BARTLETT LEARNING,LL	EDUCATION/TRAINING - FIRE	1122136	11/11/25	60.71	71928

INVOICE GL DISTRIBUTION REPORT FOR THOMAS TOWNSHIP  
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 BOTH OPEN AND PAID

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 206 FIRE APPARATUS							
Dept 000							
206-000-970.000	10/24/25	PHOENIX SAFETY OUTFITTERS	REPAIR - GOERGEN PANT - FIRE	SI-161420	11/11/25	358.50	71938
			Total For Dept 000			358.50	
			Total For Fund 206 FIRE APPARATUS			358.50	
Fund 207 PUBLIC SAFETY-POLICE							
Dept 000							
207-000-740.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	539.71	71915
207-000-740.000	10/28/25	M&S PRINTMEDIA, INC	THERMAL ROLLS - POLICE	00000439	11/11/25	67.44	71930
207-000-742.000	10/15/25	COPS PLUS.COM	UNIFORMS - POLICE	08171157	11/11/25	447.00	71920
207-000-742.000	11/03/25	ED REHMANN & SONS	UNIFORMS - POLICE	816614	11/11/25	12.00	71922
207-000-802.000	11/01/25	OTTO BRANDT	LEGAL SERVICES	OCTOBER 2025	11/11/25	2,312.50	71937
207-000-810.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	117.90	71915
207-000-810.000	11/03/25	SAGINAW COUNTY TREASURER	ARRAIGNMENT - OCTOBER 2025	17246	11/11/25	214.20	71946
207-000-810.000	10/30/25	SHRED EXPERTS	DOCUMENT SHREDDING	162652	11/11/25	25.00	71950
207-000-810.000	10/27/25	TRUGREEN PROCESSING CENTER	LAWN SERVICE - 8215 SHIELDS DR	218401840	11/11/25	44.49	71969
207-000-850.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	149.78	71915
207-000-850.100	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	330.49	71915
207-000-930.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	19.03	71915
207-000-938.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	179.80	71915
207-000-938.000	10/31/25	STROEBEL AUTOMOTIVE	OIL/FILTER CHNG - 2022 FORD F-150	Multiple	11/11/25	1,480.19	71956
207-000-938.100	10/31/25	SPEEDWAY/WEX INC	GAS/DIESEL FUEL	108319240	11/11/25	1,950.40	71951
207-000-956.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	79.99	71915
			Total For Dept 000			7,969.92	
			Total For Fund 207 PUBLIC SAFETY-POLICE			7,969.92	
Fund 248 Downtown Development Authority							
Dept 000							
248-000-817.000	10/29/25	SPICER GROUP INC.	THOMAS TWP DDA BOUNDARY UPDATE	241549	11/11/25	4,868.50	71952
248-000-974.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	113.48	71915
			Total For Dept 000			4,981.98	
			Total For Fund 248 Downtown Development Authorit			4,981.98	
Fund 271 LIBRARY FUND							
Dept 000							
271-000-728.000	10/14/25	COUGHLAN COMPANIES, LLC	BOOKS	395158 - 9206	11/11/25	511.14	71921
271-000-728.000	11/04/25	INGRAM LIBRARY SERVICES, LLC	BOOKS	9211	11/11/25	78.07	71926
271-000-728.000	11/04/25	THE PENWORTHY COMPANY LLC	BOOKS	9209	11/11/25	738.82	71959
271-000-728.100	11/04/25	CENGAGE LEARNING INC - GALE	BOOKS	9212	11/11/25	527.61	71914
271-000-728.100	11/04/25	INGRAM LIBRARY SERVICES, LLC	BOOKS	9211	11/11/25	166.03	71926
271-000-728.100	11/04/25	THE PENWORTHY COMPANY LLC	BOOKS	9209	11/11/25	574.80	71959
271-000-732.000	10/14/25	COLLABORATIVE SUMMER LIBRARY	2025 SUMMER PROGRAM SUPPLIES - LIB	366774 - 9214	11/11/25	2,628.81	71918
271-000-930.000	10/31/25	GW HEATING & AIR INC.	REPAIR - ADMIN BLDG/LIBRARY	OCTOBER 2025	11/11/25	240.00	71924
271-000-930.000	11/01/25	PROFESSIONAL BUILDING SERVIC	OCTOBER 2025 CUSTODIAL SVCS - LIBR	9154 - 9210	11/11/25	890.00	71940
			Total For Dept 000			6,355.28	
			Total For Fund 271 LIBRARY FUND			6,355.28	
Fund 587 STATE OF MICHIGAN GRANT							
Dept 000							
587-000-974.590	08/22/25	SPICER GROUP INC.	THOMAS TWP - PHOENIX PRJCT	240765	11/11/25	2,607.75	1126
587-000-974.591	10/31/25	AMERICAN EXCAVATING, LTD	PHOENIX PRJCT - 07/01/25-10/31/25	131335SG2021-PP	11/11/25	169,280.72	1125

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Fund 587 STATE OF MICHIGAN GRANT							
Dept 000							
587-000-974.591	08/22/25	SPICER GROUP INC.	THOMAS TWP - PHOENIX PRJCT	240765	11/11/25	11,320.50	1126
Total For Dept 000						183,208.97	
Total For Fund 587 STATE OF MICHIGAN GRANT						183,208.97	
Fund 590 SEWER FUND							
Dept 536 ADMINISTRATION							
590-536-740.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	190.40	71915
590-536-740.000	10/29/25	TRI-CITY KUSTOMZ	REMOVE/REPLACE GRAPHICS - DPW BLDG	4498	11/11/25	242.50	71968
590-536-740.000	10/27/25	U. S. POSTAL SERVICE	BULK POSTAGE PERMIT #273 - NOVEMBE	11/06/2025	11/11/25	644.91	71970
590-536-802.000	11/01/25	OTTO BRANDT	LEGAL SERVICES	OCTOBER 2025	11/11/25	812.50	71937
Total For Dept 536 ADMINISTRATION						1,890.31	
Dept 540 OPERATIONS & MAINTENANCE							
590-540-742.000	11/07/25	HOME DEPOT CREDIT SERVICES	REPAIRS/MAINTENANCE	NOVEMBER 2025	11/11/25	179.97	71925
590-540-742.000	11/03/25	RED WING SHOES	SAFETY BOOTS - EVERETT	110325C	11/11/25	121.12	71942
590-540-810.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	58.95	71915
590-540-810.000	10/28/25	TERMINIX PROCESSING CENTER	PEST CONTROL - 251 N MILLER RD	84335314	11/11/25	21.25	71958
590-540-810.000	10/15/25	TRUGREEN PROCESSING CENTER	LAWN SERVICE - 251 MILLER CT	217898726	11/11/25	35.60	71969
590-540-850.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	69.93	71915
590-540-850.100	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	60.42	71915
590-540-920.000	10/27/25	CONSUMERS ENERGY CO	UTILITY BILL - 1070 SUE ST	Multiple	11/11/25	4,780.62	71919
590-540-930.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	19.04	71915
590-540-930.000	11/07/25	HOME DEPOT CREDIT SERVICES	REPAIRS/MAINTENANCE	NOVEMBER 2025	11/11/25	1,351.51	71925
590-540-930.000	11/04/25	KENNEDY INDUSTRIES INC.	STATIONS 2 & 13 - WASTE WATER TRAN	648841	11/11/25	2,789.00	71929
590-540-930.000	10/31/25	NAPA AUTO PARTS	VEHICLE MAINTENANCE	OCTOBER 2025	11/11/25	16.73	71936
590-540-930.000	10/30/25	R.B. SATKOWIAK'SCITY SEWER C	M46 & M52 - RMV DEBRIS - PUMP STAT	Multiple	11/11/25	37,414.89	71941
590-540-930.000	10/31/25	SHERWIN-WILLIAMS	PAINT - DPW & RAILING - PB SAFETY	OCTOBER 2025	11/11/25	9.00	71948
590-540-930.000	10/31/25	STONE QUEST INC	FILL SAND - DPW	OCTOBER 2025	11/11/25	68.12	71955
590-540-938.000	11/04/25	SHIELDS QUICK LUBE LLC	VEHICLE MAINTENANCE	OCTOBER 2025	11/11/25	30.47	71949
590-540-938.100	10/31/25	SPEEDWAY/WEX INC	GAS/DIESEL FUEL	108319240	11/11/25	1,063.10	71951
Total For Dept 540 OPERATIONS & MAINTENANCE						48,089.72	
Total For Fund 590 SEWER FUND						49,980.03	
Fund 591 WATER FUND							
Dept 536 ADMINISTRATION							
591-536-740.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	190.40	71915
591-536-740.000	10/29/25	TRI-CITY KUSTOMZ	REMOVE/REPLACE GRAPHICS - DPW BLDG	4498	11/11/25	242.50	71968
591-536-740.000	10/27/25	U. S. POSTAL SERVICE	BULK POSTAGE PERMIT #273 - NOVEMBE	11/06/2025	11/11/25	644.91	71970
591-536-802.000	11/01/25	OTTO BRANDT	LEGAL SERVICES	OCTOBER 2025	11/11/25	100.00	71937
591-536-804.000	10/30/25	STATE OF MICHIGAN	2026 COMMUNITY PUBLIC WATER SUPPLY	761-11361404	11/11/25	7,481.85	71953
Total For Dept 536 ADMINISTRATION						8,659.66	
Dept 540 OPERATIONS & MAINTENANCE							
591-540-742.000	11/07/25	HOME DEPOT CREDIT SERVICES	REPAIRS/MAINTENANCE	NOVEMBER 2025	11/11/25	179.97	71925
591-540-742.000	11/03/25	RED WING SHOES	SAFETY BOOTS - EVERETT	110325C	11/11/25	121.12	71942
591-540-810.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	58.95	71915
591-540-810.000	10/28/25	TERMINIX PROCESSING CENTER	PEST CONTROL - 251 N MILLER RD	84335314	11/11/25	21.26	71958
591-540-810.000	10/15/25	TRUGREEN PROCESSING CENTER	LAWN SERVICE - 251 MILLER CT	217898726	11/11/25	35.59	71969
591-540-850.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	69.93	71915
591-540-850.100	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	60.42	71915
591-540-920.000	10/29/25	CONSUMERS ENERGY CO	UTILITY BILL - 12350 GEDDES RD	201187341771	11/11/25	29.07	71919

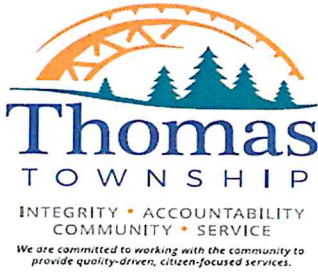
GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
<b>Fund 591 WATER FUND</b>							
<b>Dept 540 OPERATIONS &amp; MAINTENANCE</b>							
591-540-920.000	11/01/25	THOMAS TWP WATER	UTILITY BILL - 10000 FROST RD	08/01/25-11/01/	11/11/25	153.05	71965
591-540-927.000	10/31/25	CITY OF SAGINAW	USAGE - 6703 GRATIOT AVE	10/31/2025	11/11/25	228,130.98	71917
591-540-927.100	10/31/25	CITY OF SAGINAW	USAGE - 6703 GRATIOT AVE	10/31/2025	11/11/25	123,783.00	71917
591-540-930.000	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	19.04	71915
591-540-930.000	11/07/25	HOME DEPOT CREDIT SERVICES	REPAIRS/MAINTENANCE	NOVEMBER 2025	11/11/25	1,351.51	71925
591-540-930.000	11/03/25	MICHIGAN PIPE & VALVE	REPAIRS/MAINTENANCE	S048446	11/11/25	2,705.00	71933
591-540-930.000	10/31/25	NAPA AUTO PARTS	VEHICLE MAINTENANCE	OCTOBER 2025	11/11/25	16.73	71936
591-540-930.000	10/31/25	R.B. SATKOWIAK'SCITY SEWER C	N MILLER RD	Multiple	11/11/25	480.00	71941
591-540-930.000	10/31/25	SHERWIN-WILLIAMS	PAINT - DPW & RAILING - PB SAFETY	OCTOBER 2025	11/11/25	9.00	71948
591-540-930.000	10/31/25	STONE QUEST INC	FILL SAND - DPW	OCTOBER 2025	11/11/25	68.12	71955
591-540-938.000	11/04/25	SHIELDS QUICK LUBE LLC	VEHICLE MAINTENANCE	OCTOBER 2025	11/11/25	30.48	71949
591-540-938.100	10/31/25	SPEEDWAY/WEX INC	GAS/DIESEL FUEL	108319240	11/11/25	1,063.10	71951
Total For Dept 540 OPERATIONS & MAINTENANCE						358,386.32	
Total For Fund 591 WATER FUND						367,045.98	
<b>Fund 603 TECHNOLOGY FUND</b>							
<b>Dept 000</b>							
603-000-745.300	10/23/25	CHOICEONE BANK	CONF/AMZN/ODP/CALENDLY/PITNEY BOWE	OCTOBER 2025	11/11/25	120.00	71915
Total For Dept 000						120.00	
Total For Fund 603 TECHNOLOGY FUND						120.00	
<b>Fund 703 TAX FUND</b>							
<b>Dept 000</b>							
703-000-202.000	11/11/25	TITLE RESOURCE AGENCY	2025 Sum Tax Refund 28-12-3-36-101	11/11/2025	11/11/25	227.53	71966
703-000-216.450	11/06/25	THOMAS TWP GENERAL FUND	TAX PAYMENTS - 10/24/25-11/06/25 -	SUMMER 2025	11/11/25	71.83	71961
703-000-222.000	11/06/25	SAGINAW COUNTY TREASURER	TAX PAYMENTS - 10/24/25-11/06/25	SUMMER 2025	11/11/25	4,386.36	71946
703-000-222.400	11/06/25	SAGINAW COUNTY TREASURER	TAX PAYMENTS - 10/24/25-11/06/25	SUMMER 2025	11/11/25	5,428.09	71947
Total For Dept 000						10,113.81	
Total For Fund 703 TAX FUND						10,113.81	

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INVOICE GL DISTRIBUTION REPORT FOR THOMAS TOWNSHIP  
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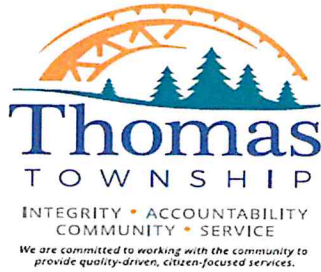
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GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund Totals:							
			Fund 100 CLEARING FUND			120.00	
			Fund 101 GENERAL OPERATING FUND			47,525.16	
			Fund 205 PUBLIC SAFETY-FIRE DEPARTME			5,202.48	
			Fund 206 FIRE APPARATUS			358.50	
			Fund 207 PUBLIC SAFETY-POLICE			7,969.92	
			Fund 248 Downtown Development Author			4,981.98	
			Fund 271 LIBRARY FUND			6,355.28	
			Fund 587 STATE OF MICHIGAN GRANT			183,208.97	
			Fund 590 SEWER FUND			49,980.03	
			Fund 591 WATER FUND			367,045.98	
			Fund 603 TECHNOLOGY FUND			120.00	
			Fund 703 TAX FUND			10,113.81	
			Total For All Funds:			682,982.11	



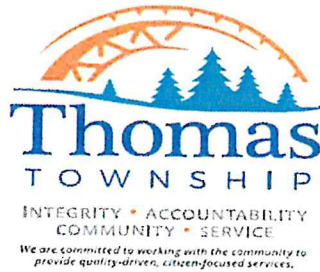
## **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** December 1, 2025
- **SUBMITTED BY:** David Sommers, Township Supervisor
- **AGENDA TOPIC:** Approve the Supervisor's recommendation to reappoint Patrick Lynch to the Planning Commission for a term of 1/1/26-1/1/30.
- **EXPLANATION OF TOPIC:** The term of Patrick Lynch on the Planning Commission is set to expire 1/1/26. Pat has expressed interest in continuing on the board. He has been a great asset to the Planning Commission and I am recommending reappointing him for a term of 1/1/26-1/1/30.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** None.
- **POSSIBLE COURSES OF ACTION:** Approve, Deny, Amend or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to approve the reappointment of Patrick Lynch to the Planning Commission for a term of 1/1/26-1/1/30.
- **ROLL CALL VOTE REQUIRED?** No.



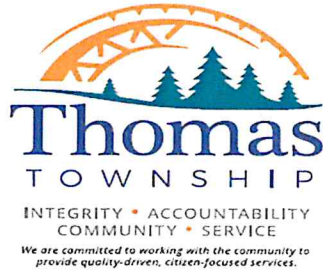
## **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** December 1, 2025
- **SUBMITTED BY:** David Sommers, Township Supervisor
- **AGENDA TOPIC:** Approve the Supervisor's recommendation to reappoint Rod Iamurri to the Zoning Board of Appeals for a term of 1/1/26-1/1/29.
- **EXPLANATION OF TOPIC:** The term of Rod Iamuuri on the Zoning Board of Appeals is set to expire 1/1/26. He is interested in continuing on the board. He has been very effective and conscience serving on the ZBA. I am recommending he be reappointed for a term of 1/1/26-1/1/29.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** None.
- **POSSIBLE COURSES OF ACTION:** Approve, Deny, Amend or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to approve the reappointment of Rod Iamurri to the Zoning Board of Appeals for a term of 1/1/26-1/1/29.
- **ROLL CALL VOTE REQUIRED?** No.



## **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** December 1, 2025
- **SUBMITTED BY:** Aleigha Crowl, Fiscal Services Director  
Steven Witt, Treasurer
- **AGENDA TOPIC:** Waiver of Penalty for 2025 Winter Property Taxes.
- **EXPLANATION OF TOPIC:** The last day to pay 2025 Winter property taxes without penalty is February 17, 2026. Because February 28 falls on a weekend, the Township will continue to collect 2025 Winter property taxes through March 2, 2026. Any unpaid taxes will be turned over to the Saginaw County Treasurer on March 3, 2026, for collection as delinquent. While the Township has the authority to assess penalties on 2025 Winter tax payments received between February 18 and March 2, 2026, these penalties have traditionally been waived. I am requesting authorization to continue this practice and waive penalties on 2025 Winter property tax payments received during this period. Penalties for July property taxes will continue to be applied as required by the State of Michigan.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** None
- **POSSIBLE COURSES OF ACTION:** Approve, Deny, Amend, or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to accept the recommendation to waive penalties on the Winter property tax collection for the period of February 18, 2026, through March 2, 2026.
- **ROLL CALL VOTE REQUIRED?** No



249 N. Miller Road, Saginaw, Michigan 48609-4896  
989.781.0150 | FAX 989.781.0290  
[www.thomas twp.org](http://www.thomas twp.org)

## **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** December 1, 2025
- **SUBMITTED BY:** David Sommers, Township Supervisor
- **AGENDA TOPIC:** Approve the Township Board Standing Committees for the 2026 calendar year.
- **EXPLANATION OF TOPIC:** As Township Supervisor, one of my responsibilities is to appoint the Township Board standing committees with the Board's approval. Therefore, I am submitting the list below for the Board's consideration.

### **STANDING COMMITTEES**

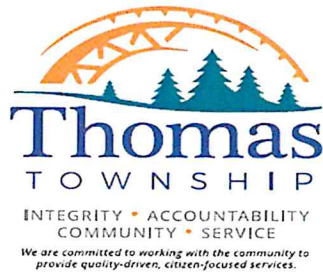
(\* asterisk indicates Chairperson)

	<b>ALTERNATE</b>			
<b>PUBLIC SAFETY</b>	Tara*	Katie	Nate	Craig
<b>PERSONNEL</b>	Craig*	Dave	Steve	Mike
<b>POLICY &amp; ORDINANCE</b>	Mike*	Nate	Tara	Dave

<b>AD HOC COMMITTEES</b>			
<b>ROADS</b>	Steve*	Katie	Dave
<b>NEGOTIATIONS</b>	Mike	Dave	Steve

<b>OTHER</b>	
<b>PLANNING COMMISSION</b>	Katie
<b>ZONING BOARD OF APPEALS</b>	Craig
<b>DOWNTOWN DEVELOPMENT AUTHORITY</b>	Dave

- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** None.
- **POSSIBLE COURSES OF ACTION:** Approve, Amend, Deny or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_ supported by \_\_\_\_\_, to approve the proposed slate of standing committees as submitted by the Township Supervisor for the year 2026.
- **ROLL CALL VOTE REQUIRED:** No.



## **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** December 1, 2025
- **SUBMITTED BY:** Deidre Frollo, Township Manager
- **AGENDA TOPIC:** Selection of Municipal Law Attorney for 2026/2027.
- **EXPLANATION OF TOPIC:** Each year the Township selects its providers of professional services for the coming fiscal year; Otto Brandt has served Thomas Township very well for many years as our Municipal Law Attorney. As such, we are requesting your support to select Otto for another year. Otto will provide legal services to Thomas Township at the rate of \$125.00 per hour plus \$750.00 per month general retainer. These fees are remaining at the same rate as in 2025.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Letter of Interest.
- **POSSIBLE COURSES OF ACTION:** Approve, Deny, Amend or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to select Otto Brandt as the Township's Municipal Law Attorney for the 2026/27 fiscal year.
- **ROLL CALL VOTE REQUIRED?** No

# BRANDT & GILBERT

THE LAWYERS BUILDING  
715 COURT STREET  
SAGINAW, MICHIGAN 48602

OTTO W. BRANDT  
DONALD A. GILBERT

OTTO W. BRANDT  
Telephone (989) 793-4740  
Facsimile (989) 790-2880  
ottobrandt@yahoo.com

October 22, 2025

Ms. Deidre Frollo  
Thomas Township Manager  
249 N. Miller Road  
Saginaw, Michigan 48609

Re: Legal Services

Dear Ms. Frollo:

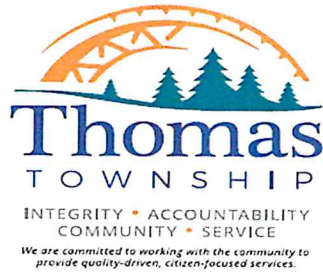
In response to your October 8th, 2025 request, please be advised that I propose to provide legal services to Thomas Township at the rate of \$125.00 per hour plus \$750.00 per month general retainer. The monthly retainer is intended to encourage Township inquiries and to cover incidental costs for minor amounts of time and other services responding to them. Please call if you have any questions regarding this matter.

Very truly yours,



OTTO W. BRANDT

OWB/cw



## **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** December 1, 2025
- **SUBMITTED BY:** Deidre Frollo, Township Manager
- **AGENDA TOPIC:** Selection of Labor Law Attorney for 2026/2027.
- **EXPLANATION OF TOPIC:** Each year providers of specific professional services are selected by the Township. Masud Labor Law Group has served in the past as the Township's labor law firm for all employment-related issues including collective bargaining. David Masud has expressed an interest in continuing his services. Fees for 2026/2027 service have not increased and will be \$250.00 per hour as they have been for the fourth straight year. I would recommend continuing to use Masud Labor Law Group as our labor law attorney for the 2026/2027 fiscal year.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Letter of Interest.
- **POSSIBLE COURSES OF ACTION:** Approve, Deny, Amend, or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to select Masud Labor Law Group as the Township's Labor Law Attorney for the 2026/2027 fiscal year.
- **ROLL CALL VOTE REQUIRED?** No



October 20, 2025

Ms. Deidre Frollo  
Township Manager  
Thomas Township Manager  
249 North Miller Road  
Saginaw, MI 48609-4896

RE: Legal Services

Dear Ms. Frollo:

We thank you and the Township Board for the trust and confidence you have placed in our firm to provide labor and employment law services to the Township. We very much look forward to continuing to serve the Township in the future.

We also certainly have an appreciation for the budget constraints our public sector employer clients work under. For this reason, you may recall that we did not raise our rate in 2025. I am pleased to inform you that we do not propose to increase our rate for 2026 either. Accordingly, we will maintain our rate of \$250.00 per hour for a fourth year and throughout 2026.

As in the past, this hourly rate includes all advice, counseling, and representation required, as well as clerical services and other miscellaneous expenses. Excluded from this hourly rate are expenses such as court costs, deposition costs, witness fees, arbitration fees, filing fees, mileage, photocopies, and other expenses required by statute or court rule. We would further propose the same billing arrangements that have been utilized in the past. Each month a detailed and itemized billing statement is sent via e-mail describing the legal services performed, and the time spent performing each particular service.

Consistent with our law firm's policy, we do not obligate clients to continue to utilize our legal services. If reappointed by the Township Board as labor and employment attorneys, McGraw Morris Masud will only work at the pleasure of the Township Board, and only so long as you and your Board are satisfied with our services. Therefore, nothing in this correspondence should be interpreted to suggest a contractual obligation on behalf of the Township to continue the attorney/client relationship for any definite period.

(o) 989-792-4499  
(f) 989-792-7725

4449 Fashion Square Blvd. Suite 1  
Saginaw, Michigan 48603

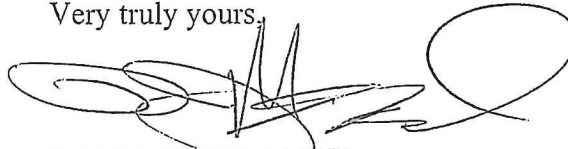
[www.masudlaborlaw.com](http://www.masudlaborlaw.com)

October 20, 2025

Page 2

Thank you for your time and consideration. Again, please express our gratitude to the Township Board.

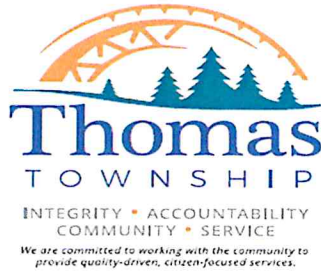
Very truly yours,

A handwritten signature in black ink, appearing to read 'David John Masud', with a large, stylized loop at the end.

DAVID JOHN MASUD

DJM/sg

cc: David Bryce



249 N. Miller Road, Saginaw, Michigan 48609-4896  
989.781.0150 | FAX 989.781.0290

[www.thomastwp.org](http://www.thomastwp.org)

## **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** December 1, 2025
- **SUBMITTED BY:** Deidre Frolo, Township Manager
- **AGENDA TOPIC:** Selection of Township's Engineering Firm for 2026/2027.
- **EXPLANATION OF TOPIC:** Annually, the Township selects an engineering firm to serve as its provider of general engineering series for the upcoming fiscal year. Spicer Group has served as the Township's engineering firm for most its water and sewer system work. Their costs have increased for the most part averaging 3% with some service categories increasing by 5% for senior engineers. Given the exemplary past service, I would recommend continuing to use them for this next fiscal year
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Letter of Interest
- **POSSIBLE COURSES OF ACTION:** Approve, Deny, Amend or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to select Spicer Group as the Township's engineering firm for the 2026/2027 fiscal year.
- **ROLL CALL VOTE REQUIRED?** No



ENGINEERS ♦ SURVEYORS ♦ PLANNERS

November 12, 2025

Deidre Frollo, Manager  
Thomas Township  
249 N. Miller Road  
Saginaw, MI 48609

RE: 2026 Engineering Services  
Thomas Township, Saginaw County, MI

Deidre:

We truly value our relationship with Thomas Township and welcome the opportunity to be once again selected as your primary provider for engineering services. We are committed to the township and will continue to provide you with a high level and great quality of professional services in a timely and cost-effective manner.

Enclosed for your review and consideration is a copy of our Standard Hourly Rates for 2026.

Again, thank you for the opportunity to serve you and your township.

Sincerely,



**Ronald B. Hansen, P.E., P.S.**  
President/CEO

**SPICER GROUP, INC.**  
230 S. Washington Avenue  
Saginaw, MI 48607  
Phone: 989-754-4717  
Email: [ronh@spicergroup.com](mailto:ronh@spicergroup.com)

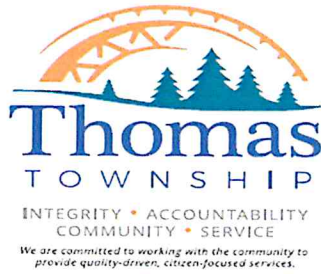
STRONGER. SAFER. SMARTER. **SPICER.**

[WWW.SPICERGROUP.COM](http://WWW.SPICERGROUP.COM)

**Spicer Group, Inc.**  
**Standard Hourly Rates Effective January 2026**

Administrative Assistant I	\$88.00	Designer I	\$132.00	Project Coordinator III	\$136.00
Administrative Assistant II	\$100.00	Designer II	\$152.00	Project Engineer I	\$180.00
Administrative Assistant III	\$108.00	Designer III	\$172.00	Project Engineer II	\$184.00
Architect I	\$140.00	Director	\$260.00	Project Engineer III	\$192.00
Architect II	\$172.00	Environmental Technician	\$132.00	Project Manager I	\$200.00
Architect III	\$200.00	Executive Vice President	\$280.00	Project Manager II	\$220.00
Assessment Analyst	\$132.00	Field Engineer I	\$148.00	Project Manager III	\$240.00
Bridge Technician I	\$148.00	Field Engineer II	\$168.00	Project Surveyor I	\$208.00
Client Development Specialist I	\$132.00	Field Manager I	\$148.00	Project Surveyor II	\$244.00
Client Development Specialist II	\$220.00	Field Manager II	\$168.00	Quality Manager	\$188.00
Client Development Specialist III	\$240.00	Funding Administrative Assistant	\$112.00	Regional Manager	\$224.00
Client IT Technician	\$132.00	Funding Administrator	\$132.00	Senior Client Development Specialist	\$248.00
Client IT Technician II	\$176.00	GIS Specialist I	\$152.00	Senior Designer I	\$188.00
Client IT Technician III	\$220.00	GIS Specialist II	\$160.00	Senior Project Manager I	\$248.00
Construction Manager I	\$184.00	Intern I	\$88.00	Senior Project Manager II	\$288.00
Construction Manager II	\$194.00	Intern II	\$96.00	Senior Technical Advisor	\$248.00
Construction Manager III	\$204.00	Intern III	\$108.00	Senior Technician I	\$136.00
Construction Project Manager I	\$204.00	Intern IV	\$116.00	Senior Technician II	\$164.00
Construction Project Manager II	\$220.00	Landscape Architect I	\$180.00	Senior Vice President	\$272.00
Construction Services Technician I	\$128.00	Landscape Designer	\$152.00	Staff Biologist	\$132.00
Construction Services Technician II	\$148.00	LiDAR Technician	\$172.00	Survey Technician I	\$104.00
Construction Services Technician III	\$168.00	Materials Lab Manager	\$184.00	Survey Technician II	\$116.00
Controls Technician	\$164.00	Office Technician	\$124.00	Technical Advisor	\$176.00
Crew Chief I	\$156.00	Planner I	\$136.00	Technical Manager	\$192.00
Crew Chief II	\$192.00	Practice Lead	\$232.00	Technician I	\$96.00
Crew Chief III	\$216.00	President/CEO	\$300.00	Technician II	\$108.00
Design Engineer I	\$152.00	Project Administration Manager	\$160.00	Technician III	\$120.00
Design Engineer II	\$160.00	Project Coordinator I	\$112.00	Vice President	\$260.00
Design Engineer III	\$164.00	Project Coordinator II	\$132.00		

Overtime rates for hourly workers will be charged at 1-1/2 times the above rates. Standard Hourly Rates are subject to change on an annual basis.



## **TOWNSHIP BOARD AGENDA**

- **MEETING DATE:** December 1, 2025
- **SUBMITTED BY:** Deidre Frolo, Township Manager
- **AGENDA TOPIC:** Selection of Township's Computer Services Firm for 2026/2027.
- **EXPLANATION OF TOPIC:** The Township has used the services of Vector Tech Group for several years now with satisfactory service. They will continue to service the Township's network and individual personal computers in the main offices, Parks and Recreation, Department of Public Works, and Public Safety buildings. We will continue to buy blocks of time at a reduced cost which will be spread amongst all of the departmental budgets. We are also requesting the approval to purchase a 100-hour block of time for 2026/2027 when needed.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Letter of Interest.
- **POSSIBLE COURSES OF ACTION:** Approve, Deny, Amend, or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to select Vector Tech Group as the Township's computer and network services consultant for the 2026/2027 fiscal year, and to purchase a 100 hour block of time, when needed for 2026/2027.
- **ROLL CALL VOTE REQUIRED?** No



Info@VectorTechGroup.com  
VectorTechGroup.com  
989.965.9661



Deidre Frollo  
Thomas Township  
249 Miller Rd  
Saginaw, MI 48609

Thursday, October 23rd, 2025

Dear Deidre:

We are very interested in the opportunity to provide technical services and recommendations for Thomas Township in the upcoming year. Vector Tech Group, appreciates the partnership that has formed as a result of the contracts awarded to us in the recent past. Vector Tech Group is one of the few full-service technology firms in the area. Our Goal is to provide prompt, accurate, service and advice, to our customers. We have a good track record of success at Thomas Township.

We would hope that Thomas Township will continue to Vector Tech Group as their technology servicer. We will provide our premium support package at the discounted rates outlined below. Customers who purchase block time receive priority service scheduling. Enclosed is our current pricing for our On-Site Support Packages. Please review.

At the present time, Thomas Township Office has 41 hours remaining from last year's agreement. The Township appears to be using an average of 22 hours per month in some form of computer service to various departments within the Township. Large projects may add to the on-site time. Our rates are listed below.

Blocks of Service may be purchased at the following rates:

40 hours at \$180.00 per hour	\$6,800.00
80 hours at \$170.00 per hour	\$12,800.00
100 hours at \$160.00 per hour	\$15,000.00

Please feel free to contact me with any questions at my direct line, 989-573-6028

Thank you again for the opportunity to continue the partnership. We look forward to serving Thomas Township for another year.

Sincerely,

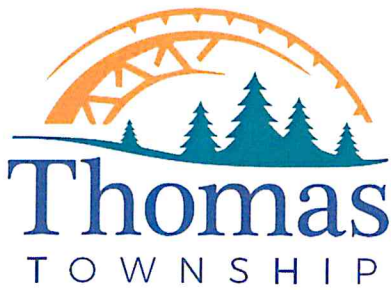
Cody Ludlum  
Technology Consultant  
E-mail: codyludlum@vectortechgroup.com

---

**Flint**  
5085 Miller Rd.  
Flint, MI 48507

**Freeland**  
9364 W. Freeland Rd.  
Freeland, MI 48623

**Holland**  
170 Veterans Dr.  
Holland, MI 49423



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## Fire Department

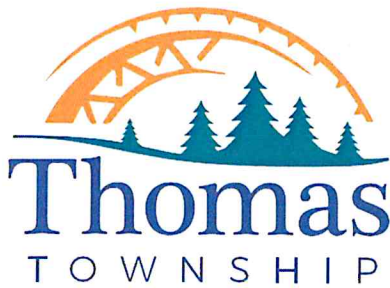
8215 Shields Drive, Saginaw, Michigan 48609-4896

989.781.4141 | fax 989.781.6059

[www.thomas twp.org](http://www.thomas twp.org)

### **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** December 1, 2025
- **SUBMITTED BY:** Deidre Frollo, Manager  
Michael Cousins, Fire Chief
- **AGENDA TOPIC:** Accept the resignation of Dominic Goergen from the Fire Department.
- **EXPLANATION OF TOPIC:** Dominic Goergen has submitted a letter of resignation from the paid-on-call fire department. In his letter, he states his failing health is the reason for his retirement. We are very appreciative of his time with us. Dominic has faithfully served our community through the fire department for 21 years! This has been brought to the Personnel Committee.
- **SUPPORTING DOCUMENTATION:** Resignation letter (Attached)
- **POSSIBLE COURSES OF ACTION:** Approve, Deny, Amend, or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to accept the resignation of Dominic Goergen from the Fire Department.
- **ROLL CALL VOTE REQUIRED?** No



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## Fire Department

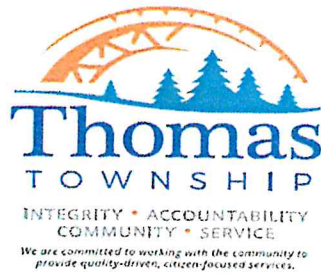
8215 Shields Drive, Saginaw, Michigan 48609-4896

989.781.4141 | fax 989.781.6059

[www.thomas twp.org](http://www.thomas twp.org)

### **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** December 1, 2025
- **SUBMITTED BY:** Deidre Frolo, Manager  
Michael Cousins, Fire Chief
- **AGENDA TOPIC:** Accept the resignation of Jacob Lounsbury from the Fire Department.
- **EXPLANATION OF TOPIC:** Jacob Lounsbury has submitted his letter of resignation from the Paid-on-Call Fire Department. In his letter, he cites how satisfying it was to serve as a member of the fire department. Jacob has moved out of Thomas Township, which, due to the distance, will prevent him from responding to our calls in a reasonable amount of time. We are appreciative of Jacob's dedication and service. He has faithfully served our community for **7 years**, between two stints with us, contributing his time, skill, and commitment to the safety and well-being of our residents. This matter has been presented to the Personnel Committee for acknowledgement and processing.
- **SUPPORTING DOCUMENTATION:** Resignation letter (Attached)
- **POSSIBLE COURSES OF ACTION:** Approve, Deny, Amend, or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to accept the resignation of Jacob Lounsbury from the Fire Department.
- **ROLL CALL VOTE REQUIRED?** No



249 N. Miller Road, Saginaw, Michigan 48609-4896

989.781.0150 | FAX 989.781.0290

[www.thomastwp.org](http://www.thomastwp.org)

## **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** December 1, 2025
- **SUBMITTED BY:** Deidre Frollo, Manager  
Aleigha Crowl, Fiscal Services Director
- **AGENDA TOPIC:** Accept the retirement of Teri Wood from the Thomas Township Finance Department.
- **EXPLANATION OF TOPIC:** Teri Wood has announced her retirement from the Thomas Township Finance Department. She has dedicated nearly 15 years of service as a part-time Finance Assistant and has made significant contributions to the department. The Personnel Committee has been informed and has reviewed this matter.
- **SUPPORTING DOCUMENTATION:** Resignation letter (Attached)
- **POSSIBLE COURSES OF ACTION:** Approve, Deny, Amend, or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to accept the retirement of Teri Wood from the Thomas Township Finance Department.
- **ROLL CALL VOTE REQUIRED?** No



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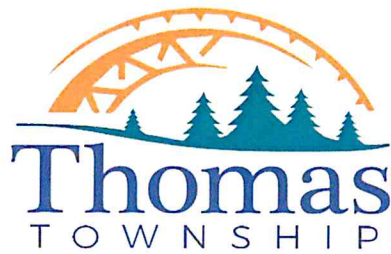
249 N. Miller Road, Saginaw, Michigan 48609-4896

989.781.0150 | fax: 989.781.0290

[www.thomas twp.org](http://www.thomas twp.org)

### **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** December 1, 2025
- **SUBMITTED BY:** Deidre Frollo, Township Manager  
Aleigha Crawl, Fiscal Services Director
- **AGENDA TOPIC:** 2024/2025 Annual Audit
- **EXPLANATION OF TOPIC:** Danielle Hoppe from Andrews, Hooper, Pavlik will be presenting the results of the annual audit of the financial statements. The Audit demonstrates that we are in a good financial position with no major problems relative to our financial activities. We have received an unmodified opinion (which indicates there are no material misstatements). The audit complies with all current GASB statements.
- **MATERIAL ATTACHED AS SUPPORTING INFORMATION:**  
None, the audit was previously issued.
- **POSSIBLE COURSES OF ACTION:**  
Accept/not accept audit as presented
- **SUGGESTED/REQUESTED MOTION:**  
Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to accept the 2024/2025 audit as presented.
- **ROLL CALL VOTE REQUIRED?** No



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Department of Public Works  
251 Miller Court, Saginaw, Michigan 48609-4896  
989.781.6438  
[www.thomas twp.org](http://www.thomas twp.org)

### **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** December 1, 2025
- **SUBMITTED BY:** Trevor Schultz, Director - Department of Public Works
- **AGENDA TOPIC:** Approve changes to Thomas Township's Water/Sewer Ordinance
- **EXPLANATION OF TOPIC:** Saginaw Charter Township (SCT) has updated their Water/Sewer ordinance, specifically to update items regarding Industrial users who are permitted to discharge into Thomas Township's collection system. The majority of these changes were recommended by the State.

After extensive discussions between our attorney and Saginaw Township, the ordinance update is now ready for approval. Because Thomas Township's sewage collection system ultimately discharges into the Saginaw Charter Township Wastewater Treatment Plant (SCTWWTP), our ordinance must be updated to align with theirs, as Saginaw Township is the ultimate permit holder for these industrial users. The attached updated ordinance includes the proposed changes, with deleted language shown as strikethroughs and new language highlighted in red. These updates have been reviewed and approved by the Policy and Ordinance Committee.

- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Water/Sewer Ordinance.
- **POSSIBLE COURSES OF ACTION:** Approve, not approve, amend or table.
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_, supported by \_\_\_\_\_ to Approve changes to Thomas Township's Water/Sewer Ordinance
- **ROLL CALL VOTE REQUIRED?** No.

**ORDINANCE NO. 25-G-01  
THOMAS TOWNSHIP  
SAGINAW COUNTY, MICHIGAN**

**AN ORDINANCE TO AMEND TITLE 8, "WATER AND SEWER" 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.**

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

**Addition of Title 8, "Water and Sewer"**

Section 1. That Title 8, "Water and Sewer" of Ordinance No. 08-G-05, "Code of the Township of Thomas" is hereby amended to read as follows:

**TITLE 8  
WATER AND SEWER<sup>1</sup>**

SUBJECT	CHAPTER
Administration; General Provisions	T8-1
Water System	T8-2
Sewer System	T8-3
Industrial Pretreatment	T8-4
Water And Sewer Rates, Fees And Charges	T8-5

**CHAPTER 1 ADMINISTRATION; GENERAL PROVISIONS**

SECTION:

**8-1-1: RULES APPLYING TO THE TEXT:**

For the purposes of this title, certain rules of construction apply to the text, as follows:

---

<sup>1</sup>Ord. No. 24-G-04, § 1, adopted June 3, 2024, amended title 8 in its entirety to read as herein set out. Former title 8, pertained to similar subject matter, and derived from Ord. 97-G-22, adopted Sep. 1, 1997, eff. Oct. 10, 1997; Ord. 98-G-02, adopted Feb. 2, 1998, eff. March 13, 1998; Ord. 98-G-04, adopted May 4, 1998, eff. June 12, 1998; Ord. 99-G-02, adopted Jan. 4, 1999, eff. Feb. 12, 1999; Ord. 01-G-02, adopted July 2, 2001, eff. Aug. 10, 2001; Ord. 02-G-02, adopted June 3, 2002; and Ord. No. 13-G-08, § 1, adopted Nov. 4, 2013, eff. Dec. 12, 2013.

- A. Tenses; Plurals: Words used in the present tense include the future tense, and the singular includes the plural, unless the context clearly indicates the contrary.
- B. Common Meanings: Any word or term not herein defined shall be used with a meaning of common standard use.
- C. Shall; May: The term "shall" is always mandatory and not discretionary; the word "may" is permissive.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

## **8-1-2: DEFINITIONS:**

The following definitions shall be considered as fixed and determined by the Township Board of Trustees as to all matters referred to herein:

*APPLICATION:* Shall mean the forms filed with the Department of Public Works DPW Director requesting utility services.

*BASELINE MONITORING REPORT:* The initial report provided by the user when making out an application for non-domestic sewer user permit, signed by the person in charge of the entire facility or an assigned subordinate of such person, and which shall comply with the requirements of 40 CFR 403.12(b)(1)(7) as a minimum.

*BEST MANAGEMENT PRACTICES: (BMPs)* Means schedules of activities, prohibitions of practices, maintenance procedures, and other management practices to implement the prohibitions listed in 40 CFR 403.5(a)(1) and (b). BMPs also include treatment requirements, operating procedures, and practices to control plant site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw materials storage.

*BIOCHEMICAL OXYGEN DEMAND (BOD):* Shall mean the quantity of decomposable organic matter by aerobic biochemical action under standard laboratory procedures for five (5) days at twenty degrees Celsius (20°C) and expressed in milligrams per liter (mg/l). The laboratory determinations shall be made in accordance with procedures set forth in Standard Methods.

*BUILDING DRAIN:* Shall mean that part of the lowest horizontal piping of a drainage system which receives the discharge from soil, waste, and other drainage pipes inside the walls of the building and conveys it to the building sewer, beginning five feet (5') outside the inner face of the building wall.

*BUILDING SEWER:* Shall mean the extension from the building drain to the public sewer or other place of disposal.

### *CAPACITY CHARGE:*

- A. *Sanitary Sewer Capacity Charges* are a one-time lump-sum fee to pay for sewer capacity in the Township's sanitary sewer collection system.
- B. *Water Capacity Charges* are a one-time lump-sum fee to pay for capacity in the Township's municipal water distribution system.

*BYPASS:* Shall mean the intentional diversion of wastewater from any portion of a user's treatment facility, needed for noncompliance with pretreatment standards.

*CATEGORICAL PRETREATMENT STANDARDS:* Shall mean National Pretreatment Standards specifying quantities or concentrations of pollutants or pollutant properties which may be discharged or introduced into the publicly owned treatment works (POTW) by specific industrial dischargers.

*CHEMICAL OXYGEN DEMAND (COD):* means the quantity of oxygen utilized in the chemical oxidation of organic matter with a strong chemical oxidant under standard laboratory procedure and expressed in milligrams per liter.

*COLLECTION SYSTEM:* See "Sanitary Sewer Collection System"

**COMPATIBLE POLLUTANTS:** Means those pollutants that the wastewater treatment plant has been designed for specific removal of BOD, TSS, fecal coliform bacteria, total phosphorous, ammonia, and any other constituent that may be determined effectively treatable and added as such to the NPDES permit in the future.

**COMPLIANCE MONITORING REPORT:** Means the discharge report submitted quarterly, or other times as deemed necessary or appropriate by the Director.

**COMPOSITE SAMPLE:** A "composite sample" should contain a minimum of eight (8) discrete samples taken at equal time intervals over the compositing period or proportional to the flow rate over the compositing period (EPA).

**CONNECTION FEE:** Shall mean the charge to recover the cost of connecting the customer's service connection to the Township's water main or sewer line including service pipe; corporation stop; curb stop; curb box and water meter as necessary.

**CONSUMPTION CHARGE:** Shall mean rate charged per one thousand (1,000) gallons of water used.

**CONTRIBUTING USER:** Refers to a nondomestic user permittee that contributes a concentration of a parameter greater than the domestic background loading. These users are referenced in the Special Alternative Limit calculations.

**CORPORATE OFFICER:** Means the person being a president, vice-president, secretary or treasurer of the corporation, or a person given significant policies or decision-making power for the corporation, or a general partner of a partnership, or any proprietor or owner.

**COUNTY:** Shall mean the County of Saginaw, State of Michigan.

**CURB STOP:** (also known as a valve box, buffalo box, or curb box) shall mean a vertical sleeve, operated by the Township, housing the shut-off valve (curb stop) for a property's water service line.

**CUSTOMER:** Shall mean one that purchases water from or discharges sanitary sewage to Thomas Township.

**DEBT SERVICE CHARGES:** Shall mean a system of charges levied on users for the recovery of local capital costs.

**DEPARTMENT OF PUBLIC WORKS (DPW):** Shall mean the Thomas Township Department charged with operation and maintenance of its water supply and sanitary sewage systems.

**DPW DIRECTOR:** Shall mean the Director of the Department of Public Works of the Township of Thomas, Saginaw County, Michigan, or authorized deputy, agent or representative.

**DIRECT CONNECTION:** Shall mean an unmetered service connection, for example, a fire line.

**DISCHARGE:** Means the introduction of pollutants and flows into the POTW from any non-domestic source.

**DISCHARGE LIMITATIONS:** Limits established by the Township that if they are exceeded result in noncompliance, violation and additional costs. These may include limits for pollutant concentrations and flows.

**DISCHARGER - INDUSTRIAL DISCHARGER:** Shall mean any non-domestic user who discharges an effluent, other than sewage, into the POTW by means of pipes, conduits, pumping stations, force-mains, constructed drainage ditches, surface water intercepting ditches, intercepting ditches, and all constructed devices and appliances appurtenant thereto.

**DISSOLVED SOLIDS:** Means the solids in wastewater, other than suspended solids. Also referred to as Total Dissolved Solids (TDS) and is measured in milligrams per liter.

**DOMESTIC WASTES:** Means normal wastes from residential living units resulting from day-to-day activities, such as, but not limited to, dishwater, laundry water, bath water, sink water, shower water, toilet water and ground garbage, but shall not include incompatible pollutants.

**EXCESSIVE DISCHARGE:** Means a discharge of wastes in such magnitude that, in the judgment of the Director based on experience, knowledge, and industry standards that will cause damage to any facility or collection system, will be harmful to the sewage treatment process, cannot be removed in the wastewater treatment plant to the degree required to meet the Act, can otherwise endanger life, limb or public property, and/or can constitute a public nuisance or can cause NPDES permit violations.

**FEDERAL INDUSTRIAL PRETREATMENT PROGRAM (FIPP):** Saginaw Charter Township has a FIPP designed to ensure that industrial facilities remove harmful pollutants from their wastewater before discharging it into a municipal wastewater treatment plant that is regulated by R 323.2301 through R 323.2317 of the Michigan Administrative Code (Part 23 Rules), the General Pretreatment Regulations for Existing and New Sources of Pollution (40 CFR Part 403).

**FIRE LINE:** Shall mean an unmetered service connection designated solely for fire protection. It connects to a hydrant and/or sprinkler system.

**GARBAGE:** Shall mean solid wastes from the preparation, cooking, and dispensing of food, and from the handling, storage and sale of produce.

**GRAB SAMPLE:** Shall mean a sample which is taken from a waste stream on a one-time basis with no regard to the flow in the waste stream and without consideration of time (USEPA).

**INCOMPATIBLE POLLUTANT:** Any pollutant which is not defined in this section as a compatible pollutant.

**INDIRECT DISCHARGE:** Shall mean the discharge or the introduction of non-domestic pollutants from a source regulated under section 307(b) or (c) of the Act, into the POTW.

**INDUSTRIAL SEWER PERMIT:** Means a sewer user permit required of any non-domestic sewer user determined to need a permit by the Director in order to discharge to the POTW based on the nature of the discharge.

**INDUSTRIAL USER:** Means any non-domestic source that discharges wastewater into a Publicly Owned Treatment Works (POTW). This means if the wastewater discharged contains anything other than normal residential wastewater, it's considered a non-domestic source.

**INDUSTRIAL WASTE:** Solid, liquid or gaseous waste resulting from any industrial, manufacturing, trade or business process or from the development, recovery or processing of natural resources.

**INDUSTRY:** Means an establishment with facilities for industrial manufacturing processes, food processing, laboratories, trades or businesses.

**INSPECTOR:** Shall mean any person or persons duly authorized by the Township DPW Director to inspect and approve the installation of water and sewer connections.

**INTERFERENCE:** Shall mean the inhibition or disruption of the POTW's sewer system, sewer treatment processes or operations which may contribute to a violation of any requirement of its NPDES permit.

**LATE CHARGE:** Shall mean the charge for late payment of utility bill.

**LOT:** Shall mean a plot of land, commonly referred to as "plot", "tract", or "parcel".

**MASTER METER:** Shall mean totalizing meter for specific service districts; including multiple-unit dwellings, mobile home parks, and other developments.

**MDEGLE or EGLE:** Shall mean the Michigan Department of Environment, Great Lakes, and Energy or any successor.

*METER*: Shall mean an instrument for measuring and recording water usage. See also definition of Sprinkler Meter.

*METER PIT*: A below ground chamber or pit, found in the water distribution system, that houses a water meter assembly between a water main and a residence or business.

*MOBILE HOME*: Shall mean a structure, transportable in one (1) or more sections, which is built on a chassis and designed to be used as a dwelling with or without permanent foundation, when connected to the required utilities, and includes the plumbing, heating, air-conditioning, and electrical systems contained in the structure as defined in Act 96 of the Public Acts of Michigan of 1987, as amended.

*MOBILE HOME PARK*: Shall mean a parcel or tract of land under the control of a person upon which three (3) or more mobile homes are located on a continual, nonrecreational basis and which is offered to the public for that purpose regardless of whether a charge is made therefor, together with any building, structure, enclosure, street, equipment, or facility used or intended for use incident to the occupancy of a mobile home as defined in Act 96 of the Public Acts of Michigan of 1987, as amended.

*NPDES*: Shall mean National Pollutant Discharge Elimination System permit program as administered by the State of Michigan EGLE.

*NATIONAL PRETREATMENT STANDARD, PRETREATMENT STANDARD, OR STANDARD*: Means any regulation containing pollutant discharge limits promulgated by the EPA in accordance with section 307 (b) and (c) of the Act, which applies to Industrial Users. This term includes prohibitive discharge limits established pursuant to 40 CFR 403.5.

*NATURAL OUTLET*: Shall mean any outlet into a watercourse, pond, ditch, lake, or other body of surface or ground water.

*NON-CONTRIBUTING USER*: Refers to a non-domestic user permittee that does not contribute a concentration of a parameter greater than the domestic background loading. These users are referenced in the Special Alternative Limit calculations.

*NON-DOMESTIC USER*: Means any nonresidential sewer user.

*NORMAL DOMESTIC STRENGTHS*: Shall mean wastewater discharged at concentration levels typical of normal human activity. These levels are:

Two hundred (200) mg/l for BOD;

Two hundred (200) mg/l for suspended solids.

*OPERATIONAL UPSET*: Means any disruption to the treatment plant process caused by any materials alone or in combination with other materials.

*OPERATION AND MAINTENANCE COSTS (O & M)*: Shall mean the total annual cost of operating and maintaining the water or sanitary sewer systems, including replacement costs.

*OPERATOR-IN-CHARGE*: Shall mean a person who is properly certified (S2 License) by the State of Michigan to operate and maintain public water systems, and is chosen by the owner of a public water supply as the operator in charge of a water system.

*OTHER WASTES*: Shall mean decayed wood, sawdust, shavings, bark, lime, refuse, ashes, garbage, offal, oil, tar, chemicals and all other substances except sewage and industrial wastes.

*PASS THROUGH*: Means a discharge from the treatment plant into Waters of the State in quantities or concentrations that cause the plant to violate this article, or its NPDES permit, or state or federal regulation.

*PERMIT*: Shall mean authorization by the Township for service connection to a customer.

*PERSON*: Shall mean any individual, firm, company, association, society, corporation or group.

**PFAS:** Perfluoroalkyl and Polyfluoroalkyl substances including, but not limited to PFOA (Perfluorooctanesulfonic acid) and PFOS (Perfluorooctanic acid)

**PLUMBING CODE:** Shall mean the Plumbing Code adopted by Thomas Township.

**POLLUTANT:** Shall mean any substance discharged into the POTW or its collection system.

**POTABLE WATER OR WATER:** Shall mean water suitable for drinking.

**PREMISES:** Shall mean lands included within the boundaries of a single description as set forth from time to time on the general tax rolls of the Township as a single taxable item in the name of a taxpayer or taxpayers at one address, but in the case of platted lots shall be limited to a single platted lot unless an existing building or structure is so located on more than one (1) lot as to make the same a single description for purposes of assessment or conveyance, now or hereafter.

**PRETREATMENT:** Shall mean the reduction of the quantity of pollutants, the elimination of pollutants, or the alteration of the nature of pollutant properties in wastewater prior to or in lieu of discharging or otherwise introducing such pollutants into the POTW. The reduction or alteration may be obtained by physical, chemical or biological processes, process changes or by other means, except as prohibited by 40 CFR 403.6(d). Appropriate pretreatment technology includes control equipment, such as equalization tanks or facilities, for protection against surges or slug loadings that might interfere with or otherwise be incompatible with the POTW. However, where wastewater from a regulated process is mixed in an equalization facility with unregulated wastewater or with wastewater from another regulated process, the effluent from the equalization facility must meet an adjusted pretreatment limit calculated in accordance with 40 CFR 403.6(e).

**PRETREATMENT REQUIREMENTS:** Means any substantive or procedural requirement related to Pretreatment, other than a National Pretreatment Standard, imposed on an Industrial User.

**PROCESS WATERS:** Shall mean waters that come in contact with an end product or with materials incorporated in an end product.

**PROPERLY SHREDDED GARBAGE:** Shall mean the wastes from the preparation, cooking and dispensing of food that have been shredded to such degree that all particles will be carried freely under the flow conditions normally prevailing in public sewers, with no particle greater than one-half inch (½") in any dimension.

**PUBLICLY OWNED TREATMENT WORKS (POTW):** Shall mean the entire gravity collection system, pump stations and force mains in addition to the Saginaw Charter Township Wastewater Treatment Plant (SCTWWTP) for collecting, conveying and treating wastewater.

**READY TO SERVE CHARGE:** Shall mean a fee charged to each customer on each billing cycle based on the capacity needs of the customer.

**RECEIVING WATERS:** Means any watercourse, river, pond, ditch, lake, aquifer or other body of surface water receiving discharge of sewage.

**REMOTE RECORDING DEVICE:** Shall mean a digital, high-resolution encoder with radio or cellular endpoint, or an analog register located outside the customer's building and attached by wire to the meter inside the building for the purpose of electronically recording the read from the meter inside the premises. It is also called an HRE or for the analog register, a read-o-matic or reado.

**REPLACEMENT COSTS:** Shall mean expenditures for obtaining and installing equipment, accessories and appurtenances which are necessary during the service life of the water or sewer system or any part thereof to maintain capacity and performance for which such works were designed and constructed.

**RESIDENTIAL EQUIVALENT UNIT (REU):** Shall mean a factor used to convert the wastewater flow of commercial, industrial and multi-family premises to single-family residential use. One (1) unit shall mean the quantity of sanitary sewage ordinarily arising from the occupancy of a residence by a single family of ordinary

size as shall from time to time be defined by the Township Board of Trustees and assigned to premises in the Township. One (1) unit is currently defined as two hundred fifty (250) gallons per day of sewer effluent.

*SAGINAW CHARTER TOWNSHIP WASTEWATER TREATMENT PLANT* or SCTWWTP: Shall mean the wastewater treatment facility operated by Saginaw Charter Township for its own use as well as serving Thomas Township.

*SANITARY SEWER COLLECTION SYSTEM, or COLLECTION SYSTEM*: Shall mean a public sanitary sewer system including all pump stations, pipelines and appurtenances located in a right-of-way easement, highway, street or public way which crosses, joins or abuts upon property and to which storm, surface and ground waters are not admitted.

*SEWAGE*: See definition of Wastewater.

*SEWER SERVICE CHARGE*: Shall mean the charge for sewage volume based on water usage excluding sprinkler meters.

*SIGNIFICANT INDUSTRIAL USER (SIU)*: Means any industrial user subject to categorical standards or a noncategorical discharger to the sewer system who has a discharge flow of 25,000 gallons or more per day; or contributes five percent or more of the average dry weather hydraulic or organic capacity of the treatment plant; or has any toxic materials in the EPA priority pollutant list; or has any materials on the site listed in the EGLE critical materials register; or has on the site any materials in the EGLE land application unit test list for land application of sludge; or is designated as such by the Township on a basis that it has a reasonable potential for adversely affecting the treatment plant's operation or for violating any pretreatment standard or requirement; or has any material on the site that is found by the Township, EGLE or EPA to have significant impact, either singly or in combination with wastes from other contributing users on the wastewater treatment system, the quality of the sludge, the treatment plant effluent quality, the receiving water quality or air emissions generated by the sewer system.

*SLUDGE CONTAMINATION*: Means any material deposited in the sludge that will, by itself or with other materials, render the sludge unusable for land application or landfilling and/or violate the NPDES permit, or state or federal regulations.

*SLUG-LOAD*: Shall mean any substance released in a discharge at a rate and/or concentration which causes interference to the efficient operation and maintenance of the sanitary sewer collection system, pumping stations or the POTW.

*SPECIAL ALTERNATIVE LIMIT (SAL)*: Refers to an EGLE-approved calculation methodology to assign local limits to non-domestic user permittees.

*SPRINKLER METER*: Shall mean the water meter used solely for measuring water for sprinkling and other yard uses, which water does not enter the public sanitary sewer system.

*STANDARD INDUSTRIAL CLASSIFICATION (SIC)*: Means a classification based on the most current publication of the Standard Industrial Classification Manual, Office of Management and Budget of the United States of America.

*STANDARD METHODS*: Shall mean the examination and analytical procedures set forth in the most recent edition of "Standard Methods for the Examination of Water and Wastewater" published jointly by the American Public Health Association, American Water Works Association and the Water Pollution Control federation and as set forth in federal register reprint 40 CFR 136, "Guidelines Establishing Test Procedures for Analysis of Pollutants".

*STATE*: Means the State of Michigan, its departments and offices.

*STORM SEWER OR STORM DRAIN*: Shall mean a sewer which carries storm and surface waters and drainage, but excludes sewage and polluted industrial wastes.

**STRUCTURE IN WHICH SANITARY SEWER ORIGINATES OR STRUCTURE:** Shall mean a structure in which toilet, kitchen, laundry, bathing or other facility which generates water-carried sanitary sewage is used or is available for use for household, commercial, industrial or other purposes.

**SURCHARGE:** Additional charges to recover the cost to treat wastewater that are typically assessed when discharge concentrations are above defined values, typically above domestic wastewater.

**SURCHARGE LIMITS:** Limits established by the Township that if they are exceeded result in additional costs. These may include limits for pollutant concentrations and flows.

**SURCHARGE RATES:** The rates applied to wastewater discharges exceeding the determined Surcharge Limits and are established by resolution.

**SUSPENDED SOLIDS:** Shall mean solids which either float on the surface or are in suspension in water, sewage or other liquids discharged to the treatment works which are removable by laboratory filtration and is expressed in milligrams per liter (mg/l). Quantitative determinations shall be made in accordance with procedures set forth in standard methods.

**TOTAL PHOSPHORUS (P):** Means any phosphorous that is bound up in any organic or inorganic compound.

**TOTAL SUSPENDED SOLIDS (TSS):** Means solids that either float on the surface of, or are in suspension in water, wastewater or other liquids and which are removable by laboratory filtering and are referred to as nonfilterable residue in the laboratory test prescribed in the Standard Methods.

**TOWNSHIP:** Shall mean the Township of Thomas, Saginaw County, Michigan.

**TOWNSHIP BOARD OR BOARD:** Shall mean the Township Board of Trustees of said Township of Thomas, the legislative and governing body thereof.

**TOWNSHIP ENGINEER:** Shall mean the professional engineering organization retained by the Township.

**TOWNSHIP LIMITS:** Shall mean the incorporated boundaries of the Township.

**TOWNSHIP MANAGER OR MANAGER:** Shall mean the appointed manager of the Township.

**TOXIC POLLUTANTS:** Shall mean those substances listed in applicable state and federal regulations.

**UPSET:** Shall mean an exceptional incident in which a discharger unintentionally and temporarily is in a state of noncompliance due to factors beyond the reasonable control of the discharger, and excluding noncompliance to the extent caused by operational error, improperly designed treatment facilities, inadequate treatment facilities, lack of preventive maintenance or careless or improper operation thereof.

**USED OR OCCUPIED:** As applied to any land or structure shall be construed to include the words "intended, arranged or designed to be used or occupied".

**USER:** Shall mean any person who contributes, causes or permits the contribution of wastewater, sewage, wastes or uncontaminated water into the POTW.

**USER CHARGES:** Shall mean a system of charges levied on customers of the POTW for the cost of operation and maintenance including replacement of such works.

**VALVE BOX:** Shall mean a protective casing which houses the water main isolation valve.

**WASTEWATER:** Shall mean the spent water or effluent of the community. It may be a combination of liquid- and water-carried wastes from residences, commercial buildings, industrial plants and institutions that may be discharged into the POTW.

**WATER SERVICE CONNECTION:** Shall mean the portion of the connection from the Township's water main to, and including, the curb stop at or adjacent to the street line of the customer's property line. It includes valves, fittings, and other appurtenances, that the DPW may require at or between the water main and the curb stop.

*WATER MAIN CONSTRUCTION COST RECOVERY CHARGE:* Shall mean the charge to recover the cost of constructing water mains which were installed by others at no initial cost to individual property owners.

*WATER MAIN EXTENSION:* Shall mean an extension of Township-owned water mains, usually occurring in a road right of way or easement.

*WATER SUPPLY SYSTEM OR SYSTEM:* Shall mean the Township-owned water supply system including water mains, hydrants, water tower(s), and other appurtenances excluding customer service connections.

*WATERCOURSE:* Shall mean a channel in which a flow of water occurs, either continuously or intermittently.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

### **8-1-3: ADMINISTRATION OF SYSTEM:**

- A. Administration; Disposition of Funds: The water supply and sanitary sewer systems located in the Township of Thomas, Saginaw County, Michigan, shall be operated under the direction and control of the Township Board of said Township. The Township Board shall have the power to hire the necessary employees to operate said water supply and sanitary sewer systems and shall supervise the operation of the systems and make all necessary rules and regulations. All funds of the systems shall be kept and disbursed by the Township treasurer. The Board shall fix all salaries, wages, and compensation to be paid all employees of said systems, the same to be paid as an operating expense of said systems.
- B. Fiscal Year: The systems shall be operated upon the basis of a fiscal year beginning on April 1, of each year, and ending on March 31 of the following year.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

### **8-1-4: INSPECTIONS:**

The DPW Director and other duly authorized employees of the Township or SCTWWTP bearing proper identification shall be permitted to enter upon all properties for the purpose of inspection, observation, measurement, sampling and testing, in accordance with the provisions of this title.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

### **8-1-5: INTERRUPTIONS OF SERVICE:**

- A. Interruptions Authorized; Notice: The Township of Thomas shall make all reasonable efforts to eliminate interruption of service, and when such interruption occurs, will endeavor to reestablish service with the shortest possible delay. Whenever service is interrupted for the purpose of working on the distribution system, collection system or the treatment equipment, all consumers affected by such interruption will be notified in advance whenever it is possible to do so.
- B. Nonliability Of Township for Interruptions: The Township of Thomas shall, in no event, be held responsible for claims made against it by reason of the breaking of any mains or service pipes, interference of operations by Act of God or force majeure, or by reason of any other interruption of the service caused by the breaking of machinery or stoppage for necessary repairs; and no person shall be entitled to damages nor have any portion of a payment refunded for any interruption.
- C. Discontinuance Of Service: Applications may be canceled and water or sewer service discontinued by the Township of Thomas for any violation of any rule, regulation, or condition of service, and especially for any of the following reasons:

1. Misrepresentation in the application as to the property or fixtures to be serviced by the water or sanitary sewer system.
2. Nonpayment of bills.
3. Improper or imperfect service pipes and fixtures or failure to keep same in suitable state of repair.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

#### **8-1-6: PENALTY:**

- A. Civil Penalties: Any discharger who is found to have violated an order of the Township who has failed to comply with the provision of this title and the regulations or rules of the Township or orders of any court of competent jurisdiction may be subjected to the imposition of a civil penalty.
- B. Recovery of Costs Incurred by The Township: Any discharger violating any of the provisions of this title, or who discharges or causes a discharge producing a deposit or obstruction, or causes damage to or impairs the Township's sanitary sewer system or the Saginaw Charter Township Wastewater Treatment Plant, shall be liable to the Township for any expense, loss or damage caused by such violation or discharge. The Township shall bill the discharger for the costs incurred by the Township for any cleaning, repair or replacement work caused by the violation or discharge. Refusal to pay the assessed costs shall constitute a violation of this title enforceable under the provisions of Article 6 of this title.<sup>2</sup>
- C. Falsifying Information: Any person who knowingly makes any false statement, representation or certification in any application, record, report, plan or other document filed or required to be maintained pursuant to this title, or who falsifies, tampers with or knowingly renders inaccurate, any monitoring device or method required under this title, shall upon conviction, be punished by the imposition of a fine of not more than five hundred dollars (\$500.00) or by imprisonment for not more than ninety (90) days or by both in the discretion of the court, in addition to the other penalties provided herein.
- D. Misdemeanor: Any person, firm or corporation violating any of the provisions of this title shall be deemed guilty of a misdemeanor punishable by a fine not to exceed five hundred dollars (\$500.00), imprisonment not to exceed ninety (90) days, or both in the discretion of the court. Each day of the violation and each occurrence shall be considered a separate violation.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

#### **8-1-7: CIVIL LIABILITY:**

Any person violating any of the provisions of this title shall be liable to the Township of Thomas for any expense, loss and/or damage occasioned to the Township of Thomas by reason of such violation, and recovery for same may be had in an appropriate action in any court of competent jurisdiction.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

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<sup>2</sup>Cross reference(s)—See Chapter 1 of this Title.

## CHAPTER 2 WATER SYSTEM

### 8-2-1: SERVICE CONNECTION:

- A. Application For Service: No service connection shall be constructed for the purpose of introducing water into any premises until a permit is approved for the service connection in writing by the DPW. The property owner or his/her agent shall submit a permit application to the DPW on the standard Township form. The DPW Director shall review the application and approve or disapprove said application. All fees shall be paid by the applicant prior to submittal of the application for permit.
- B. Installation Of Service Connections: Service connections shall be installed only by the Township or its contracted installer. The water service connection material shall be type K copper pipe for two-inch (2") or smaller service and SDR 9 (PEX) pipe that is suitable for drinking water for services greater than two inches (2"). Materials shall be approved by the DPW Director and the Township's engineer. In no case shall lead solder be used for construction of the service connection. All water connection services shall be five feet (5') deep under the surface of the street or lowest part of the gutter. No water service connection shall be laid in the same trench with a sewer pipe unless supported upon an earth shelf at least one and one-half feet (1 1/2') above the sewer and ten feet (10') horizontally from the sewer unless approved in writing by the DPW Director and Township Engineer.

The Township shall install a curb stop with a curb box at approximately the street line or private property line. The curb stop shall be under the exclusive control of the Township. No person other than an authorized employee of the Township shall open, close, or otherwise operate said curb stop provided, however, that any licensed plumber may open or close the curb stop in emergency cases when authorized by the DPW Director.

- C. Customer Service Connections: All pipe used in the customer service connections shall be of the same type as described in subsection B above "Installation of Service Connections". The entire customer service connection shall be installed at the customer's expense and shall include meter isolation valves conveniently placed immediately before and after the water meter. The necessary couplings for connecting the meter shall be furnished by the Township and be included in the cost of the connection charge. In no case shall lead solder be used for construction of the customer service connection. Any newly constructed customer service connection shall not be covered until inspected and approved by the DPW Director.

The maintenance of the customer service connection is entirely at the cost of the customer. In the event repairs, replacement or thawing of the customer service connection is required as determined by the DPW Director, the customer shall complete the repairs, replacement or thawing of the customer service connection at his/her cost within the time frame as allowed by the DPW Director. Failure to complete the work within the time frame shall allow the DPW Director to discontinue service to the premises.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

## **8-2-2: WATER METERS:**

- A. **Meter Installation:** All service connection other than fire lines shall be metered. The meter shall be furnished and installed by the Township and shall remain the property of, and under the control of the Township. All meters shall include an encoder and electronic transmitter installed within the customer's building or a remote recording device to be installed and located outside the customer's building in a location suitable to the DPW Director. In the case of a discrepancy between the reading on the remote recording device and the meter inside the premises, the meter inside the premises shall be considered the official read. A master meter shall be required at the property line (in a meter pit) for all services greater than three hundred feet (300') in length or at the discretion of the DPW Director. Maintenance of the customer's service connection downstream of the master meter shall be at the customer's sole expense. If a customer with a master meter requests individual meters downstream of the master meter, the Township will not read the individual meters and will bill only for the master meter.
- B. **Meter Locations:** If, in the judgment of the DPW Director, a meter pit is required for the service connection, such meter pit shall be installed by the Township or the Township's contractor. The cost of installing such meter pit shall be paid by the customer, and that cost is set forth in the fee schedule adopted by the Thomas Township Board.
- C. **Access To Meters:** Any authorized Township employee or their designated agent shall, at all reasonable hours, have the right to enter the premises where such meters are installed for the purpose of reading, testing, removing, or inspecting the meter or for the purpose of inspecting any pipe or fixture connected to the Township water system, and no person shall hinder, obstruct, or interfere with such employee or designated agent in the lawful discharge of his/her duties in relation thereto. The DPW Director shall have the right to shut off the supply of water to any premises where authorized employees or designated agents are not able to obtain access to the meter.
- D. **Responsibility For Meter:** The owner of the premises upon which a meter is installed is hereby made responsible for same. The customer shall be responsible for all damage to the meter, meter seal or remote encoding and transmitting device and for any and all expenses of the Township caused by any negligence of any person other than an employee of the Township, including damage by hot water, frost, or other causes. If by any manner the meter is damaged or stolen, such incident must be reported to the DPW Director at once. It shall be the duty of the Township to make all meter repairs and charge same to the party made responsible for the meter.
- E. **Meter Upgrades Required:** Changes in metering equipment, technology, reading methods, and billing methods shall be determined by the Township Board. When upgrades or technology changes are ordered by the Board, it shall be a mandatory requirement for all water customers to complete the changes when directed.
- F. **Meter Billing Surcharges:** The Township Board may enact a surcharge for customers who do not comply with the upgraded water meters or technology requirements as directed by the Board. The surcharge shall be set by the Board with the schedule of fees. Surcharges imposed shall be billed with each regular water billing cycle.
- G. **Meter Failure:** If any meter shall fail to register properly, the Township shall estimate the consumption on the basis of the three (3) previous quarters' consumption and bill accordingly.
- H. **Meter Testing:** A consumer may require that his/her meter be tested upon prepayment of a service fee, as set by the Township Board of Trustees, to cover the cost of the test. If the meter is found defective, it shall be repaired, or a replacement meter installed and the service fee payment refunded.
- I. **Accuracy Required:** A meter shall be considered accurate if, when tested, it registers not to exceed five percent (5%) more or five percent (5%) less than the actual quantity of water passing through it. If a meter registers in excess of five percent (5%) more than the actual quantity of water passing through it, it shall be

considered "fast" to that extent. If a meter registers in excess of five percent (5%) less than the actual quantity of water passing through it, it shall be considered "slow" to that extent.

- J. Adjustment To Bill If Inaccurate: If a meter has been tested at the request of a customer and is determined to register "fast", the Township shall credit the customer with a sum equal to the percent "fast" multiplied by the amount of all bills incurred by said customer within the three (3) quarters prior to the test, and if a meter is determined to register "slow" the Township may collect from the customer a sum equal to the percent "slow" multiplied by the amount for all the bills incurred by the customer for the prior three (3) quarters. When the Township on its own initiative makes a test of a water meter, it shall be done without cost to the customer, other than to pay the amount due the Township for water used by the customer as above provided if the meter is found to be "slow".

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

### **8-2-3: FIRE HYDRANTS:**

No person shall open or use water from any public or private fire hydrant for any purpose except for extinguishing fires and other emergency conditions without securing permission from the department of public works DPW Director and paying or arranging to pay such charges as may be prescribed.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

### **8-2-4: PRIVATE FIRE LINE:**

Private fire line connections may be allowed by the Thomas Township Board consisting of a direct connection from the Township water main to a private building. The connection must be designated solely for fire protection and connect into the customer's fire protection system. The quarterly charge for private fire line connections shall be equal to the quarterly ready to serve charge.

The Township Board reserves the right to meter any private fire line. The charge for metered fire lines shall be the same as unmetered.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

### **8-2-5: ADDITIONAL REGULATIONS:**

The manager, in consultation with the DPW Director and/or the Township engineer, may make and issue additional rules and regulations concerning the water distribution system, connections thereto, meter installations and maintenance, connection and meter installation fees, tap-in/meter installation charges, hydrants and water mains and the appurtenances thereto, not inconsistent herewith. Such rules and regulations shall be effective upon approval by the Township Board of Trustees. The rules and regulations now in effect shall continue until changed in accordance with this Section.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

### **8-2-6: INJURY TO OR OBSTRUCTION OF FACILITIES:**

No person, except an employee of the Township in the performance of his/her duties, shall break, damage, destroy, uncover, deface, obscure, obstruct or tamper with any structure, appurtenance or equipment which is a part of the Township water distribution system.

No person, firm or corporation shall place debris, landscaping, earth or other materials in a manner that will obstruct, obscure or prevent normal access to or operation of any hydrant, valve, metering facility, Fire Department water connection or any other water system appurtenances. The expenses incurred in the removal of

any obstructive materials shall be a debt to the Township from the responsible person, firm or corporation, and shall be collected as any other debt to the Township.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

#### **8-2-7: CROSS-CONNECTIONS:**

- A. Cross-Connections Prohibited; State Regulations Adopted: It shall be unlawful for any person to make or maintain, or allow to be made or to be maintained, upon property owned by such person, a cross-connection between the public water supply system and a secondary water supply system. The Township adopts, by reference, the water supply cross-connection rules of the Michigan Department of Public Health, being R325.431 to R325.440 and its amendments, inclusive of the Michigan Administrative Code.
- B. Entering a premise for inspection: Any representative of the Township shall have the right to enter at any reasonable time any premise served by a connection to the public water supply system of the Township for the purpose of inspecting the piping system or systems thereof for cross-connections. On Township's request the owner, lessees, or occupants of any premise so served shall furnish to the inspection agency any pertinent information regarding the piping system or systems on such premise. The refusal of such information or refusal of access, when requested, shall be deemed evidence of the presence of cross-connections.
- C. Backflow Devices Required Based on Hazard: The DPW Director or the designated Water System Operator-In-Charge shall determine the degree of hazard each water service connection poses to the Township's water distribution system. Hazards shall be classified as none, low, medium or high. The DPW Director shall require backflow devices based on the degree of hazard. Devices shall be required to be installed on the water service for all low, medium or high hazards per current State of Michigan Safe Drinking Water Act 399 of 1976.
- D. Periodic Inspections of Backflow Devices Required: Devices must be inspected and tested by an approved tester per qualifications required by current State of Michigan Safe Drinking Water Act 399 of 1976. All services designated as high hazard shall be tested annually. Annual device testing and inspections shall be required to be completed by October 31 of each year, or as otherwise determined by the DPW Director or Water System Operator-In-Charge. Low and medium hazard services shall be inspected and tested at regular intervals as determined by the DPW Director or Water System Operator-in-Charge however testing and inspection shall occur at least once per five (5) year period.
- E. Notice of Violation; Compliance Period of Time: The DPW Director, upon determining that a violation of the provisions herein exists, shall notify the owner and/or the occupant of the premise so affected, in writing, of the nature of the violation. Said notice shall include a period of time for compliance which shall be commensurate with the degree of the hazard involved but in no case shall that period of time exceed nine (9) months. Violations which pose an extreme hazard will be disconnected immediately. The failure to correct the violation within the period of time prescribed, and each day thereafter, shall constitute a separate violation of this title.
- F. Violation; Discontinued Service; Restoration: The Township DPW Director is hereby authorized and directed to discontinue water service after reasonable notice to any property wherein any cross connection in violation of this title exists, and to take such other precautionary measures deemed necessary to eliminate any danger of contamination of the public water supply system. Water service to such property shall not be restored until the cross-connection(s) has been eliminated in compliance with the provisions of this title.
- G. Compliance with other regulations: No statement contained in this chapter shall be construed to interfere with any additional requirements that may be imposed by the State regulatory authorities.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

### **8-2-8: COORDINATION WITH PLUMBING CODE/ORDINANCE:**

- A. Supplementary To Adopted Plumbing Code: This title does not supersede the Township's Plumbing Code but is supplementary to it.
- B. Potable Water: The potable water supply made available to properties shall be protected from possible contamination as specified by this title and by the Township's Plumbing Code. Any water outlet which could not be used for potable or domestic purposes and which is not supplied by the potable system must be labeled in a conspicuous manner such as: "Water Unsafe for Drinking".

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

### **8-2-9: WATER EMERGENCIES:**

- A. Determination Of Water Emergency: Based on the water contract binding the City of Saginaw and Thomas Township, the City Manager of Saginaw may declare a water emergency during a critical water consumption period. If/when this happens, Thomas Township shall be regulated by the maximum daily allotment water schedule as approved by the Saginaw City Council.
- B. Uses Prohibited During Water Emergency: When the Saginaw City Manager shall have declared that a water emergency exists as provided in subsection A above, the use and withdrawal of water by any person from the Thomas Township water distribution system for any of the following purposes is hereby prohibited:
  - 1. Watering Of Yards: The sprinkling, watering or irrigation of shrubbery, trees, lawns, grass, ground covers, plants, vines, gardens, vegetables, flowers, or any other vegetation.
  - 2. Cleaning Outdoor Surfaces: The washing of sidewalks, driveways, filling station aprons, porches and other outdoor services.
  - 3. Swimming Pools: Swimming and wading pools not employing a filter and recirculating system.
  - 4. Escape Through Defective Plumbing: The escape of water through defective plumbing, which shall mean the knowing permission for defective plumbing to remain out of repair.
- C. Notice Of Water Emergency: When the Saginaw City Manager shall have declared that a water emergency exists as provided in subsection A above, notice thereof shall be given by releasing the same to the official newspaper of the City, social media outlets, and to all radio and television stations maintaining offices or studios within the City. Such notice shall advise of the time of commencement of such emergency and that the same will continue until notice of termination thereof is given by the Saginaw City Manager through the same media.
- D. Termination Of Water Emergency: When the City Manager of Saginaw shall determine that the conditions which caused the declaration of the emergency under subsection A above no longer exist, he/she shall so declare and give notice of such determination as provided in subsection C above.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

### **8-2-10: LIABILITY OF THE TOWNSHIP; RIGHT TO LIMIT USE:**

All parties using water from the water supply system for any purpose whatsoever, will do so at their own risk and said Township, or employees thereof, shall not be liable for any damages occasioned by or growing out of the stoppage of said water, nor for an insufficient supply of same, contamination of the water system, nor for accidents or any damage of any kind caused by or related to the use or failure of such water.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

## **CHAPTER 3 SEWER SYSTEM**

### **8-3-1: GENERAL PROVISIONS:**

- A. Purpose and authority: The purpose of this chapter is the protection of the public health, safety and welfare by abating and preventing pollution through the regulation and control of the quantity and quality of industrial, commercial and other wastes admitted or discharged into the wastewater collection and treatment systems of the Township and to enable the Township to comply with all applicable state and federal laws and regulations, including, among others, the Federal Clean Water Act of 1972, 33 USC 1251 et seq., as amended and the Environmental Protection Agency general pretreatment regulations, 40 CFR Part 403.
- B. Objectives: The objectives of this chapter are to prevent the introduction of pollutants into the wastewater system which will:
  - (1) Result in an operational upset;
  - (2) Cause sludge contamination and prevent recycling;
  - (3) Pass through the treatment system into the receiving waters or the atmosphere in violation of Township, state and/or federal regulations;
  - (4) Result in the presence of toxic gases, vapors or fumes within the POTW in a quantity that may cause acute worker health and safety problems; or
  - (5) In any way inhibit the treatment process at the treatment plant.
  - (6) Results in a NPDES permit violation at the treatment plant.
- C. Policy: By virtue of obligations and authority placed upon the Township as an operator of a wastewater collection system which discharges into public waters, by the Clean Water Act, as amended, 33 USC 1251 et seq., (PL 92-500), Public Act No. 451 as of 1995, as amended; applicable National Pollutant Discharge Elimination System permits issued to the Township; existing or future contracts between the Township and other governmental or private entities or by virtue of common law usage of the Township's wastewater collection system, this chapter shall apply to every industrial, commercial and other non-domestic user whose wastewater is discharged into or flows through the Township's sewer system or is treated at a wastewater treatment plant.

### **8-3-2: CONNECTION TO PUBLIC SEWERS REQUIRED:**

- A. Connection To the Sewer System Required: Premises within the Township on which are, now or hereafter, located any buildings or structures for which direct connection to the sewer system is available shall not be used or occupied by persons, firms or corporations for any purpose, unless said premises are connected to the sewage disposal system. Said premises within the Township so improved and used or occupied shall be connected to said sewer system no later than six (6) months after the date of the occurrence of the later of the following events:
  - 1. Availability of the public sanitary sewer system in the area in which the structure is located.
  - 2. Modification of a structure so as to become a structure from which sewage originates.
- B. Notice To Connect: If a structure in which sanitary sewage originates has not been connected to the sanitary sewer collection system within the six (6) months' period provided by this title the Township Board shall require the connection to be made forthwith to the owner of record on the most recent tax roll of the property on which the structure is located. The notice shall give the approximate location of the public

sanitary sewer system which is available for connection of the structure involved and shall advise the owner of the requirements and of the enforcement provisions of this title.

- C. Failure To Connect: Where any structure from which sanitary sewage originates is not connected to the sanitary sewer collection system within ninety (90) days after the date of mailing of written notice the Township Board may bring an action in the name of the Township for a mandatory injunction or order in circuit court in the county in which the structure is situated to compel the owner to forthwith connect to the sanitary sewer collection system. The circuit court may award costs to the Township including actual costs incurred in compelling connection.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

### **8-3-3: WATER POLLUTION:**

It shall be unlawful to discharge into any natural outlet within the Township of Thomas any sanitary sewage, industrial waste, or other polluted water except where suitable treatment has been provided in accordance with subsequent provisions of this title.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

### **8-3-4: PRIVIES AND SEPTIC TANKS:**

Except as provided in Section 8-3-4 hereof it shall be unlawful to construct or maintain any privy, privy vault, septic tank, cesspool or other facilities intended or used for disposal of sewage.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

### **8-3-5: PRIVATE SEWAGE DISPOSAL:**

- A. Private Sewage Disposal Authorized: Where a public sanitary sewer is not available under the provisions of Section 8-3-1 hereof, the building sewer shall be connected to a private sewage disposal system complying with all requirements of the County Health Department and the provisions of any applicable building and plumbing ordinance of the Township.
- B. Compliance With Other Regulations: No statement contained in this Chapter shall be construed to interfere with any additional requirements that may be imposed by State or County regulatory authorities.
- C. Availability Of Public Sewer: At such times as a public sewer becomes available to a property served by a sewage disposal system, a direct connection shall be made to the public sewer in compliance with this title and any septic tanks, cesspools, and similar private sewage disposal facilities shall be abandoned.
- D. Costs To Owner: The owner shall operate and maintain the private sewage disposal facilities in a sanitary manner at all times at no expense to the Township.
- E. Use Of Sewer System Required: It shall be unlawful for any person to place, deposit or permit to be deposited in any unsanitary manner upon public or private property within the Township or in any area within the jurisdiction of said Township any human or animal excrement, garbage or other objectionable waste which ordinarily would be regarded as sewage or industrial waste.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

### **8-3-6: SEWER CONNECTION:**

- A. **Installation Responsibility:** The Township shall install and maintain at its expense that portion of the service from the main to the lot line or easement line and the customer shall install and maintain at their expense that portion of the service from said lot line or easement line to their premises.
- B. **Permit Required:** No connection shall be constructed for the purpose of disposing of wastes into the Township sanitary sewer system until an application for a permit for such connection has been made to the Township by the owner or their agent. There shall be two (2) classes of building sewer permits: 1) for residential and commercial service, and 2) for service to establishments producing industrial waste. The permit applications shall be supplemented by any plans, specifications, or other information considered pertinent in the judgment of the DPW Director.
- C. **Permit Fee:** All fees related to sanitary sewer connections must be paid by the applicant at the time application is submitted.
- D. **Installation Costs:** All costs and expenses incidental to the installation and connection of the building sewer shall be borne by the owner. The owner, or the person installing the building sewer for said owner, shall indemnify said Township from any loss or damage that may directly or indirectly be occasioned by said installation.
- E. **Construction:**
  - 1. **Licensing Requirements:** No person shall uncover, make any connections with, or opening into, use, alter or disturb any public sewer or appurtenances thereof without first having obtained a license from the Township. Applications for licenses shall be submitted to the DPW Director and shall be accompanied by the required fee as set by Board resolution on forms prescribed by the Township. The DPW Director may refuse to grant or may revoke any license issued under this title if said person requesting or having been granted said license has violated the terms and conditions of said Ordinance. Said licenses shall be for a period of one (1) year only, except that they may be renewed annually by the payment of an annual license renewal. In no case shall a license be issued unless the person applying for such shall have executed unto the Township, and deposited with the Township Treasurer, a corporate surety bond in the sum of five thousand dollars (\$5,000.00) conditioned upon the requirement that said person shall perform faithfully all work with due care and skill and in accordance with the laws, rules, and regulations established under the authority of any ordinances of the Township pertaining to plumbing. The bond shall state that the person will indemnify and save harmless the Township and the owner of the premises against all damages, costs, expenses, outlays, and claims of every nature and kind arising out of unskillfulness or negligence on their part in connection with plumbing or excavating for plumbing as prescribed in this title. Such bond shall remain in force and must be executed for a period of two (2) years except that upon expiration it shall remain in force as to all penalties, claims, and demands that may have accrued thereunder prior to such expiration.
  - 2. **Separate Building Sewers; Exceptions:** A separate and independent building sewer shall be provided for every building, except where one (1) building stands at the rear of another on an interior lot and no private sewer is available or can be constructed to the rear through an adjoining alley, court, yard, or driveway, the building sewer from the front building may be extended to the rear building and the whole considered as one (1) building sewer. Other exceptions will be allowed only as recommended by the DPW Director and approved by the Board.
  - 3. **Materials Of Construction:** The building sewer shall be constructed of, SDR35 PVC pipe. Alternate materials such as polyvinyl chloride (PVC) Schedule 40 pipe, SDR26 PVC pipe may be accepted by the Township DPW Director or Township Engineer in writing.
  - 4. **Joints:** All joints and connections shall be made gastight and watertight. Polyvinyl chloride Schedule 40 PVC pipe shall be fitted with coupling type joints with solvent as recommended by the manufacturer. For SDR35 PVC and SDR26 PVC pipe, elastomeric gaskets with push-on joints are required and no

solvent welds are allowed. The joints and connections shall conform to the manufacturer's recommendations.

5. **Size And Slope:** The size and slope of the building sewers shall be subject to the approval of the said DPW Director, but in no event shall the diameter be less than four inches (4"). The slope of such pipe shall not be less than one-eighth inch (1/8") per foot, except as otherwise approved by the DPW Director.
  6. **Depth Of Building Sewer; Excavations:** Whenever possible, the building sewer shall be brought to the building at an elevation below the basement floor. No building sewer shall be laid parallel to or within ten feet (10') of any bearing wall, which might thereby be weakened. The depth shall be sufficient to afford protection from frost. All excavations required for the installation of a building sewer shall be open trench work unless otherwise approved by the said DPW Director. Pipe laying and backfill shall be performed in accordance with current ASTM Specifications except that no backfill shall be placed until the work has been inspected and approved by the DPW Director or his/ her representative.
  7. **Artificial Lifts:** In all buildings in which any building drain is too low to permit gravity flow to the public sewer, sanitary sewage carried by such drains shall be lifted by artificial means approved by the DPW Director and discharged to the building sewer.
  8. **Restoration Of Excavations; Barricades and Lights:** All excavations for building sewer installation shall be adequately guarded with barricades and lights so as to protect the public from hazard. Streets, sidewalks, parkways and other public property disturbed in the course of work shall be restored in a manner satisfactory to the said Township.
- F. **Sewer Service Connection:** The connection of the building sewer into the public sewer shall be made at the "Y" branch designated for that property, if such branch is available at a suitable location. Any connection not made at the designated "Y" branch in the main sewer shall be made only as directed by the DPW Director.
- G. **Inspections:** The applicant for the building sewer shall notify the Township Water and Sewer Billing Department when the building sewer is ready for inspection and connection to the public sewer. The connection shall be made under the supervision of the DPW Director. If the physical connection to the sanitary sewer main has not been inspected, the DPW Director retains authority to require the re-excavation of the connection site to inspect the actual sewer connection between the sewer lead and the sewer main. The Township shall not be responsible for the costs related to such re-excavation.
- H. **Repairs:** The cost of all repairs, maintenance and replacements of existing building sewers and their connections to public sewers shall be borne by the property owner. Such owner shall make application to perform such work to the Township.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

### **8-3-7: PROHIBITIONS FOR USE:**

- A. **Storm And Surface Waters:** No person shall discharge or cause to be discharged any storm water, surface water, ground water, roof runoff, foundation drainage, cooling water or unpolluted industrial process waters into any sanitary sewer. Yard drains, floor drains, patio drains, catch basins, downspout, weep tiles, perimeter drains or any other structures used for the collection and conveyance of storm water shall not be permitted to discharge whether directly or indirectly into any sanitary sewer. Storm water and all other unpolluted drainage shall be discharged into such storm sewer or into a natural outlet in accordance with regulations of the Township and applicable County and State agencies.
1. The sanitary sewer service connection shall be brought up one foot (1') above the basement floor and must be capped during construction.
  2. All basements shall be pumped out prior to removing the caps, from the floor drains and sanitary sewer service connections.

- B. Harmful Waters or Wastes: No person shall discharge or cause to be discharged to any public sewer any harmful waters or wastes, whether liquid, solid or gas, capable of causing obstruction to the flow in sewers, damage or hazard to structures, equipment, and personnel of the POTW, or other interference with the proper operation of the POTW.
- C. Pretreatment Of Questionable Waters or Wastes: The admission into the public sewers of any waters or wastes having harmful or objectionable characteristics shall be subject to the review and approval of the DPW Director, who may prescribe limits on the strength and character of these waters or wastes. Where necessary, in the opinion of the DPW Director, the owner shall provide, at his/her expense, such preliminary treatment as may be necessary to treat these wastes prior to discharge to the public sewer. Plans, specifications, and any other pertinent information relative to proposed preliminary treatment facilities shall be submitted for the approval of the said DPW Director and of EGLE or the primary state regulatory agency responsible, and no construction of such facilities shall be commenced until said approval is obtained in writing. Where preliminary treatment facilities are provided for any waters or wastes, they shall be maintained continuously in satisfactory and effective operation by the owner at his/her expense.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

#### **8-3-8: INTERCEPTORS:**

- A. Grease, oil and sand interceptors shall be provided when, in the determination of the Director, they are necessary for the proper handling of liquid wastes containing fats, oils and grease in excessive amounts, or any flammable wastes, sand and other harmful ingredients, except that such interceptors shall not be required for private living quarters or dwelling units. All interceptors shall be of a type and capacity approved by the Director and shall be located so as to be readily and easily accessible for cleaning and inspection. Grease and oil interceptors shall be constructed of impervious materials capable of withstanding abrupt and extreme changes in temperature. They shall be of substantial construction and equipped with easily removable covers which, when bolted in place, shall be gastight and watertight.
- B. Where installed, all grease, oil and sand interceptors shall be provided and maintained by the owner, at the owner's expense, in continuously efficient operation at all times.
- C. Chemicals and/or chemical additives shall not be added to grease, oil or sand interceptors to soften, disperse, liquify or otherwise treat contents of interceptors without the express written permission of the Director.
- D. The Director, inspector and other duly authorized employees of the Township bearing proper credentials and identification shall be permitted to enter upon all properties during normal business hours for the purpose of inspection, observation, measurement, sampling and testing, in accordance with the provisions of this chapter.
- E. If a user contributes excessive amounts of fats, oils or grease into the public sewer system which requires cleaning or physical removal, the costs associated with this cleaning may be charged to the contributor including any damages to the system or other users on the system as a result of sewer back-ups.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

#### **8-3-9: CONTROL MANHOLES:**

- A. When required by the DPW Director, the owner of any property served by a building sewer carrying industrial wastes shall install and maintain at his/her expense a suitable control manhole in the building sewer to facilitate observation, sampling, and measurement of the wastes. All measurements, tests, and analyses of the characteristics of waters and wastes shall be determined in accordance with "Standard

Methods for the Examination of Water and Sewage", and shall be determined at the control manhole or upon suitable samples taken at said control manhole. In the event that no special manhole has been required, the control manhole shall be considered to be the nearest downstream manhole in the public sewer to the point at which the building sewer is connected.

- B. When required by the DPW Director or Township Engineer, the owner of any premise served by a building sewer shall be required to install a screening or macerating device(s) at the owner's expense. Screening and macerating devices shall be kept in operational condition by owner. The operations, maintenance, repair or replacement of screening and macerating devices shall be at the expense of the owner.
- C. All control manholes shall be located on the user's property within ten feet of the property line. The control manhole shall be constructed on the sewer connection or the stormwater connection. If the property is fenced, a gate shall be provided at the manhole location with provision for a lock to be provided by the Director. If the user does not want direct access to their property for security or other reasons, user shall, at their expense, construct a security fence around the control manhole of an area acceptable to the Director. The Director may allow control manholes in the street right-of-way in an approved manner and location. Control manholes that cannot be constructed within ten feet of the property line shall be in an open and accessible area.
- D. The user shall provide an approved drawing to the Director, showing the locations of all sewer connections and control manholes. The control manholes shall be located both from street lines and building lines. The drawing shall show the roadways and access points to the control manholes and note entry limitations, if any, and shall state the telephone number and person to contact should entrance become necessary, and any other data considered pertinent by the Director. Each control manhole shall be identified by name and number. Ample space shall be provided around the control manholes and shall be maintained free and clear, by the owner, at all times.
- E. The Director or other authorized Township employee or representative may inspect the facilities of any user to determine whether the purpose of this chapter is being met and all wastewater requirements are being complied with. Persons or occupants of premises where wastewater is created or discharged shall allow the Director or other Township employees and representatives ready access at all reasonable times and make provisions for emergency access to all parts of the premises for the purpose of inspection or sampling or otherwise in the performance of their duties. When a user has security measures in force which require proper identification and clearance before entry is permitted into the user's business or premises, the user shall make the necessary arrangements, acceptable to the Director, with the user's security personnel, so that, upon presentation of suitable identification, the Township's employees and representatives shall be permitted to enter without delay for the purposes of carrying out the Township's responsibilities.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

### **8-3-10: PROTECTION FROM DAMAGE:**

No person shall maliciously, willfully or negligently break, damage, destroy, uncover, deface or tamper with any property, structure, equipment, or appurtenance which is a part of the Township POTW. No person shall, without a permit, uncover or connect to any structure or appurtenance which is a part of the Township sewer system. These acts shall be considered a violation of this ordinance and shall be subject to fines and penalties.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

### **8-3-11: LIABILITY OF THE TOWNSHIP; RIGHT TO LIMIT USE:**

All parties using the sanitary sewer system for any purpose whatsoever, will do so at their own risk and said Township, or employees thereof, shall not be liable for any damages occasioned by or related to the stoppage of said sewage services, nor for an insufficient capacity of same, nor for accidents or any damage of any kind caused by or related to the use or failure of such sewer system.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

## **CHAPTER 4 INDUSTRIAL DISCHARGES**

### **8-4-1: PURPOSE AND POLICY:**

- A. Uniform Requirements: This title sets forth uniform requirements for dischargers into the Thomas Township sanitary sewer system, which connects to the Saginaw Charter Township Wastewater Treatment Plant (SCTWWTP), and enables the Township to protect public health in conformity with all applicable local, State and Federal laws relating thereto.
- B. Objectives: The objectives of this title are:
  - 1. To prevent the introduction of pollutants into the Thomas Township sanitary sewer system which will interfere with the normal operation of the sewer system or contaminate the resulting municipal sludge.
  - 2. To prevent the introduction of pollutants into the Thomas Township sanitary sewer system which do not receive adequate treatment in the POTW or cause violation of NPDES Permit, and which will pass through the sewer system into receiving waters or the atmosphere or otherwise be incompatible with the system.
  - 3. To improve the opportunity to recycle and reclaim wastewater and sludge from the system.
- C. Scope: This title provides for the regulation of discharges into the Thomas Township sanitary sewer system through the enforcement of administrative regulations and Ordinance provisions. This title provides for the recovery of operations, maintenance or replacement costs of the POTW. The costs associated with the construction of collection and treatment systems used by industrial dischargers, in proportion to their use of the POTW, are the subject of separate enactments or agreements.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

### **8-4-2: GENERAL DISCHARGE PROHIBITIONS:**

- A. Wastes Prohibited. Except as provided in this chapter, no person shall discharge, cause or allow to be discharged, any pollutant which can pass through or cause interference at the wastewater treatment plant, or any of the following described waters or wastes, directly or indirectly, to any public sewer or POTW:
  - 1. Any liquid, solid or gas pollutants which create a fire or explosion hazard in the sewer system or POTW, including, but not limited to, waste streams with a closed cup flashpoint of less than 140 degrees Fahrenheit or 60 degrees Celsius using the test methods specified in 40 CFR 261.21. Such material may include, but is not limited to, gasoline, kerosene, naphtha, toluene, benzene, fuel oil, xylene, ethers, alcohols, ketones, aldehydes, peroxides, chlorates, perchlorates, bromates, carbides, hydrides and sulfides or any other substance which the Township, State or EPA has notified the user is a fire hazard or a hazard to the system.

2. Waters or wastes having a pH lower than 6.5 or higher than 9.0 or having any other corrosive property capable of causing damage or hazard to structures, equipment, treatment processes or personnel of the sewer system.
3. Any waters or wastes having a temperature higher than 120 degrees Fahrenheit at the point of the sewer connection or which will inhibit biological activity in the treatment plant resulting in interference, but in no case wastewater which causes the temperature at the introduction into the treatment plant to exceed 104 degrees Fahrenheit (40 degrees Celsius).
4. Solid or viscous substances in quantities or of such size capable of causing obstruction to the flow in sewers or other interference with the proper operation of the sewer system, such as, but not limited to, stone, gravel, ashes, cinders, sand, concrete, paving materials, mud, straw, sticks, plaster, cement, mortar, shavings, metal, glass, rags, feathers, tar, plastics, wood, brewery mash, whole blood, paunch manure, entrails, paper dishes and cups, milk containers, clothing, diapers, hand towels, non-flushable wipes, foam or any other substance detrimental, or determined by the Director to be detrimental, to the sewers or the operation of the POTW.
5. Garbage that has not been properly shredded.
6. Any waters or wastes which may contain more than 100 milligrams per liter of fat, wax, oil or grease, or petroleum oil, nonbiodegradable cutting oil, or products of mineral oil origin.
7. Contents of septic tanks or other similar facilities.
8. Radioactive wastes or isotopes of such half-life or concentration that are in noncompliance with regulations issued by the appropriate authority having control over their use and/or which will or may cause damage or hazard to the sewer system or personnel.
9. Quantities of flow or concentrations, or both, which constitute a "slug loading" as such term is defined in section 8-1-2.
10. Substances or pollutants which either alone or by interaction with other waters or wastes:
  - a. Solidify or become viscous in the sewer system.
  - b. Cause excessive discoloration, such as, but not limited to, dye wastes and vegetable tanning solutions.
  - c. Exert or cause a high concentration of inert suspended solids, such as, but not limited to, lime slurries, diatomaceous earth and lime residues.
  - d. Cause excessive foaming due to detergents, surface-active agents or other substances resulting in interruption of service to others, or operational problems, or negative impacts to the POTW.
  - e. Exert or cause a high concentration of dissolved solids, such as, but not limited to, sodium chloride, in excess of permit limits.
  - f. Cause or exert a COD that would increase operational expense or cause treatment problems.
  - g. Cause a high chlorine demand, such as, but not limited to, nitrite, cyanide, thiocyanate, sulfite and thiosulfate.
  - h. Results in water or waste materials containing toxic or poisonous substances that tend to damage or interfere with any sewage treatment process or that may constitute a hazard to any person, animal, fish or aquatic life or that may tend to be a hazard in the receiving Waters of the State. Wastewater causing, alone or in conjunction with other sources, the treatment plant's effluent to fail toxicity test.
  - i. Result in the presence of toxic gases, vapors or fumes within the sewer system.
  - j. Cause acute worker health and safety problems.

- k. Contain levels of PFAS greater than Water Quality Based Effluent Limits established by the State of Michigan.
  11. Collectible floating oil.
  12. Any wastewater containing a toxic substance in sufficient quantity, either singly or by interaction with other pollutants, to injure or interfere with any wastewater treatment process, constitute a hazard to humans or animals, create a toxic effect in the receiving Waters of the State, or exceed the limitation set forth in a categorical pretreatment standard. A toxic pollutant shall include, but not be limited to, any pollutant identified pursuant to section 307 of the Act, 33 USC 1317, and the State critical materials register.
  13. Any noxious or malodorous liquid, gas or solid which either singly or by interaction with other wastes is sufficient to create a public nuisance or hazard to life or otherwise sufficient to prevent entry into the sewers for their maintenance and repair.
  14. Any substance which may cause the treatment plant effluent or any other product of the treatment plant, such as residue, sludge or scum, to be unsuitable for reclamation and reuse or to interfere with the reclamation process where the treatment plant is pursuing a reuse and reclamation program. In no case shall a substance be discharged to the POTW and cause the POTW to be in noncompliance with sludge use or disposal criteria guidelines or regulations developed under section 405 of the Act or any criteria, guideline or regulation affecting sludge use or disposal developed pursuant to the Resource Conservation and Recovery Act of 1976 (RCRA), the Clean Air Act, 42 USC 7401 et seq., the Toxic Substances Control Act, 15 USC 2601 et seq., or State criteria which is legally applicable to the sludge management method being used.
  15. Any substance which will cause the treatment plant to violate its NPDES or State disposal system permit or the water quality standards by pass through, sludge contamination or operational upset.
  16. Incompatible pollutants in excess of the limits allowed by Township, State and/or Federal laws and regulations as determined and when amended, including, but not limited to, the National Categorical Pretreatment Standards, 40 CFR Part 403, or any other effluent guidelines developed by the Environmental Protection Agency.
  17. Wastewaters containing in excess of the allowed pollutant limits, as determined by the EPA; or by the Township's local limit calculations by Township resolution for the pollutants specified in the Township resolution, or any other pollutant, any lower limits subsequently established by statute, rule, regulation or permit conditions by the State or the Township.
  18. The sludge, precipitate or waste which results from any industrial or commercial treatment or pretreatment of wastewater or air discharges.
  19. Any waters or wastes of such character and quantity that unusual attention or expense is required to handle such waters or wastes in the treatment or sewer system.
  20. Any river water or any water other than that obtained through Township water supply lines, or any wastewater or industrial waste which originates outside the service area of the treatment plant unless permission for such introduction is obtained in advance from the Director.
  21. Any incompatible pollutant or parameter deemed a public nuisance by the Director.
  22. Any compatible pollutant greater than quantities listed in the local limit resolution.
- A. Limitations On Wastewater Strength:
1. National Categorical Pretreatment Standards: National categorical pretreatment standards as promulgated by the U.S. Environmental Protection Agency (EPA) pursuant to the Clean Water Act (33 U.S.C. 1251 et seq.), as amended shall be met by all dischargers of the regulated industrial categories. An application for modification of the national categorical pretreatment standards may be considered for submittal to the Regional Administrator by the Township, when the Saginaw Charter Township

Waste Water Treatment Plant achieves consistent removal of the pollutants as defined by 40 CFR Part 403.7.

2. State Requirements: State requirements and limitations on discharges to the POTW shall be met by all dischargers which are subject to such standards in any instance in which they are more stringent than Federal requirements and limitations or those in this or any other applicable ordinance.
3. Right Of Revision: The Township reserves the right to amend this title to provide for more stringent limitations or requirements on discharges to the POTW where deemed necessary to comply with the objectives set forth in Section 8-4-1 hereof.
4. Dilution: No discharger shall increase the use of potable or process water in any way, nor mix separate waste streams for the purpose of diluting a discharge as a partial or complete substitute for adequate treatment to achieve compliance with the standards set forth in this title.
5. Mass Limitations:
  - a. SCTWWTP and the Township may impose mass limitation on dischargers for pollutants later categorized by Local, State or Federal regulations at any time.
6. Incompatible pollutants. Persons discharging incompatible pollutants, other than the constituents described in the local limit resolution, which are strictly prohibited from being discharged into the sewer system, shall comply with section 307 of the Act and related regulations in reducing any incompatible pollutant which interferes with, passes through or otherwise is incompatible with the treatment process. Any person discharging or proposing to discharge any toxic pollutant as defined by section 307(a)(1) of the Act, shall apply to SCTWWTP and the DPW Director for permission for such discharge.
7. Special Alternative Limits

When requested by a non-domestic user and as deemed necessary by the Director, the Township may consider utilizing Special Alternative Limits (SAL) for specific local limits. The purpose of a SAL is to allow a non-domestic user a higher local limit for their specific discharge that will still comply with NPDES permit, State and federal requirements, while protecting the POTW and the Waters of the State. A SAL is determined by calculating a Maximum Allowable Headwork Loading for the wastewater treatment plant based on discharge requirements, the wastewater treatment plant's ability to treat and safety factors. Background domestic sampling is performed by the Township to establish background loadings after which a Maximum Allowable Industrial Loading is determined. The Maximum Allowable Industrial Loading is then allocated amongst the contributing and non-contributing industrial users. Specific limits are calculated and included in individual non-domestic user permits. These limits may be identified as concentrations, equivalent mass loadings, or both, as determined by the Director.

- B. Discharge limitations. Under federal and state regulations enacted or amended, SCTWWTP is required to report annually on all significant industrial sewer users and to meet certain effluent limitations. The discharge into the public sewer system, either directly or indirectly, of any waste or water or other pollutants exceeding the limits listed as follows may be subject to review, approval or limitation by SCTWWTP in coordination with the DPW Director to meet the applicable State, Federal and/or Township regulations as listed in the local limit resolution.
- C. If determined necessary by SCTWWTP in coordination with the DPW Director, the user shall provide the necessary pretreatment or curtailment to stay within the limitations in the local limit resolution. Nothing in this chapter shall prohibit SCTWWTP in coordination with the DPW Director from requiring lower constituent amounts if it is determined necessary for the protection or effective operation of the SCTWWTP. If the limitations in the local limit resolution are exceeded, the user may be required to pay additional costs if it is determined by SCTWWTP in coordination with the DPW Director that additional treatment expenses have been incurred.

- D. Pretreatment. Users shall make wastewater acceptable before discharging to the sewer system in accordance with the following requirements:
1. Under the standards established in this title;
  2. Within the allowances of the discharge permit as required in this title
  3. As required under 40 CFR Part 403;
  4. All pretreatment costs to the acceptable level shall be at the user's expense.
  5. Detailed plans showing the facilities and operating procedures and effluent characteristics shall be submitted to SCTWWTP and the DPW Director for review and approval before construction of the facility. The approval of such plans and procedures will in no way relieve such persons from the responsibility of modifying the facility, if necessary, to produce an acceptable effluent. Any changes in the approved facilities or method of operation shall be reviewed and approved by SCTWWTP and the DPW Director. Where required, users shall obtain approval from the applicable state or federal agency.
  6. The DPW Director in coordination with SCTWWTP may require that any private wastewater treatment facilities, process facilities, sewer systems, waste streams or any other potential waste problems be placed under the specific supervision and control of persons who have been certified by an appropriate state agency as being qualified to supervise such facilities or systems.
- E. Toxic pollutants and petroleum products control.
1. All storage of toxic pollutants in any area or building shall be contained in such a manner that none of the pollutants may spill or otherwise get into the public sewer system or contaminate surface or subsurface water in the event of an accident or failure and shall be in accordance with current state and federal laws and regulations and township ordinances.
  2. All aboveground storage tanks with a toxic liquid solution or pollutant shall be surrounded by containing walls providing such containment and capacity that the liquid will not splash over the top of the wall in the event of a sudden tank rupture. The minimum containment storage shall be 150 percent of the largest tank in the containment area. A sump shall be provided in the containment area with a sloped floor to remove the toxic liquid or pollutant. The curbed storage area shall not be connected, directly or indirectly, to the public sewer system.
- Underground storage tanks shall not be connected, directly or indirectly, to the public sewer system.  
Underground storage tanks shall be controlled in a manner to prevent leakage and discharge into subsurface water and shall be in compliance with all state and federal laws and regulations.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

#### **8-4-3: CHARGES AND FEES:**

The Township shall adopt charges and fees which may include: fees for monitoring, inspections and surveillance procedures; fees for filing appeals; fees for reviewing accidental discharge procedures and construction.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

#### **8-4-4: WASTEWATER DISCHARGERS:**

It shall be unlawful to discharge sewage, industrial wastes or other wastes into the POTW without having first complied with the terms of this title.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

#### **8-4-5: DISCHARGE PERMITS, REPORTS, SURVEILLANCE, AND INSPECTIONS.**

**A. Activities and permit conditions.**

1. Activities requiring permits: Persons engaged in any activities listed in the current list in the EPA Pretreatment Standards, 40 CFR Part 403, as revised or amended, or any non-domestic sewer user capable of discharging pollutants as determined by the Director, shall obtain a permit to discharge into the sewer system. New Significant Industrial Users must obtain a permit prior to connecting to or discharging into the sewer systems. Permits may be required of a non-domestic sewer user who stores pollutants or toxic material on the premises.
2. Permit time limits and conditions.
  - a. Permits shall be issued for a specified time period, not to exceed five years, and shall carry a specific expiration date.
  - b. A permit shall not be reassigned or transferred without written approval of the Director.
  - c. Every user presently discharging to any sewer system delivering wastewater to the treatment plant shall complete and file a baseline monitoring report and an application for a new permit with the Director. The baseline monitoring report shall contain the information required by 40 CFR 403.12(b)(1)-(7) and as may be further required by the Director, as a minimum. Any proposed new Significant Industrial User or new source shall apply for a permit and provide a baseline monitoring report with information on pretreatment methods, production data, flow and amounts of regulated and other pollutants.
  - d. A new source shall install and have in operating condition all pollution control equipment required to meet applicable pretreatment standards before beginning to discharge. A Significant Industrial User shall pretreat and/or control discharge to meet limits determined by the Director and this chapter. A Significant Industrial User subject to categorical standards shall meet categorical discharge limits as promulgated by the EPA and EGLE and also must meet all local limits as outlined in this sewer use chapter. All Industrial Users shall promptly notify the Director in advance of any substantial change in the volume or character of pollutants in its discharge, including the listed or characteristic hazardous waste for which the user has submitted initial notification under 40 CFR 403.12(p).
3. Permit alterations and hearings. The Director may change the conditions or terms of a permit prior to its expiration if circumstances or state or federal laws or regulations may require, or if other good cause exists. The Director may modify the pollutant limitations applicable to indirect discharges as specified in the federal pretreatment standards if the requirements contained in 40 CFR 403.7 are met and prior approval from the EGLE or EPA is given. A user shall be notified by the Director, in writing, of any proposed changes in the user's permit and the reasons for such changes at least 60 days prior to the effective date of the change.
4. New source compliance deadline. Before beginning to discharge, new sources shall install, have in operating condition and start up all pollution control equipment needed to meet the applicable pretreatment standards and requirements within the shortest feasible time, not to exceed 90 days. New sources shall meet all applicable pretreatment standards and requirements.

- B. Permit application requirements.** Non-domestic sewer users required to obtain or renew a non-domestic user sewer user's permit shall complete and file an application with the Director, with a baseline monitoring report, in the form prescribed by, and available at the office of, the Director or other designated locations, together with a fee as determined by Township rate resolution. Users required to obtain a permit shall procure and complete the application at their own expense. In support of the application, the user shall submit, in units and terms appropriate for evaluation, all

information requested by the Director, including, but not limited to, the following, which shall also be included in the baseline monitoring report:

1. Within 180 days after the effective date of a categorical pretreatment standard, or the final administrative decision on a category determination under 40 CFR 403.6(a)(4), whichever is later, existing Categorical Users currently discharging, or scheduled to discharge, to the POTW shall submit to the Director a report which contains the information listed in subsection b of this section listed below. At least 90 days prior to commencement of their discharge, new sources, and sources that become Categorical Users subsequent to the promulgation of an applicable categorical standard, shall submit to the Director a report which contains the information listed in subsection b. of this section listed below. A New Source User shall report the method of pretreatment it intends to use to meet applicable categorical standards. A New Source User also shall give estimates of such user's anticipated flow and quantity of pollutants to be discharged.
2. Users described in subsection 1. of this section listed above shall submit the following information:
  - a. Identifying information. Name, address and location of the industry, person, facility or other user for which the permit is sought, including the name and address of its operator and owner and the name and address of an individual at the location of the user authorized by the operator or owner to receive, on behalf of such owner or operator, any notice required in this chapter.
  - b. Environmental permits. A listing of any SIC number applicable to the user and of any environmental control permits held by or for the user.
  - c. Descriptions of operations. A brief description of the nature, average rate of production and standard industrial classifications of the operations carried out by such user. The description should include a schematic process diagram which indicates points of discharge to the POTW from the regulated processes.
  - d. Measurement of pollutants. Wastewater constituents and characteristics, including, but not limited to, the discharge of which are affected by this chapter, as determined by a reliable analytical laboratory (including in-house laboratories utilizing approved EPA methods and procedures), with 24-hour flow-proportional composite sampling and analysis performed in accordance with procedures established by the EPA. Every laboratory providing sampling and testing results shall be required to have quality control and quality assurance programs in place to provide accurate test data. A minimum of three samples in a two-week period for less than 250,000 gallons per day (gpd) discharge and six samples in a two-week period for a discharge of 250,000 gpd or greater are required. The results of sampling and analysis identifying the nature and concentration, and/or mass, where required by the standard or by the Director, of regulated pollutants in the discharge from each regulated process shall be reported. Instantaneous, daily maximum and long-term average concentrations, or mass, where required, shall be reported. The sample shall be representative of daily operations and shall be analyzed in accordance with procedures described in this subsection. Sampling must be performed in accordance with procedures described in this subsection.
  - e. Duration. Time and duration of discharge.
  - f. Flow measurement. Measured average daily and maximum daily flow rates, in gallons per day, including daily, monthly and seasonal variations, if any, from regulated process streams and other streams to the sewer system as necessary to allow use of the appropriate combined waste stream formula described in 40 CFR 403.6(e).
  - g. Drawings. Site plans, floor plans, mechanical and plumbing plans and details to schematically show all users' sewer lines and discharge points, including sewer connections

and appurtenances, from which wastewater may be discharged into the sewer system from the premises.

- h. Activities and processes. A description of activities, facilities and plant processes on the premises, and any substances, chemicals and solutions which will be present in such facilities or produced by such activities or processes, including all such materials which are or could be discharged.
  - i. Certification. A statement, reviewed by the user's authorized representative and certified by a qualified professional, indicating whether pretreatment standards are being met on a consistent basis, and, if not, whether additional operation and maintenance (O & M) and/or additional pretreatment is required to meet the pretreatment standards and requirements. The pretreatment standards for each process shall be identified and listed.
  - j. Compliance schedule. If additional pretreatment and/or O & M will be required to meet the pretreatment standards, the shortest schedule by which the user will provide such additional pretreatment and/or O & M must be provided. The completion date in the schedule shall not be later than the compliance date established for the applicable pretreatment standard. A compliance schedule pursuant to this Section must meet the requirements set out in subsection G of this section.
  - k. Pollution Incident Prevention Plan (PIPP). Provision of a PIPP to identify any possible pollutants on the site, minimize any possible spills, and provide a plan for cleanup in the event of a discharge, spill, leak or accident. The plan should state proposed actions to contain and clean up the pollutant and a list of persons to contact in case of such an incident.
  - l. Concentrations. Pollutant concentration shall be reported in milligrams per liter and such report shall include the allowed EPA limits and/or the limits in this chapter whichever is more restrictive.
  - m. Sampling schedule. The baseline report which shall indicate the time, date and place of sampling, methods of analysis and certification that such sampling and analysis is representative of normal work cycles and expected pollutant discharges to the sewer system, in addition to all of the requirements of 40 CFR 403.12(b)(1)– (7).
  - n. Signature and certification. The application shall be signed by an authorized representative of the Industrial User as defined in 8-1-2. Such person shall agree to the following:

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person who manages the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."
- C. Application evaluation. The Director will evaluate the data furnished. If insufficient data has been furnished, the Director will notify the applicant and further action on the permit application will not be taken until the requested information is received. Upon receipt of all requested information and a determination by the Director of its sufficiency, the Director may issue a permit with any restrictions.
- D. Limitations on discharge. Limitations on the discharge of wastes into the system shall be in accordance and agreement with the applicable EPA administrative regulations as promulgated in the CFR, or as modified by the State or the Township by the imposition of more stringent discharge limitations. A federal categorical pretreatment standard for a particular industrial subcategory, if more stringent than criteria imposed under this chapter for sources in that subcategory or, if not covered by this chapter,

shall supersede the criteria imposed under this chapter upon the date compliance is required by the federal standard.

- E. Compliance/self-monitoring reports. The Director shall notify all affected sewer users of all applicable reporting requirements under 40 CFR Part 403. Each person issued a permit shall submit signed compliance monitoring reports to the Director quarterly of each calendar year, and such reports must be based upon sampling and analysis performed during the period covered by the report, and shall submit more frequent self-monitoring reports if requested by the Director. The user shall be required to initiate any self-monitoring activities to ensure compliance with the permit and make all reports available to the Director, upon request. The monitoring report shall be signed by a responsible corporate officer or his designee. In cases where the Pretreatment Standard requires compliance with a Best Management Practice (or pollution prevention alternative), the user shall submit documentation required by the Control Authority or the Pretreatment Standard necessary to determine the compliance status of the user. All reports and records pertaining thereto shall be retained by the permit holder for a minimum of three years or through any litigation periods related to the reports and records. The monitoring reports shall contain, in addition to any other information which the Director may request on a case-by-case basis in furtherance of the enforcement of this chapter, the following information:
1. Any changes not previously reported when filing the permit application and baseline monitoring report or since the last compliance monitoring report.
  2. Results of sampling and analysis for BOD, COD, TSS, (TDS, ammonia nitrogen, phosphorus, cadmium, chromium, copper, fluoride, lead, mercury, nickel, zinc, selenium, sulfates, chlorides, molybdenum, arsenic, cyanide, pH, PCB, PFOA, PFOS, TTO and any other parameters listed in the local limit resolution, individual permits, and any categorical parameter shall be submitted to the Director. The above-listed parameters shall include what is required in each individual permit and may be altered by the Director depending on the process and the probability of the above-listed parameters or other parameters being significant.
  3. Results based on 24-hour flow-proportional composite sampling reported in mg/l. Provide pounds values based on average daily flows from sample period, if required in individual permits.
  4. Provide daily average and daily maximum results at a sample frequency as identified in the user's individual permit. Provide daily average and daily maximum flow data for the same days sampling is taken.
  5. Provide assurance that sampling and analysis shall be performed in accordance with techniques prescribed in 40 CFR Part 136 and amendments thereto.
  6. Time, date and place of sampling, and the names of laboratories and persons sampling and analyzing the material.
  7. Certification that the sampling and analysis are representative of the normal work cycles and the average daily discharge.
  8. Provide a statement that all laboratories providing test results for the report have an active quality control and quality assurance program in operation to provide reliable and accurate test data.
  9. Certification that toxic material or material that could cause a slug loading or could have a detrimental effect on the sewer system is properly stored in a contained area to eliminate any possible discharge into the sewer system.
  10. An industry governed by categorical standards must report on all required parameters in mg/l and indicate the allowed categorical limits as set by the EPA and this chapter. All other non-domestic users shall report on all required limits and indicate the allowed limits as set by this chapter and the permit.

11. All reports must be signed by an authorized representative of the user and contain the following certification statement:

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person who manages the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

F. Periodic compliance reports.

1. All wastewater samples must be representative of the user's discharge. Wastewater monitoring and flow measurement facilities shall be properly operated, kept clean and maintained in good working order at all times. The failure of a user to keep its monitoring facility in good working order shall not be grounds for the user to claim that sample results are unrepresentative of its discharge.
2. If a user subject to the reporting requirement in this section monitors any pollutant more frequently than required by the Director, the results of the monitoring shall be included in the report.

G. Compliance schedule progress reports.

1. The schedule shall contain progress increments in the form of dates for the commencement and completion of major events leading to the construction and operation of additional pretreatment required for the user to meet the applicable pretreatment standards, and such events include, but are not limited to, hiring an engineer, completing preliminary and final plans, executing contracts for major components, commencing and completing construction, and beginning and conducting routine operation;
2. No increment referred to in G-1 of this section shall exceed nine months;
3. The user shall submit a progress report to the Director no later than 14 days following each date in the schedule and the final date of compliance including, as a minimum, whether or not it complied with the increment of progress, the reason for any delay, and, if appropriate, the steps being taken by the user to return to the established schedule; and
4. In no event shall more than nine months elapse between such progress reports to the Director.

H. Significant noncompliance. The Township will provide at least annual public notification, in the area's media outlet, of a list of significant industrial or non-domestic users which, during the previous 12 months, were in significant noncompliance of applicable pretreatment standards or other pretreatment requirements and violations of this chapter. A significant noncompliance is a violation which meets one or more of the following criteria:

1. Chronic violations of wastewater discharge limits in which 66 percent or more of all of the measurements taken during a six-month period exceed, by any magnitude, of the pretreatment standards or requirements for the same pollutant parameter;
2. Technical review criteria (TRC) violations, defined as those in which 33 percent or more of all of the measurements for each pollutant parameter taken during a six-month period equal or exceed the product of the pretreatment standards or requirements multiplied by the applicable TRC. The TRC equals 1.4 for BOD, TSS, fats, oil and grease, and 1.2 for all other pollutants, except pH;
3. Any other violation of a pretreatment standard or requirement that the Director determines has caused, alone or in combination with other discharges, interference or pass through, including endangering the health of Township personnel or the general public;

4. Any discharge of a pollutant that has caused imminent endangerment to human health, welfare or the environment or has resulted in the exercise of emergency authority under this chapter by Township personnel to halt or prevent such a discharge;
  5. Failure to meet, within 90 days after the schedule date, a compliance schedule milestone contained in a letter of communication or enforcement order for starting construction, completing construction or attaining final compliance;
  6. Failure to provide, within 30 days after the due date, required reports, such as baseline monitoring reports, compliance monitoring reports, other reports as requested and reports on compliance with compliance schedules;
  7. Failure to accurately report noncompliance;
  8. Any other violation or group of violations of the pretreatment standards or requirements which may include a violation of Best Management Practices, which the Director determines will adversely affect the operation or implementation of the pretreatment program.
- I. Notice of violation/repeat sampling and reporting. If sampling by a user indicates a violation, the user must notify the Director within 24 hours of becoming aware of the violation. The user shall also repeat the sampling and analysis and submit the results of the repeat analysis to the Director within 30 days after becoming aware of the violation. Three consecutive days of compliance shall be required to be considered back in permit compliance. Fines and penalties apply to each day out of compliance. This analysis shall be completed by a certified lab or SCT WWTP lab.
- J. Permit enforcement. The conditions of the permit shall be enforced by the Director in accordance with the provisions of this chapter. Any permit holder who exceeds the conditions and provisions of the permit or otherwise discharges or allows or permits the discharge of wastewater or pollutants in violation of the permit or any of the requirements of this chapter, will be subject to the enforcement provisions of this ordinance.
- K. Discharge or bypass notice and requirements. A user discharging wastes or any bypass of the industrial pretreatment system, including any slug loading, to any sewer system delivering wastewater to the treatment plant shall notify the Director and the wastewater treatment plant staff within 24 hours upon discharging wastes in violation of this chapter or the user's permit. The user shall also notify the wastewater treatment plant staff immediately if there are any changes at its facility affecting the potential for a slug discharge. The telephone number of the Director and the wastewater treatment plant shall be posted on the premises of the user. The notification shall be followed, within five days, by a detailed written report, describing the cause of the accident or bypass, duration, discharge limit violations and measures being taken to prevent future occurrence. Dates shall be set for completion of such measures and the completion shall be reported to the Director. Notification shall not relieve a user of its responsibility to comply with any conditions, limitations or special requirements which may contain, but not be limited to, the following:
1. Limits on rate and time of discharge or requirements for flow regulation and equalization.
  2. Installation of inspection and sampling facilities, including access to such facilities.
  3. Specifications for monitoring programs which may include sampling locations, frequency and method of sampling, number, types and standards for tests and reporting schedule.
  4. Requirements for submission of discharge or technical reports.
  5. Special service charges or fees.
  6. Pretreatment requirements.
  7. Obtaining and submitting samples, with chemical analyses, of all substances that may appear in the sewage discharge.

8. A continuously updated listing of the inventory of all activities, facilities and plant processes on the premises, or of any substance, chemical or solution which is present on the premises or produced by such activities or processes, including all such materials which are or could be discharged, with normal usage and amount on hand shown therein.
  9. The unit charge or schedule of user charges and fees for the wastewater to be discharged to a public sewer as established by the Township Board.
  10. Limits on the average and maximum wastewater constituents and characteristics.
  11. Requirements for maintaining and returning plant records relating to wastewater discharge as specified by the Director and affording the Director access thereto.
  12. Requirements for notification to the Director of introduction of any new wastewater constituents or any substantial change in the volume or character of the wastewater constituents being introduced into the wastewater treatment system.
  13. Compliance schedules.
  14. Requirements for containment of specific materials, processes or facilities for the prevention of accidental discharges.
  15. Other conditions as deemed appropriate by the Director to ensure compliance with this chapter.
- L. Permit changes. Any change in the operation, activity, process or material used which affect the accuracy of any information supplied on the permit application form, or in strengths and volumes of waters and wastewaters, shall be reported immediately to the Director for determination of whether a need exists to change conditions of the permit and related fees. The Director's decision shall be final. The permit shall be modified to include any necessary expense, loss or damage to the system, or for any fines imposed on the Township on account thereof.
- M. Permit variations. The Director may, but shall not be required to, waive the requirement for an industrial permit for any user that does not meet the following criteria. Note that users that qualify as a Significant Industrial User as defined in section 8-1-2 are excluded from a permit waiver and are required to have a non-domestic sewer user permit:
1. Total wastewater flow of 25,000 gallons or more per average working day;
  2. Discharge containing measurable toxic pollutants; or
  3. Discharge of pollutants equal to or less than any of the following amounts:

BOD	=	40 lbs./day
Suspended solids	=	40 lbs./day

- N. Bypass of pretreatment.
1. Bypass is prohibited and the Director may take enforcement action against the sewer user for the bypass, except when:
    - a. The bypass was unavoidable to prevent loss of life, personal injury or severe property damage;
    - b. There were no feasible alternatives to the bypass, such as the use of auxiliary treatment facilities, retention of untreated waters or maintenance during, normal periods of equipment downtime. This condition is not satisfied if adequate backup equipment should have been installed in the exercise of reasonable engineering judgment to prevent a bypass which occurred during normal periods of equipment downtime or preventative maintenance, and the user submitted notices as required under the following subsection of this section.

- c. If the user knows in advance of the need for a bypass, it shall submit prior notice to the Director, at least ten days before the date of the bypass, if possible. A user shall submit oral notice to the Director of an unanticipated bypass that exceeds applicable pretreatment standards within 24 hours from the time the user becomes aware of the bypass. A written submission shall also be provided within five days of the time the user becomes aware of the bypass. The written submission shall contain a description of the bypass and its cause; the duration of the bypass, the projected flow amount; confirmation that sampling was conducted during bypass, including exact dates and times; and, if the bypass has not been corrected, the anticipated time it is expected to continue; and steps taken or planned to reduce, eliminate and prevent reoccurrence of the bypass. The Director may waive the written report on a case-by-case basis if the oral report has been received within 24 hours.
2. A user may allow a bypass to occur which does not cause pretreatment standards or requirements to be violated, but only if the bypass is essential for the maintenance to ensure efficient operation.
3. The Director may approve an anticipated bypass, after considering its adverse effects, if the Director determines that it will meet the conditions listed in subsection N-1 of this section.
4. Upset.
  - a. An upset shall constitute an affirmative defense to an action brought for noncompliance with categorical pretreatment standards if the requirements of subsection 4-b of this section are met.
  - b. A user who wishes to establish the affirmative defense of an upset shall demonstrate, through properly signed, contemporaneous operating logs, or other relevant evidence, that:
    - i. An upset occurred and the user can identify the cause of the upset;
    - ii. The facility was at the time being operated in a prudent and workmanlike manner and in compliance with applicable operation and maintenance procedures; and
    - iii. The user has submitted the following information to the Director within 24 hours of becoming aware of the upset (if this information is provided orally, a written submission must be provided within five days):
      - A. A description of the indirect discharge and cause of noncompliance;
      - B. The period of noncompliance, including exact dates and times or, if not corrected, the anticipated time the noncompliance is expected to continue; and
      - C. Steps being taken and/or planned to reduce, eliminate and prevent the recurrence of the noncompliance.
  - c. In any enforcement proceeding, the user seeking to establish the occurrence of an upset shall have the burden of proof.
  - d. Users will have the opportunity for a judicial determination on any claim of upset only in an enforcement action brought for noncompliance with categorical pretreatment standards.
  - e. Users shall control production of all discharges to the extent necessary to maintain compliance with categorical pretreatment standards upon reduction, loss or failure of its treatment facility until the facility is restored or an alternative method of treatment is provided. This requirement applies in the situation where, among other things, the primary source of power of the treatment facility is reduced, lost or fails.

O. Surveillance, inspection and evaluation.

1. The Director shall make an on-site inspection of each Significant Industrial User a minimum of once a year, at any time during the calendar year. The inspection shall be to determine compliance with the sewer user's permit and all pertinent rules and regulations. The Director, during the annual inspection, shall notify each site of any applicable requirements of the Act and subtitles C and D of the RCRA.
2. The Director shall evaluate, at least once every two years, whether each Significant Industrial User needs a plan to control slug discharges as defined under section 8-1-2. The results of such slug discharge shall be provided upon request. If it is determined by the Director that a slug control plan is needed, the plan shall contain a description of discharge practices, including nonroutine batch discharges; a description of stored chemicals; procedures for immediately notifying the Director of slug discharges, including any discharge that would violate a prohibition under 40 CFR 403.5(b) with procedures for a follow-up written notification within five days; and procedures to prevent adverse impact from accidental spills, including inspection and maintenance of storage areas, handling and transfer of materials, loading and unloading operations, control of plant site runoff, worker training, building of containment structures or equipment, measures for containing toxic organic pollutants, and measures and equipment for emergency responses. Within one year of a user being designated a SIU, that user shall be evaluated to determine whether a slug control plan is required.
3. The Director shall sample the discharge from each Significant Industrial User at least once per year. The Director may make random inspections of each Significant Industrial User. Costs for annual sampling shall be the responsibility of the user.

P. Notification of hazardous waste discharges.

1. A non-domestic sewer user shall notify the Director, the EPA regional waste management chapter Director and the EGLE hazardous waste authorities, in writing, of any discharge into the sewer system of a substance, which, if otherwise disposed of, would be a hazardous waste under 40 CFR Part 261. Such notification must include the name of the hazardous waste as set forth in 40 CFR Part 261, the EPA hazardous waste number and the type of discharge (continuous, batch or other). If the non-domestic sewer user discharges more than 100 kilograms of such wastes per calendar month to the POTW, the notification shall also contain the following information to the extent such information is known and readily available to the non-domestic sewer user:
  - a. An identification of the hazardous constituents contained in the wastes;
  - b. An estimation of the mass and concentration of such constituents in the waste stream discharged during that calendar month; and
  - c. An estimation of the mass of constituents in the waste stream expected to be discharged during the following 12 months.

A non-domestic sewer user shall provide the notification no later than 24 hours of becoming aware of the discharge of the listed or characteristic hazardous waste. Any notification need be submitted only once for each hazardous waste discharged, but notifications of changed discharges must be submitted as required under 40 CFR 403.12(j).

2. A discharger is exempt from the requirements of subsection P-1 of this section during a calendar month in which the discharger discharges no more than 15 kilograms of hazardous wastes, unless the wastes are acute hazardous wastes as specified in 40 CFR 261.30(d) and 261.33(e). Discharge of more than 15 kilograms of nonacute hazardous wastes in a calendar month, or of any quantity of acute hazardous wastes as specified in 40 CFR 261.30(d) and 261.33(e) requires a one-time notification. Subsequent months during which the non-domestic sewer user discharges more than such quantities of any hazardous waste do not require additional notification.

3. In the case of any new regulations under section 3001 of the RCRA identifying additional characteristics of hazardous waste or listing any additional substance as a hazardous waste, the non-domestic sewer user must notify the POTW, the EPA and the State of the discharge of such substance within 90 days of the effective date of such regulations.
4. In the case of any notification made under this subsection, the non-domestic sewer user shall certify that a program is in place to reduce the volume and toxicity of hazardous wastes generated to the degree determined to be economically practical.

Q. National Categorical Pretreatment Standards.

1. Where a categorical pretreatment standard is expressed only in terms of either mass or the concentration of a pollutant in wastewater, the Director may impose equivalent concentration or mass limits in accordance with 40 CFR Part 403.6(c).
2. When wastewater subject to a categorical pretreatment standard is mixed with wastewater not regulated by the same standard, the Director shall impose an alternate limit using the combined waste formula in 40 CFR 403.6(e).
3. A user may obtain a variance from a categorical pretreatment standard if the user can prove, pursuant to the procedural and substantive provisions in 40 CFR 403.13, that factors relating to its discharge are fundamentally different from the factors considered by the EPA when developing the categorical pretreatment standard.
4. A user may obtain a net gross adjustment to a categorical standard in accordance with 40 CFR 403.15.

R. Minimum permit contents. Wastewater discharge permits must contain:

1. A statement that indicates the wastewater discharge permit duration, which in no event shall exceed five years;
2. A statement that the wastewater discharge permit is nontransferable without prior notification to the Director, and provisions for furnishing the new owner or operator with a copy of the existing wastewater discharge permit;
3. Effluent limits are based on applicable pretreatment standards;
4. Self-monitoring, sampling, reporting, notification and recordkeeping requirements. Such requirements shall include an identification of pollutants to be monitored, sampling location, sampling frequency and sample type based on federal, state and local law; and
5. A statement of applicable civil and criminal penalties for violation of pretreatment standards and requirements, and any applicable compliance schedule. Such schedule may not extend the time for compliance beyond that required by applicable federal, state or local law.

S. Wastewater discharge permits may contain, but need not be limited to, the following conditions:

1. Limits on the average and/or maximum rate of discharge, time of discharge and/or requirements for flow regulation and equalization;
2. Requirements for the installation of pretreatment technology, pollution control or construction of appropriate containment devices designed to reduce, eliminate or prevent the introduction of pollutants into the treatment works;
3. Requirements for the development and implementation of spill control plans or other special conditions, including management practices, necessary to adequately prevent accidental, unanticipated or nonroutine discharges;
4. Development and implementation of waste minimization plans to reduce the amount of pollutants discharged to the POTW;

5. The schedule of user charges and fees for the management of the wastewater discharge to the POTW;
6. Requirements for installation and maintenance of inspection and sampling facilities and equipment;
7. A statement that compliance with the wastewater discharge permit does not relieve the permittee of responsibility for compliance with all applicable federal and state pretreatment standards, including those which become effective during the term of the wastewater discharge permit; and
8. Other conditions as deemed appropriate by the Director to ensure compliance with this chapter, and state and federal laws, rules and regulations.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

#### **8-4-6: RESTRICTED INFORMATION:**

All information and data on a user obtained from reports, questionnaires, permit applications, permits and monitoring programs and inspections shall be available to the public without restriction unless exempt from public disclosure by the Michigan Freedom of Information Act (FOIA). Any such request must be asserted at the time of submission of the information or data. However, all such information shall be made available to governmental agencies for use in making studies or for the use of the Director or the State or any state agency in judicial review or enforcement proceedings involving the person furnishing the information. Wastewater characteristics, and constituents and other effluent data as defined at 40 CFR 2.302 shall not be recognized as confidential information, and all such information and records shall be available to the Director and the public without restriction.

#### **8-4-7: ENFORCEMENT AND DISCHARGE PERMITS:**

- A. Notification procedure. In the event of any one or more of these actions being taken, the Director shall promptly notify the user, in writing, of such action and the specific reasons for such action, which notice shall be personally served upon the individual identified by the user for such purpose.
- B. Search warrants. If the Director has been refused access to a building, structure or property, or any part thereof, and is able to demonstrate probable cause to believe that there may be a violation of this chapter, or that there is a need to inspect and/or sample as part of a routine inspection and sampling program of the Township designed to verify compliance with this chapter or any permit or order issued under this chapter, or to protect the overall public health, safety and welfare of the community, the Director may seek issuance of a search warrant from a judge or district court magistrate.
- C. Corrective measures. If it is determined that a discharge of wastes or other activity or inactivity has been occurring or threatens to occur in violation of this chapter or provisions of a discharge permit, the Director may require the user to submit for approval in a specified time period, with such modifications considered necessary, a detailed time schedule of corrective and/or preventive action. Failure to provide such time schedule of corrective and/or preventive measures within the time limits specified is considered a violation of this chapter. Enforcement and termination of service procedures are outlined in the Township's document entitled "Pollution Prevention and Industrial Pretreatment Manual" which is on file at the treatment plant.
- D. Notice of noncompliance (NON). The Township's first response to most violations is the notice of noncompliance (NON). In general, the notice of noncompliance is used for isolated violations that have not caused immediate harm to the environment or the sewer system. The notice of noncompliance is prepared and issued by the Director. The notice of noncompliance discusses the circumstances of the violation and the consequences of continued violation. The Director will issue the notice of noncompliance within 30 days

from when the Director identifies the noncompliance. Costs incurred shall be charged accordingly as referenced in 8-4-11.

- E. Notification of violation (NOV). When the Director finds that a user has violated, or continues to violate, any provision of this chapter, a wastewater discharge permit or order issued under this chapter, or any other pretreatment standard or requirement, the Director may serve upon that user a written Notice of Violation. Within **14 days** of the receipt of the notice, an explanation of the violation and a plan for the satisfactory correction and prevention thereof, to include specific required actions, shall be submitted by the user to the Director. Submission of the plan in no way relieves the user of liability for any violations occurring before or after receipt of the Notice of Violation. Nothing in this section shall limit the authority of the Director to take any action, including emergency action or any other enforcement action, without first issuing a Notice of Violation. Fines, penalties and costs incurred shall be charged accordingly.
- F. Consent orders. The Director, with Board approval and on behalf of the Township may enter into consent orders, assurances of voluntary compliance or other similar documents establishing an agreement with any user responsible for noncompliance. Such documents will include that specific action be taken by the user to correct the noncompliance within a time period specified by the document.
- G. Cease and desist. The Director may issue orders to cease and desist if it is determined that a discharge of wastes has been taking place, or threatens to take place, in violation of prohibitions or limitations of this chapter or the provisions of a discharge permit, and direct the persons not complying with such prohibitions, limits, requirements or provisions to comply immediately, or comply in accordance with a time schedule provided by the Director, and to take appropriate or remedial preventive action in the event of a threatened violation. Once a user receives a notice of cease and desist, the user may request a meeting as outlined in section 8-4-9.
- H. Termination. The Director may revoke any discharge permit or terminate, or cause to be terminated, wastewater service to any user if the Director has reasonable grounds to believe a violation of this chapter or of a permit issued pursuant to this chapter exists or if a discharge of wastes or wastewater threatens to cause a violation of this chapter or such a permit. If an excessive discharge occurs or threatens to occur, the Director may immediately:
  - 1. Reject the waste or wastewater to immediately abate such condition, or any hazard or nuisance resulting therefrom;
  - 2. Upon providing the user informal notice of such action, sever any sewer connection serving the user's premises to immediately and effectively halt or prevent such discharge; or
  - 3. Require immediate pretreatment of the waste to an acceptable condition for discharge to the sewer system. Upon receipt of a notice of termination, the user may request a meeting as outlined in Section 8-4-9.
- I. Civil litigation. If the Director has determined that a user has failed to comply with the Township regulations, the user's wastewater discharge permit, any other applicable local, state or federal law, or a notice of violation or order issued by the Director, the Township may commence judicial proceedings for appropriate relief. Generally, the Township may utilize civil litigation in response to gross or persistent violations or the discharge of prohibited substances. The Township shall be entitled to recover its expenses of enforcement, including its reasonable attorney fees.
- J. Criminal prosecution. Making a false statement or certification in any application, record, report, plan or other document, or making a monitoring device or method inaccurate may result in punishment under the criminal laws of the State in addition to civil relief. If the Township attorney, after consultation with the Director and the Township Board, determines that criminal prosecution is appropriate in a particular case, the Township attorney will refer the case to the proper authorities for prosecution. Depending upon the case, the proper authority may be a county prosecuting attorney, the attorney general's office for the State or the Environmental Protection Agency and United States Department of Justice.

- K. Remedies Nonexclusive. The remedies provided for in this article are not exclusive. The Township may take any, all, or any combination of these actions against a noncompliant user. Enforcement of pretreatment violations will generally be in accordance with the Township's enforcement response plan. However, the Director may recommend other action against any user when the circumstances warrant. Further, the Township is empowered to take more than one enforcement action against any noncompliant user.

#### **8-4-9: Appeal procedure:**

There shall be no administrative appeal from orders or notices for noncompliance, violations or consent orders. Upon receiving a notice for cease-and-desist order, the user may request a meeting to discuss the requirements of the Order and demonstrate how the user intends to comply with the Order to correct the violation. This meeting shall not be a bar against, or prerequisite for, taking any other action against the user nor does it stay any enforcement action.

#### **8-4-10: Agreements:**

No provision of this chapter shall be construed as preventing any special agreement or arrangement between the Township and any person whereby sewage or waste of unusual strength or character may be accepted by the Township for treatment, subject to the payment by such person of such additional charges as may be reasonable, except that the applicable state or federal standards regarding prohibited discharges shall not be waived and a waiver of the National Categorical Pretreatment Standards shall be obtained only through the procedures established in 40 CFR Part 403.

#### **8-4-11: Violations; penalties:**

- A. Public nuisance. Any discharge of waste into the sewer system or other activity or inactivity that is in violation of this chapter, or a violation of any condition of a discharge permit issued pursuant to this chapter, or of any State, Federal or Township laws or regulations, including categorical pretreatment standards, or which is, or threatens to be, an excessive discharge, or which does, or threatens to, contaminate any surface or subsurface waters, is hereby declared to be a public nuisance per se. No user or industry, or any person responsible for, or acting on behalf of, such a user or industry, shall cause, create, allow or maintain such a nuisance.
- B. Injunction infraction.
1. Injunctive relief. Whenever a discharge of wastes or other material or pollutants, or other activity or inactivity, is in violation of the provisions of this chapter, of a permit issued pursuant to this chapter, or of any State, Federal or Township law or regulation, or otherwise causes, or threatens to cause, a condition of contamination, pollution or nuisance, the Director, acting on behalf of the Township, may cause a petition to be filed in the appropriate court of law for the issuance of a preliminary or permanent injunction, or both, as may be appropriate in restraining the continuance of such discharge, and such court may order any such condition, nuisance or violation to be abated immediately and may order whatever further relief is necessary to prevent reoccurrence of any such condition, nuisance or violation.
  2. Enforcement activity costs to be recoverable from violator. The Township may recover costs incurred as a consequence of sampling and monitoring expenses, increased operational and maintenance expenditures for the sanitary sewer system or treatment plant, or increased sludge handling expenditures, and reasonable attorneys' fees, court costs and other expenses associated with enforcement activities. Such costs shall be recoverable from the person found to have violated this chapter or the orders, rules, regulations or permits issued under this chapter.
- C. Civil Penalties. The following regulations shall govern civil infractions:
1. A user who has violated, or continues to violate, any provision of this chapter or a wastewater discharge permit or order issued under this chapter or any other pretreatment standard or requirement may be responsible for the violation punishable as a civil infraction.

2. The Director or his designee is hereby authorized to issue DPW civil infraction citations under this chapter directing alleged violators to appear in court or to issue DPW civil infraction notices directing alleged violators to appear at the "Municipal Ordinance Violations Bureau" as provided under the ordinances of Thomas Township.
  3. Notwithstanding any provision to the contrary, the amount of a DPW civil infraction found due in response to the issuance of a DPW civil infraction notice for a violation of this chapter shall be according to the requirements of 40 CFR 403.8(f)(1)(vi)(A) which states civil and criminal penalties shall be at least \$1,000 per day per violation by Industrial Users of Pretreatment Standards and Requirements or as authorized by law.
  4. In the case of a monthly or other long-term violations of pretreatment standards or requirements, penalties shall accrue for each day during the period of the violation.
  5. In addition to the penalties provided in this chapter, the Township may recover costs incurred as a consequence of sampling and monitoring expenses, increased operational and maintenance expenditures for the sanitary sewer system or treatment plant, or increased sludge handling expenditures and reasonable attorneys' fees, court costs and other expenses associated with enforcement activities. Such costs shall be recoverable from the person found to have violated this chapter or the orders, rules, regulations or permits issued under this chapter.
  6. A civil infraction shall not be a bar against, or a prerequisite for, taking any other action against a user.
- D. Misdemeanor. A user who violates any provision of this chapter, a wastewater discharge permit or order issued under this chapter, or any other pretreatment standard or requirement shall, upon conviction, be guilty of a misdemeanor, punishable by a fine of a minimum \$1,000 (or as authorized by law) per violation per day, or imprisonment for not more than 90 days, or both.
- E. Criminal Prosecution.
1. A user who willfully or negligently violates any provision of this ordinance, an individual wastewater discharge permit, order issued hereunder, or any other Pretreatment Standard or Requirement shall, upon conviction, be guilty of a misdemeanor, punishable by a fine of not more than \$1,000 (or as authorized by law) per violation, per day, or imprisonment for not more than 90 days, or both.
  2. A user who willfully or negligently introduces any substance into the POTW which causes personal injury or property damage shall, upon conviction, be guilty of a misdemeanor and be subject to a penalty of at least \$1,000 (or as authorized by law) or be subject to imprisonment for not more than 90 days or both. This penalty shall be in addition to any other cause of action for personal injury or property damage available under State law.
  3. A user who knowingly makes any false statements, representations, or certifications in any application, record, report, plan, or other documentation filed, or required to be maintained, pursuant to this ordinance, individual wastewater discharge permit, or order issued hereunder, or who falsifies, tampers with, or knowingly renders inaccurate any monitoring device or method required under this ordinance shall, upon conviction, be punished by a fine of not more than \$1,000 (or as authorized by law) per violation, per day, or imprisonment for not more than 90 days, or both.

#### **8-4-12: SUPPLEMENTAL ENFORCEMENT ACTION:**

- A. Performance bond. The Township may decline to issue or reissue a wastewater discharge permit to any user who has failed to comply with any provision of this chapter, a previous wastewater discharge permit or order issued under this chapter, or any other pretreatment standard or requirement, unless such user first files a satisfactory bond, payable to the Township, in a sum determined by the Township to be necessary to achieve consistent compliance.
- B. Liability, insurance. The Township may decline to issue or reissue a wastewater discharge permit to any user who has failed to comply with any provision of this chapter, a previous wastewater discharge permit or order

issued under this chapter, or any other pretreatment standard or requirement, unless the user first submits proof that such user has obtained financial assurances sufficient to restore or repair damage to the POTW caused by such user's discharge.

- C. Water supply severance. Whenever a user has violated or continues to violate any provision of this chapter, a wastewater discharge permit or order issued under this chapter, or any other pretreatment standard or requirement, water service to the user may be severed. Service will only recommence at the user's expense, after such user has satisfactorily demonstrated such user's ability to comply.
- D. Contractor listing. Users which have not achieved compliance with applicable pretreatment standards and requirements are not eligible to receive a contractual award for the sale of goods or services to the Township. Existing contracts for the sale of goods or services to the Township held by a user found to be in significant noncompliance with pretreatment standards or requirements may be terminated at the discretion of the Township.
- E. Public Nuisances. A violation of any provision of this ordinance, an individual wastewater discharge permit, or order issued hereunder, or any other Pretreatment Standard or Requirement is hereby declared a public nuisance and shall be corrected or abated as directed by the Director. Any person(s) creating a public nuisance shall be subject to the provisions of the Township ordinance governing such nuisances, including reimbursing the Township for any costs incurred in removing, abating, or remedying said nuisance.
- F. Payment of Outstanding Fees and Penalties. The Director may decline to issue or reissue an individual wastewater discharge permit to any user who has failed to pay any outstanding fees, fines or penalties incurred as a result of any provision of this ordinance, a previous individual wastewater discharge permit, or order issued hereunder.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

#### **8-4-13: RECORDS RETENTION:**

All dischargers subject to this title shall retain and preserve for no less than three (3) years, any records, books, documents, memoranda, reports, correspondence and any and all summaries thereof, relating to monitoring, sampling and chemical analyses made by or in behalf of a discharger in connection with its discharge. All records which pertain to matters which are the subject of administrative adjustment, or any other enforcement or litigation activities brought by the Township pursuant hereto shall be retained and preserved by the discharger until all enforcement activities have concluded and all periods of limitation with respect to any and all appeals have expired.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

#### **8-4-14: MISCELLANEOUS:**

- A. Removal Credits: Where applicable, the Township may elect to initiate a program of removal credits as part of this title to reflect the POTW's ability to remove pollutants in accordance with 40 CFR Part 403.7.
- B. Net/Gross Calculations: The Township may elect to adjust categorical pretreatment standards to reflect the presence of pollutants in the discharger's intake water, in accordance with 40 CFR Part 403.15.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

## **CHAPTER 5 WATER AND SEWER RATES, FEES AND CHARGES**

### **8-5-1: CAPACITY CHARGES:**

- A. Water Capacity Charges: The owners of each premises shall pay, at the time of application to the Township for service connection or a revision in service size, a one-time capacity charge based on meter size in an amount set and charged by Board resolution.
1. Customers requesting larger water meters shall be charged the rate difference between their existing meter and new meter to cover the proportional share of the increased water capacity.
  2. No refunds will be allowed for a smaller meter or discontinued service.
  3. Customers with regular meter(s) and sprinkler meter(s) shall be charged capacity charges for only the regular meter(s).
- B. Sewer Capacity Charges: The owners of each premises within the Township on which there is located, now or hereafter, a residence, a business, commercial or industrial building, or any building or structure for which direct connection to the sewer system is available, shall pay, at the time of application to the Township for such connection, or at the time of the expansion or change of existing use, a capacity charge as established by Board resolution. This capacity charge shall be determined by multiplying the Sewer Capacity Charge for one (1) one inch (1") connection (basic residential unit) shown in schedule F of the Township Fee Schedule by the Residential Equivalent Unit (REU) factor as applicable to the particular uses as established in Appendix A of section 8-5-10. Where two (2) or more categories of business are served by one connection, the total charge shall be the sum of all such categories. The DPW Director shall determine the appropriate categories for all connections. The minimum residential equivalent factor shall be 1.0 REU per connection. Special situations or categories not specifically covered in this schedule shall be determined by the DPW Director subject to the approval of the Township Board of Trustees. Said amount must be paid, at the time of application for connection to the system.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

### **8-5-2: CONNECTION FEES:**

- A. Water Connection Fee:
1. Connection Fees Established: The owners of each premises shall pay, at the time of application to the Township for service connection or a revision in service size, a connection fee based on the size of the water service connection.
    - a. Up to One inch (1") connection fee shall be a fixed fee as set by Board resolution.
    - b. Services greater than one inch (1") in diameter shall be charged a connection charge equal to the actual costs for labor and materials as determined by the DPW Director to install the connection.
  2. Adverse Conditions: If the DPW Director shall determine that adverse conditions exist at the location of the connection, such as frozen ground, unstable soil or high water, the connection charge shall be increased to compensate the Township for such additional cost. Such amount shall be estimated by the DPW Director, be approved by the Manager, and shall be paid prior to the issuance of a permit for the water service.

- B. Sanitary Sewer Connection Fee: Owners of premises within the Township upon which there is constructed, now or hereafter, a building or structure used or to be used or occupied by any firm, person, or corporation, and where sanitary sewer lines abut said premises but where no connections have been installed to the property line, shall pay a connection fee at the time of application to the Township to connect said premises to the system. The connection fee shall also include the costs to extend the current "Y" or "tee" sewer connection to the right-of-way line of the premises. Connection fees shall be set and charged by resolution.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

### 8-5-3: RATES:

Except as herein otherwise provided, water to be furnished by the water system to each premises served by said water system shall be measured by a meter installed and controlled by the Township. Charges for water and sanitary sewer service to each premises within the Township shall be made quarterly (three (3) months) as prescribed in this title. Alternately, industrial users of greater than one hundred thousand (100,000) gallons of water per day shall be billed monthly. Charges for each premises shall be billed on the first bill to the premises for water services following connection to the system. Rates are set and charged by Board resolution.

- A. Ready To Serve Charge: Ready to serve charges for all customers of the water and sewer system shall be set and charged by resolution.

1. The ready to serve charge for all single unit users shall be based on meter size except as cited in subsection A2 hereof.
2. Ready to serve charges for customers with a master meter that serves multiple units shall have their ready to serve charges calculated in the following manner:

Multiply the number of residential units served by the master meter by the REU factor from the chart in this Section. Multiply this number by the ready to serve charge established by the Board for five-eighths inch (5/8") meters. Add this figure to the fee established by the Board for the master meter size servicing the multiple units.

*Example (using 2023 values): A 6-unit apartment building with a 2" master meter.*

*6 units x .75 per unit = 4.5 REU Factor*

*4.5 REU Factor x \$36.63 (ready to serve charge for 5/8" meter) = \$164.84 subtotal \$164.84  
subtotal + \$227.12 (2" master meter charge) = \$391.96 Ready to serve charge*

Occupation Use	REU Factor
Duplex	0.75 per unit
Apartment	0.75 per unit
Mobile home (within mobile home park)	0.75 per pad
Mobile home (not within mobile home park)	1.0 per pad
Multiple commercial use	1.0 per unit minimum as determined by the DPW Director or Manager

3. Fire lines shall pay the same quarterly ready to serve charge as metered services where line size is equal to meter size.
4. Community buildings, office and laundry buildings in multi-family residential developments must be metered separately.
5. Upon appropriate notification to the Township, ready to serve charges may be prorated when there is a change of occupancy.

6. At the discretion of the Township Manager, for customers contracted to use greater than one hundred thousand (100,000) gallons per day of water and/or sanitary sewer, alternate methods of determining Ready to Serve Charges may be negotiated with the customer and approved by Board of Trustees resolution.
- B. Water Consumption Charge: A water consumption charge based on the actual (or estimated if metered flow is not available) amount of water metered shall be charged on a quarterly basis in addition to the ready to serve charge or at the time of use for water supplied from a hydrant or other source. The consumption charge is per one thousand (1,000) gallons of water used and is set and charged by Board resolution.
- C. Sanitary Sewer Service Charge: A sewer service charge based on actual metered water use or estimated if meter flow reading is not available shall be charged to each customer on a quarterly basis. The service charge is established by Board resolution.
  1. Residential users with no water meters shall have a sewer service charge based on eighteen thousand (18,000) gallons of potable water consumption per quarter. Charges in the event of meter failure shall be in accordance with subsection 8-2-2G of this title.
  2. Where a significant portion of the customer's water does not and cannot enter the collection system directly or indirectly, and where the quantity of water entering the premises is estimated at more than five thousand (5,000) gallons per month, the person having charge of the property may request permission from the Township to install, at his/her own expense, an approved sewage measuring device or devices to determine the volume of sewage that actually enters the collection system. The rates and charges will apply only to that portion of waste or actual sewage entering the collection system.
  3. Each industrial or nonindustrial user who discharges wastes into the collection system shall be subject to a surcharge in addition to regular sewer charges, based on BOD and suspended solids, if the waste load contributed to the collection system has a loading greater than normal domestic strength wastes or is in excess of the normal load contributed by the user. The magnitude of such extra-strength wastes shall be determined in accordance with sampling and testing procedures established in subsection 8-4-5F of this title "Inspection and Sampling". The surcharge for discharges above normal domestic strengths shall be as established by Board resolution. Any user discharging at or below normal domestic strength will be charged at the regular charge.
  4. The Township, at its expense, may install sewage measuring devices or devices to determine the volume of sewage that is actually discharging from any premises which is a non-Township water user.
- D. Public Hearing Required: At least thirty (30) days prior to changing water consumption rates, sanitary sewer service rates, water ready to serve charges, or sanitary sewer ready to serve charges, the Board shall publish the proposed rates in a newspaper of local circulation and shall designate a time and place for a public hearing to hear any objections to the proposed rates. Following the public comment, the Board shall revise, correct or amend the proposed rates which shall then be adopted at a regular meeting.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

#### **8-5-4: EXTENSIONS OF WATER AND SANITARY SEWER SYSTEM:**

- A. Extensions Inside the Township: All extensions within the Township shall be constructed by the Township. Any person or persons desiring an extension in the Township shall file a request with the Township.
  1. Extensions along existing roads as requested by owner(s) shall be financed by special assessment in accordance with State law.

2. Special developments (e.g., new plats) requiring an extension of the existing utility distribution system, exclusive of abutting property owners, shall be paid for by the developer(s).
  3. A Board resolution shall be required before the Township can assume ownership of extensions of a developer(s) water distribution and/or sanitary sewage system.
  4. Properties connecting to extensions initiated by the Township Board shall pay construction fees for said mains as set and charged by Board resolution.
- B. Extensions Outside of The Township: Any person or persons applying for a utility service outside the Township limits shall:
1. File application with the Board providing data as requested by the DPW Director and Board.
  2. Enter into a contract with the Township.
  3. Pay for the entire cost of the extension of such service and all fees normally charged to residents.
    - a. Charges for utility services to premises located outside the Township shall be fixed by resolution of the Board adopted and amended from time to time, but shall not be less than charges to premises within the Township and served by the Township utility systems.
    - b. Any books, records, or computations of any applicant, whether they be individuals, firm, partnership, association, or corporation, insofar as they pertain to water furnished by the Township, shall be open to inspection by the Township, or such officer or employee of the Township as the Township Manager may designate.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

#### **8-5-5: MISCELLANEOUS FEES:**

- A. Meter Relocation Fee: The Township Board will establish, by resolution, the fee which represents the actual costs associated with the relocation of a water meter and the owner will be charged the current meter relocation fee.
- B. Meter Replacement Fee: The Township Board will establish, by resolution, the fee which represents the actual cost of a water meter replacement and the owner will be charged the current meter replacement fee, unless the meter is replaced because the meter is defective in some aspect of its operation and/or the meter is scheduled for replacement as part of a routine replacement program.
- C. Meter Testing Fee: The Township Board will establish, by resolution, the fee which represents the actual cost of testing a water meter. When testing is required as determined by the Township or requested by the owner, the owner will be charged the current meter testing fee.
- D. Cross-Connection Testing Fees: The testing for Township owned back flow prevention devices shall be accomplished by the authorized personnel of the DPW; a fee for such tests shall be charged to the owner and/or occupant based upon the average time and material costs as determined from time to time by Board resolution.
- E. Turn On and Turn Off Fees: Each and every time the department turns on or turns off water service to a premises, irrespective of the reason, a fee will be charged to cover the labor, equipment and/or materials involved. Such fees will be established from time to time by Township Board resolution.
- F. Special Metering Services:
  1. Special metering services shall be regarded as a customer courtesy and done only as time and manpower permit.
    - a. All such services shall be by appointment only subject to Township cancellation when required services take priority.

- b. All such service shall be performed by Township personnel only.
    - c. All water provided in this manner shall be metered with backflow prevention.
  - 2. Fees for special metering services shall be established by Board resolution.
- (Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

#### **8-5-6: PAYMENT OF FEES:**

- A. New Building Construction: Payment shall be made for all sewer and water fees for new buildings constructed in areas where public sewers and municipal water, as defined in this title, are available or construction of same has been approved by the Board. Payment over a period of time is strictly prohibited.
- B. Additions To Existing Structures: The above regulation is also applicable to building permits for additions to existing structures other than single-family residences and/or for changes in use. Payment for sewer and water fees shall be made for that portion of the structure to be added. Sewer and/or water permits for the entire structure must be obtained and fees paid prior to issuance of building permits for such additions or occupancy permits for changes in use.
- C. Connection Without Permit: In the event that a connection is made to the Township water or sewer system without a permit having been obtained from the Township for such connection, a charge of double the current fees will be charged to the owners of the property so connected. Services to the property will be discontinued until all such fees are paid.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

#### **8-5-7: RENTAL/LEASED PROPERTIES:**

The owner of property which is rented/leased to someone else, is responsible for payment for water services unless the rental agreement/lease specifically defers responsibility for such services to the tenant. The property owner/lessor, is required to file a copy of such rental agreement/lease and an affidavit as required by MCL 123.165 before the responsibility for water/sewer services can be deferred to the tenant. The property owner/lessor shall notify the Township Utility Billing Department in writing twenty (20) days prior to change or termination of lease.

Tenants who rent/lease a premises where the rental agreement/lease provides that the responsibility for payment of water services is deferred to the tenant, are required to pay a deposit equal to two (2) times the basic quarterly billing for the premises, prior to having the water service turned on.

No such deposit shall bear interest and such deposit, or any remaining balance thereof, shall be returned to the customer making the same when he/she shall discontinue receiving water and sewage disposal service. No such deposit may be used for payments while tenant is occupying premises.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

#### **8-5-8: BILLING AND COLLECTION:**

- A. Free Service Prohibited: No free service shall be furnished by the sewer system to the Township or to any person, firm or corporation, public or private, or to any public agency or instrumentality.
- B. Bills For Service; Delinquencies: Bills and notices relative to the conduct of the business of the Township will be mailed to the customer stated at the address listed on the application, unless a change of address has been filed in writing at the business office of the Township. The Township shall not otherwise be responsible for delivery of any bill or notice, nor will the customer be excused from nonpayment of a bill or from any performance required in said notice.

1. **Payment Of Bills:** Bills for water and sewer service are due and payable at the business office of the Township or to any designated agent of said Township on the date of their issue. The past due date shall be the twenty-fifth day of the month after the period of service.
  2. **Late Charge:** The late charge for water and sewer services fees not paid by the twenty-fifth day of the month after the period of service is five percent (5%) of the water and sewer fees.
  3. **Delinquencies; Discontinuance of Service:** All bills not paid on or before the due date shall be termed delinquent, and the Township of Thomas shall serve on the customer a written notice of said delinquency. If a delinquent bill is not paid within thirty (30) days after the due date thereof, water and sewer service to the user will be discontinued.
  4. **Reconnection Of Service:** Reconnection will not be made until all delinquent bills and other charges, if any, owed by the customer to the Township have been paid plus a turn off and turn on charge as established by Board resolution.
  5. **Failure Of Township Owned Equipment:** If a quarterly utility bill is more than twice the average quarterly billing for the previous three (3) quarters due to the failure of Township- owned equipment, either the meter or the remote recording device, at the discretion of the finance coordinator the property owner may be allowed to divide that billing into equal payments for up to three (3) additional months with the total amount billed due no later than ninety (90) days after the original due date. Penalties for late payment shall not be charged for payments made according to the agreed upon plan. Penalties shall be charged if scheduled payments are not paid by their due dates.
- C. **Lien for unpaid Charges:** Charges for sewage disposal services or water services furnished by the water or sewer systems to any premises shall be a lien thereon as of the due date thereof, and, on September 1 of each year, the Township treasurer shall certify any such charges which have been delinquent ninety (90) days or more, plus penalties and interest due thereon, to the assessor, who shall cause the same to be entered upon the next Township tax roll against the premises to which services have been rendered and said unpaid charges, with penalty and interest accrued thereon, shall be collected and said lien shall be enforced in the same manner as provided in respect to taxes assessed upon such roll.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

### **8-5-9: BILLING APPEAL PROCESS:**

The amount or validity of a utility bill may be appealed in writing within fifteen (15) business days of the billing date by presentation of the appeal to the Finance Department. The Finance Department shall render a decision in writing within three (3) business days of the receipt of the appeal. The decision of the Finance Department may be appealed to the Township Manager within five (5) business days of the receipt of the decision. The Manager shall enter a decision in writing within ten (10) business days of the receipt of the appeal. The decision of the Manager can be appealed in writing to the township Board within five (5) days of the receipt of the decision. The Township Board shall render a decision at the next regularly scheduled Board meeting after the receipt of the appeal. The appellant shall be notified at least eighteen (18) hours in advance of the date and time of the Board's hearing on the appeal.

All appeals shall be hand delivered, faxed, or e-mailed to the Thomas Township offices. All responses to appeals shall be hand delivered to the service address. A copy of the response shall also be faxed or emailed to the appellant. The appeals process shall not suspend payment deadlines or penalties.

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

**8-5-10: APPENDIX A, SCHEDULE FOR DETERMINING SEWER CAPACITY CHARGE FOR NUMBER OF UNITS (ref 8-5-1 B):**

Usage	Unit Factor
Assisted Living/Senior Care Centers/Rehab Centers	0.31 per room
Athletic Clubs	0.55 per 1,000 sq ft.
Auto Dealers and Body shops, Garages	0.20 per 1,000 sq ft floor space
Barbershops	1 REU plus 0.1 per chair #2 and up
Banks	0.12 per employee
Bars (with or without food, but primarily for liquor	0.4 per seat
Beauty shops/Spa/Nail Salon	0.38 per booth, 0.3 per mani/pedi station, 0.3 per spa room
Bed & Breakfast Establishments	1 REU plus 0.2 per bedroom
Boarding Houses	1 REU plus 0.2 per bedroom
Boarding Schools	0.27 per bed
Bowling alleys (no bar, lunch facilities	0.16 per alley
Brewery or Distillery	1.0 per barrel
Car Washes	2.0 per single pro line
Child Care Centers	1 REU or 0.45 per 1,000 sq ft, whichever is greater.
Churches	0.13 per seat
Cleaners (pick-up only)	0.12 per employee
Commercial establishments (other than specifically listed)	0.12 per employee
Condominiums	1 per unit
Convalescent homes	1 REU plus .5 per bedroom
Convents	1 REU plus 0.25 per bedroom
Country Clubs	0.55 per 1,000 sq ft.
Dental Offices	1.3 per Dentist
Doctors Offices	0.6 per 1,000 sq ft.
Drug Store/Pharmacies	0.1 per 1,000 sq ft.
Dry Cleaners (with pressing)	1.4 per press
Factories (exclusive of industrial waste)	0.5 per 1,000 sq. ft. floor space
Fraternal Organizations (members only)	1.0 per hall
Fraternal Organizations (members and hall rental)	0.3 per 1,000 sq ft
Funeral Homes	1.5 per 1,000 sq ft
Government Buildings	0.15 per 1,000 sq ft
Hospitals	1.09 per bed
Hotels	0.38 per room
Laundries (self service)	0.54 per washer
Motels (individual bath units	0.25 per unit
Office buildings	0.15 per 1,000 sq ft
Orphanages or children's homes	0.20 per resident
Pet Shops/Pet Groomers	1.10 per 1,000 sq ft
Physical/Occupational Therapy Center	1.5 per premise
Printer	0.06 per 1,000 sq ft.
Public institutions other than hospitals	0.75 per 1,000 sq ft
Restaurant (onsite dining services)	2.4 per 1,000 sq ft
Restaurant (w/ liquor License)	4.0 per 1,000 sq ft

Restaurant (fast food or take out)	1.0 per 1,000 sq ft
Rooming houses (no meals)	0.25 per room
Schools (showers, pool and cafeteria)	0.8 per classroom
Schools (without showers or pool)	0.37 per classroom
Service stations	0.5 per pump
Stores, supermarkets and shopping centers	.5 per 1,000 sq ft floor space
Tanning Salon	1.1 per premises
Tattoo Parlor	1.1 per premises
Theaters	0.01 per seat
Mobile Homes (central bath)	0.35 per unit
Mobile Homes (individual bath)	0.50 per unit
Urgent Care Facilities	0.25 per doctor
Veterinary Facilities	1 per Veterinarian
Veterinary Facilities with kennels	1.5 per facility plus 0.1 per kennel
Warehouses	0.10 per 1,000 sq ft floor space

The minimum REU assignment shall be 1.0 REU.

Note(s)—REU's based on Oakland County Water Resources engineering study (2018).

(Ord. No. 24-G-04, § 1, 6-3-2024, eff. 7-13-2024)

### **Repeal and Savings Provision**

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

### **Severability**

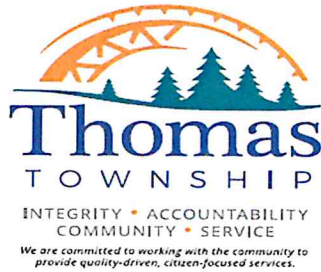
Section 3. That if any provision hereof finally is declared illegal or invalid for any reason by a Court of competent jurisdiction, the remaining provisions of this Ordinance shall remain in full force and effect.

### **Publication and Effective Date.**

Section 4. That this ordinance shall become effective thirty (30) days after publication of a true copy of the ordinance or a summary thereof.

\_\_\_\_\_  
David A. Sommers, Supervisor

\_\_\_\_\_  
Michael Thayer, Clerk



## **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** December 1, 2025
- **SUBMITTED BY:** Deidre Frollo, Township Manager
- **AGENDA TOPIC:** Approve Resolution 25-21 approving the appointment of myself as constituent member and of Connie Watt as the alternate member to the Mid-Michigan Waste Authority (MMWA).
- **EXPLANATION OF TOPIC:** As a member of the MMWA, Thomas Township designates specific individuals to represent the Township at the MMWA Board meetings. Periodically this information is updated and appointments for the constituent member and alternate member have to be made. At this time, I am recommending that I remain as the constituent member and Connie Watt, Administrative Assistant as the alternate member. This term will be in effect until December 31, 2026.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Resolution 25-21.
- **POSSIBLE COURSES OF ACTION:** Approve, Amend, Deny or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_ supported by \_\_\_\_\_, to approve Resolution 25-21 approving the appointment of Deidre Frollo as constituent member and of Connie Watt as the alternate member to the Mid-Michigan Waste Authority (MMWA).
- **ROLL CALL VOTE REQUIRED:** Yes.

RESOLUTION 25-21  
TOWNSHIP OF THOMAS  
SAGINAW COUNTY, MICHIGAN  
RESOLUTION TO APPOINT TRUSTEE AND ALTERNATE TRUSTEE TO THE MID  
MICHIGAN WASTE AUTHORITY BOARD

At a regular meeting of the Board of Trustees of the Township of Thomas, held on the 1st day of December, 2025 at 7 o'clock p.m. Michigan Time

PRESENT:

ABSENT:

\_\_\_\_\_ offered the following resolution and moved for its adoption. The motion was seconded by \_\_\_\_\_.

WHEREAS, the Township has previously joined the Mid Michigan Waste Authority, hereafter "Authority", and is a constituent municipality pursuant to the Articles of Incorporation adopted by the Authority; and,

WHEREAS, each constituent municipality is required to periodically designate a constituent member and alternate constituent member to serve on the Authority Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Township of Thomas:

1. The following are hereby appointed as constituent member and alternate constituent member, respectively, of this Township:

Constituent Member: Deidre Frollo  
Alternate Member: Connie Watt

2. The above appointed constituent member and alternate constituent member will serve a term, to December 31, 2026, or until otherwise replaced by the Township Board of Trustees.

YEAS:

NAYS:

ABSTENTIONS:

ABSENT:

The Supervisor declared the resolution duly adopted.

---

David A. Sommers, Supervisor

**CERTIFICATION**

STATE OF MICHIGAN    )

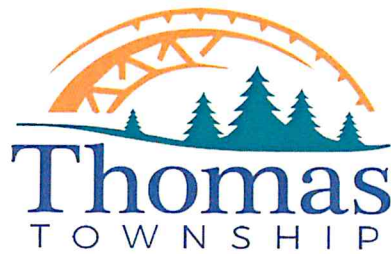
COUNTY OF SAGINAW )SS

I, the undersigned, the duly qualified and acting Clerk of the Township of Thomas, Saginaw County, Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted at the December 1, 2025 meeting of the Board of Trustees of the Township of Thomas, Saginaw County, Michigan, held the 2nd day of December, 2024, the original of which proceedings is on file in my office and available to the Public. Public Notice of said meeting was given to and in compliance with Act 267, Public Acts of Michigan, 1976.

IN WITNESS WHEREFORE, I have hereunto fixed my official signature on the 1st day of December, 2025.

---

Michael Thayer, Clerk



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provide quality-driven, citizen-focused services.*

Department of Public Works  
251 Miller Court, Saginaw, Michigan 48609-4896  
989.781.6438  
[www.thomas twp.org](http://www.thomas twp.org)

### **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** December 1, 2025
- **SUBMITTED BY:** Trevor Schultz, Director - Department of Public Works
- **AGENDA TOPIC:** Approve Resolution 25-22 to establish local limits for non-domestic sewer users in conjunction with the Thomas Township Code of Ordinances Title 8 – Water and Sewer, Chapter 3 – Sewer System.
- **EXPLANATION OF TOPIC:** Thomas Township, in conjunction with Saginaw Charter Township, is responsible for implementing and administering the Federal Industrial Pretreatment Program approved by the State of Michigan. As part of this program, the Township is occasionally required to review and adopt local limits for parameters identified in its National Pollutant Discharge Elimination System (NPDES) Permit, as well as for any other pollutants of concern.  
  
Historically, these local limits have been incorporated within the Water and Sewer Ordinance. However, because they are subject to periodic updates based on requirements established by the Michigan Department of Environment, Great Lakes, and Energy (EGLE), adopting them by resolution is a more efficient and flexible process.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Non-Domestic Local Limits Resolution.
- **POSSIBLE COURSES OF ACTION:** Approve, not approve, amend or table.
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_, supported by \_\_\_\_\_ to Approve Resolution 25-22 to establish local limits for non-domestic sewer users in conjunction with the Thomas Township Code of Ordinances Title 8 – Water and Sewer, Chapter 3 – Sewer System.
- **ROLL CALL VOTE REQUIRED?** Yes.

THOMAS TOWNSHIP  
SAGINAW COUNTY, MICHIGAN  
RESOLUTION 25-22  
NON-DOMESTIC LOCAL LIMITS

At a regular meeting of the Thomas Township Board, Saginaw County, Michigan, held on the 1st day of December, 2025, at 7:00 p.m.

PRESENT:

ABSENT:

The following resolution was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_ to approve the recommended resolution to establish local limits for non-domestic sewer users in conjunction with the Thomas Township Code of Ordinances Title 8 – Water and Sewer, Chapter 3 – Sewer System.

WHEREAS, Thomas Township, in conjunction with Saginaw Charter Township is responsible for the implementation and administration of a Federal Industrial Pretreatment Program that is approved by the State of Michigan. As such, on occasion it is required that the Township review and adopt local limits for parameters identified in the Township's National Pollutant Discharge Elimination System Permit (NPDES) as well as any other pollutants of concern.

WHEREAS, Thomas Township has processes in place to review and establish local limits to comply with NPDES requirements and EGLE requirements to protect the Publicly Owned Treatment Works (POTW) and the waters of the State of Michigan. These local limits are reviewed and revised on a regular basis and are as follows:

Parameter	Local Limit	Sample Type
BOD5	1599 mg/L	24 hr composite
Total Suspended Solids (TSS)	408 mg/L	24 hr composite
Total Phosphorus (P)	22 mg/L	24 hr composite
Ammonia Nitrogen	54 mg/L	24 hr composite
Chemical Oxygen Demand (COD)	3111 mg/L	24 hr composite
Total Dissolved Solids (TDS)	30,272 mg/L	24 hr composite
pH	6.5 to 9.0	grab
Arsenic	0.35 mg/l	24 hr composite
Cadmium	0.03 mg/l	24 hr composite
Chromium	2.39 mg/l	24 hr composite
Copper	0.265 mg/l	24 hr composite
Cyanide	0.76 mg/l	grab
Fluoride	171 mg/L	24 hr composite
Lead	0.82 mg/l	24 hr composite
Mercury	N.D. <sup>1</sup>	grab
Nickel	0.743 mg/l	24 hr composite
Perfluorooctanesulfonic acid (PFOA)	15,000 ug/l	grab
Perfluorooctanic acid (PFOS)	12 ng/l	grab
Polychlorinated Biphenyl (PCB)	N.D. <sup>2</sup>	24 hr composite
Selenium	0.38 mg/l	24 hr composite

Resolution 25-22-Non Domestic Local Limits

Silver	0.28 mg/l	24 hr composite
Zinc	1.24 mg/l	24 hr composite

1	Mercury sampling procedures, preservation and handling, and analytical protocol for compliance monitoring shall be in accordance with U.S. EPA method 245.1. The detection limit shall not exceed 0.2 ug/l, unless higher levels are appropriate due to matrix interference.
2	The detection level shall not exceed 0.1 ug/l. Compliance monitoring shall be in accordance with EPA method 608. Any discharge of these substances at detectable levels is a specific violation of these regulations.

NOW, THEREFORE, BE IT RESOLVED, that the Thomas Township Board approves the local limits as listed that shall become effective upon adoption.

Upon roll call vote, the following voted:

Aye:

Nay:

Absent:

The Supervisor declared the resolution adopted.

---

David A. Sommers, Supervisor

CERTIFICATION

STATE OF MICHIGAN )

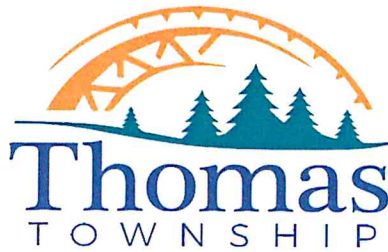
COUNTY OF SAGINAW )SS

I, Michael Thayer, 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 December 1, 2025, at which meeting a quorum was present, by a roll call vote of said members hereinbefore set forth; that said resolution was ordered to take immediate effect.

IN WITNESS WHEREFORE, I have hereunto fixed my official signature on the 1<sup>st</sup> day of December, 2025.

---

Michael Thayer, Clerk



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### **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** December 1, 2025
- **SUBMITTED BY:** Trevor Schultz, Director - Department of Public Works
- **AGENDA TOPIC:** Approve Resolution #25-23 for MDOT Right-of-Way Permits
- **EXPLANATION OF TOPIC:** Every year the Board adopts a resolution to apply for an annual permit for use of the State right-of-way. This allows municipalities to carry out various operations on State roads without having to fill out an individual application every time.

As it pertains directly to Thomas Township, this resolution grants us the ability to repair and/or maintain all of our underground water or sewer infrastructure that resides in MDOT's road right-of-way. It also allows us to maintain the DDA corridor street lights that also reside along M-46.

- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Resolution #25-23.
- **POSSIBLE COURSES OF ACTION:** Approve, not approve, amend or table.
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_, supported by \_\_\_\_\_ to Approve Resolution #25-23 for MDOT Right-of-Way Permits
- **ROLL CALL VOTE REQUIRED?** Yes.

**PERFORMANCE RESOLUTION FOR  
MUNICIPALITIES**

*This Performance Resolution (Resolution 25-23) is required by the Michigan Department of Transportation for purposes of issuing to a Municipality an "Individual Permit for Use of State Highway Right of Way", and/or an "Annual Application and Permit for Miscellaneous Operations within State Highway Right of Way".*

RESOLVED WHEREAS, the **Township of Thomas**

hereinafter referred to as the "MUNICIPALITY," periodically applies to the Michigan Department of Transportation, hereinafter referred to as the "DEPARTMENT," for permits, referred to as "PERMIT," to construct, operate, use and/or maintain utilities or other facilities, or to conduct other activities, on, over, and under State Highway Right of Way at various locations within and adjacent to its corporate limits;

NOW THEREFORE, in consideration of the DEPARTMENT granting such PERMIT, the MUNICIPALITY agrees that:

1. Each party to this *Resolution* shall remain responsible for any claims arising out of their own acts and/or omissions during the performance of this **Resolution 25-23**, as provided by law. This Resolution is not intended to increase either party's liability for, or immunity from, tort claims, nor shall it be interpreted, as giving either party hereto a right of indemnification, either by Agreement or at law, for claims arising out of the performance of this Agreement.
2. If any of the work performed for the MUNICIPALITY is performed by a contractor, the MUNICIPALITY shall require its contractor to hold harmless, indemnify and defend in litigation, the State of Michigan, the DEPARTMENT and their agents and employee's, against any claims for damages to public or private property and for injuries to person arising out of the performance of the work, except for claims that result from the sole negligence or willful acts of the DEPARTMENT, until the contractor achieves final acceptance of the MUNICIPALITY Failure of the MUNICIPALITY to require its contractor to indemnify the DEPARTMENT, as set forth above, shall be considered a breach of its duties to the DEPARTMENT.
3. Any work performed for the MUNICIPALITY by a contractor or subcontractor will be solely as a contractor for the MUNICIPALITY and not as a contractor or agent of the DEPARTMENT. The DEPARTMENT shall not be subject to any obligations or liabilities by vendors and contractors of the MUNICIPALITY, or their subcontractors or any other person not a party to the PERMIT without the DEPARTMENT'S specific prior written consent and notwithstanding the issuance of the PERMIT. Any claims by any contractor or subcontractor will be the sole responsibility of the MUNICIPALITY.
4. The MUNICIPALITY shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the PERMIT which results in claims being asserted against or judgment being imposed against the State of Michigan, the Michigan Transportation Commission, the DEPARTMENT, and all officers, agents and employees thereof and those contracting governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract. In the event that the same occurs, for the purposes of the PERMIT, it will be considered as a breach of the PERMIT thereby giving the State of Michigan, the DEPARTMENT, and/or the Michigan Transportation Commission a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.
5. The MUNICIPALITY will, by its own volition and/or request by the DEPARTMENT, promptly restore and/or correct physical or operating damages to any State Highway Right of Way resulting from the installation construction, operation and/or maintenance of the MUNICIPALITY'S facilities according to a PERMIT issued by the DEPARTMENT.

6. With respect to any activities authorized by a PERMIT, when the MUNICIPALITY requires insurance on its own or its contractor's behalf it shall also require that such policy include as named insured the State of Michigan, the Transportation Commission, the DEPARTMENT, and all officers, agents, and employees thereof and those governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract.
7. The incorporation by the DEPARTMENT of this Resolution as part of a PERMIT does not prevent the DEPARTMENT from requiring additional performance security or insurance before issuance of a PERMIT.
8. This Resolution shall continue in force from this date until cancelled by the MUNICIPALITY or the DEPARTMENT with no less than thirty (30) days prior written notice provided to the other party. It will not be cancelled or otherwise terminated by the MUNICIPALITY with regard to any PERMIT which has already been issued or activity which has already been undertaken.

BE IT FURTHER RESOLVED that the following position(s) are authorized to apply to the DEPARTMENT for the necessary permit to work within State Highway Right of Way on behalf of the MUNICIPALITY.

Title and/or Name:

Deidre Frollo, Township Manager  
Trevor Schultz, DPW Director  
Spicer Group, Township Engineer  
Karen Hitz, Township Operator

I HEREBY CERTIFY that the foregoing is a true copy of a resolution adopted by the Board of Trustees of the Township of Thomas, Saginaw County, at a regular meeting held on the 1st day of December A.D. 2025

---

*David Sommers, Thomas Township Supervisor*

---

*Michael Thayer, Thomas Township Clerk*



INTEGRITY • ACCOUNTABILITY  
COMMUNITY • SERVICE

*We are committed to working with the community to  
provide quality-driven, citizen-focused services.*

249 N. Miller Road, Saginaw, Michigan 48609-4896

989.781.0150 | fax 989.781.0290

www.thomastwp.org

### **AGENDA ITEM**

- **MEETING DATE:** December 1, 2025
- **SUBMITTED BY:** Dan Sika – Community Development Director
- **AGENDA TOPIC:** Preliminary plat approval for Thomas Ridge Subdivision.
- **EXPLANATION OF TOPIC:** The Thomas Township Board of Trustees is being asked to give preliminary plat approval to a proposed new 17-lot subdivision off of N Thomas Rd north of Frost Rd, which will be called Thomas Ridge Subdivision.

The Thomas Township Planning Commission held a meeting to review the preliminary plat, where the developer explained the proposal. The Planning Commission approved the proposed subdivision's preliminary plat at that time and recommended that the Township Board approve it as part of the approval process. The new subdivision will have a total of 17 lots, varying in size, with an average of around 0.8 acres. The roads will be paved and will include typical curb and gutter, along with the required rear lot stormwater drainage. A public sidewalk will be installed along the frontage of the new lots as homes are built and will connect to N Thomas Rd, where sidewalks already exist. The attached preliminary plat drawing shows the proposed layout of the new subdivision.

All Department Heads involved in the review process have recommended approval of the proposed preliminary plat at this time. The Department of Public Works confirmed that water and sanitary sewer services are available and that the Township has the capacity to serve the additional lots to be created. The Fire Department verified that sufficient water is available for hydrants within the proposed subdivision and that the spacing meets code requirements. The Community Development Department assessed the preliminary plat for compliance with the platting process as specified in the Township Ordinance, and it met all requirements at this stage. Spicer Group reviewed the proposed water and sanitary sewer utility plan and found no objections to adding the new lots to the existing system. The Township Attorney reviewed the necessary supporting documents for the preliminary plat and recommended that it be brought to the Township Board for review and approval.

At this time, the Township Board is being asked to vote on approving the preliminary plat as presented. In the future, once the State approves the proposed subdivision, it will be presented to the Township Board one last time for final plat approval, which is

anticipated. sometime in the spring of next year. The developers hope to start construction on utilities and roads after final plat approval.

- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** The Township Master Plan Future Land Use Map and current Zoning Map are attached. A copy of the proposed preliminary plat of the subdivision.
- **POSSIBLE COURSES OF ACTION:** Approve, reject or amend the proposed preliminary plat.
- **SUGGESTED ACTION:** Based on the recommendations listed above, approval of the preliminary plat would be recommended at this time.
- **SUGGESTED MOTION:** Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to grant tentative and final preliminary plat approval for Thomas Ridge Subdivision as presented.
- **VOTE REQUIRED:** No

## CHAPTER 3 - PLATTING PROCEDURE AND DATA REQUIRED

### SECTION:

#### 11-3-1: - SCOPE:

The preparation and review of a subdivision for platting shall be completed in two (2) phases to include a preliminary plat and final plat. All plats shall be completed in accordance with the following procedures.

(Ord. 93-SC-01, 12-6-1993, eff. 1-14-1994)

#### 11-3-2: - INITIAL INVESTIGATION:

Prior to the preparation of a preliminary plat, it is recommended that the developer meet informally with the Township officials concerned to investigate the procedures and standards of the Township with reference to this Subdivision Regulations Ordinance and with the proposals of the Master Plan as they affect the area in which the proposed subdivision is located. The developer should not submit a preliminary plat at this time.

The developer should concern himself/herself with the following factors:

- A. The developer shall secure a copy of the Zoning Ordinance, Subdivision Regulations Ordinance, engineering specifications, and other similar ordinances or controls relative to the subdivision and improvement of land so as to make himself aware of the requirements of the Township.
- B. The area for the proposed subdivision shall be properly zoned for the intended use.
- C. An investigation of adequacy of existing schools and the adequacy of public open spaces including parks and playgrounds to serve the proposed subdivision shall be made by the developer.
- D. The relationship of the proposed subdivision with respect to major thoroughfares and plans for widening of thoroughfares shall be investigated by the developer.
- E. Standards for sewage disposal, water supply and drainage of the Township shall be investigated by the developer.

(Ord. 93-SC-01, 12-6-1993, eff. 1-14-1994)

#### 11-3-3: - TENTATIVE APPROVAL OF PRELIMINARY PLAT:

The procedure for preparation and submittal of a preliminary plat under Section 112 of the Subdivision Act shall be as follows:

(Ord. 93-SC-01, 12-6-1993, eff. 1-14-1994; amd. 1998 Code)

A. Filing:

1. The subdivider shall also submit a written application for approval on a form to be drafted and provided by the Township Board, together with the fees established by this Ordinance for review of plats. Prior to submission of a preliminary plat the subdivider may submit a pre-preliminary plat and may review the same with the Planning Commission. The pre-preliminary plat may include:
  - a. Description of features, existing and proposed, surrounding the site of importance to the proposed development.
  - b. Description of general topographic and general soil conditions of the site.
  - c. Location and description of existing and future manmade features of importance to the proposed development.
  - d. A site analysis showing which of the site conditions the proprietor intends to retain or modify as part of the basic design of the subdivision.
  - e. The concept, objectives, general layout, and location and extent of the various uses and facilities to be incorporated within the subdivision.
  - f. Stages of development.
  - g. Property dimensions and area.
  - h. Proprietors interest in the land.
2. Upon receipt of said application, preliminary plat, and fees, the Township Clerk shall promptly transmit the same to the Planning Commission.

B. Identification And Description:

1. Preliminary Plat Information: The preliminary plat submitted by the subdivider shall be on paper and shall be drawn to a scale of not more than two hundred feet (200') to one inch (1") showing the date, cardinal point and scale, and the following information shall be shown on the preliminary plat or submitted with it:
  - a. The name of the proposed subdivision.
  - b. Names, addresses and telephone numbers of the subdivider and the surveyor preparing the plat.
  - c. Property description of entire site to be subdivided.
  - d. The names of abutting subdivision, if any.

(Ord. 93-SC-01, 12-6-1993, eff. 1-14-1994)

- e. Statement of intended use and locations thereof in the proposed plat such as residential, single-family, two-family, and multiple-family housing; commercial; industrial; recreational or agricultural. Also proposed sites, if any, for multi-family dwellings, shopping centers,

churches, industry and other nonpublic uses exclusive of single-family dwellings as well as any sites proposed for parks, playgrounds, schools or other public uses.

(Ord. 93-SC-01, 12-6-1993, eff. 1-14-1994; amd. 1998 Code)

- f. A map of the entire area scheduled for development if the proposed plat is a portion of a larger holding intended for subsequent development and staging of development of the entire subdivision as well as the relation of each stage to the entire subdivision shall be clearly shown.
  - g. A location map showing the relationship of the proposed plat to the surrounding area and showing connections with adjoining platted streets and layout of lots adjacent to the subdivision.
  - h. The land use and existing zoning of the proposed subdivision and the adjacent tracts.
  - i. Streets, street names, alleys, sidewalks, rights of way and roadway widths as well as surfacing of all streets.
  - j. Lot lines and total number of lots by block, shown by numerical order commencing with number one and with no omissions or duplications. Also, setback requirements and area of lots shall be shown along with any lands reserved for public use and the conditions of dedication.
  - k. A site report as described in the Rules of the State Department of Public Health if the proposed subdivision is not being served by public sewer and water systems.
  - l. Location and size of all existing and proposed sanitary sewer, storm sewer and water supply facilities; points of connection to existing lines, elevations and grades, direction of flow, location of valves and hydrants as well as location of gas, electric and telephones lines.
  - m. Right-of-way easements, showing location, width and purpose.
  - n. Street lighting standards, street trees, curbs, water mains, sanitary sewers and storm drains, manholes, catch basins and underground conduits showing location thereof.
  - o. Topography, existing and proposed, at two foot (2') intervals and proposed grading and landfilling.
2. Preliminary Plat Review By Planning Commission; Tentative Approval:
- a. The Clerk shall receive and check for completeness the preliminary plat as required of this Ordinance. If complete and basically in conformance with applicable Township requirements, the Clerk shall place the proposal on the agenda of the next regular Commission meeting.
  - b. The Clerk shall transmit a copy of the preliminary plat to the Township Engineer and the Township Planner for their technical review and recommendation.

- c. The Commission shall review all details of the proposed subdivision within the framework of the Zoning Ordinance, within the various elements of the Master Plan and within the standards of this Subdivision Regulations Ordinance.
- d. The Commission shall recommend approval or disapproval of the preliminary plat.
  - (1) Should the recommended approval be a conditional approval said conditions shall be satisfied by the developer within the time set by the Commission or the plat shall be recommended for disapproval.
  - (2) Should the Commission recommend disapproval of the preliminary plat, it shall record the reasons for rejection and requirements for tentative approval in its minutes. Copies of the minutes shall be sent to the developer and filed in the office of the Clerk.
  - (3) Should the Commission find that all conditions have been satisfactorily met and the preliminary plat conforms to the Subdivision Act and this Ordinance, it shall recommend tentative approval of the preliminary plat. The chairman shall make a notation to that effect on each copy of the preliminary plat and distribute copies of same as follows:
    - (A) Return one copy to the developer;
    - (B) Retain one copy which shall become a matter of permanent record in the Commission files;
    - (C) Forward one copy to the school board or school superintendent of the school district having jurisdiction in the area concerned;
    - (D) File the remaining copies in the office of the Clerk.
- e. If no action is taken by the Planning Commission within the sixty (60) day period, and if no extension is secured, the Township Board shall assume that the preliminary plat has been recommended for approval by the Planning Commission.
- f. The Township Board shall, within thirty (30) days of the Planning Commission's recommendation, tentatively approve, disapprove or conditionally approve the preliminary plat.
- g. Tentative approval under this Section shall confer upon the developer for a period of one year from date, approval of lots sizes, lot orientation, and street layout. Such tentative approval may be extended if applied for in writing by the developer and granted by the Township Board in writing.

(Ord. 93-SC-01, 12-6-1993, eff. 1-14-1994)

#### 11-3-4: - FINAL APPROVAL OF PRELIMINARY PLAT:

The procedure for the preparation and review of a preliminary plat for final approval under section 120 of the Subdivision Act is as follows:

- A. Filing; Additional Information: The developer shall file a valid preliminary plat with the Clerk together with a certified list of all authorities required for approval in sections 112 to 119 of the Subdivision Act. The developer shall also provide approved copies of plats for each of the required authorities.
- B. Evidence Of Title: The developer shall submit as evidence of title, an abstract of title certified to date with the written opinion of an attorney at law thereon, or at the option of the developer, a policy of title insurance for examination in order to ascertain as to whether or not the proper parties have signed the plat.
- C. Action By Township Board: The Township Board shall take action on the preliminary plat within twenty (20) days of the submission of all necessary approved plats.
- D. Approval Of Plat: If the preliminary plat conforms substantially to the tentatively approved preliminary plat and meets all conditions laid down for tentative approval, the Township Board shall give final approval to the preliminary plat.
- E. Disapproval Of Plat: The Board shall disapprove the preliminary plat if it does not conform to the preliminary plat as tentatively approved by the Board, or if any of the other approvals required by the Subdivision Control Act have not been obtained. The Clerk shall promptly notify the developer of the disapproval and the reasons therefor, in writing. The reasons for the disapproval shall be recorded in the minutes of the meeting of the Board. Notice of disapproval shall be sent to each of the other plat approval authorities by the Clerk.
- F. Termination Of Final Approval; Extension: Final approval shall be effective for a period of two (2) years from the date of final approval. The two (2) year period may be extended if applied for by the proprietor and granted by the Township Board in writing.
- G. Improvements: No installation or construction of any improvements shall be made before the preliminary plat had received final approval of the Township Board, engineering plans have been approved by the Township Engineer, and any deposits required under Chapter 5 hereof, "Required Improvements", have been received by the Township.

(Ord. 93-SC-01, 12-6-1993, eff. 1-14-1994)

#### 11-3-5: - FINAL PLAT:

The procedure for preparation and review of a final plat shall be as follows:

- A. Preparation:
  - 1. When the plat has been approved by the County Drain Commissioner and the County Road Commission, the developer shall submit all copies of the plat in the form required in the Subdivision Control Act, together with the completed application form and fees for filing and recording and plat review, and shall be submitted to the Clerk at least ten (10) days prior to the meeting of the Township Board at which the plat is to be considered. The Clerk shall

determine if the submittal is complete, and if complete, transmit same to the Board in adequate time for inclusion on the agenda for the Board's next meeting. If the application is not complete the Clerk shall so notify the applicant in writing and shall list deficiencies. A final plat shall not be accepted for review after the date of expiration of the final approval of the preliminary plat.

2. The final plat shall conform substantially to the preliminary plat as approved and it may constitute only that portion of the approved preliminary plat which the developer proposed to record and develop at the time; provided, however, that such portion conforms to this Subdivision Regulations Ordinance.
3. The developer shall submit as evidence of title, an abstract of title certified to date with the written opinion of an attorney at law thereon, or at the option of the developer, a policy of title insurance for examination in order to ascertain as to whether or not the proper parties have signed the plat.

B. Final Plat Review:

1. Five (5) copies drawn on mylar or other approved material and three (3) paper prints of the final plat shall be filed by the developer with the Clerk and shall deposit such sums of money as the Township Board may require herein or by other ordinances.
2. If the developer has completed installation of the required public improvements, he shall provide the Township Clerk with a certificate from the Township Engineer indicating that improvements have been installed in conformance with the approved engineering drawings, with any changes noted thereon and attached to the drawing. If the developer has not completed the required improvements or facilities, the final plat shall be accompanied by a contract between the developer and the Township Board for the completion of all required improvements and facilities as required herein.
3. The Township Board shall review all recommendations and either approve or disapprove the final plat at its next regular meeting after the date of submission, or at a meeting called within twenty (20) days of the date of submission. The Board shall approve the plat if it conforms to the preliminary plat as finally approved and to the provisions of the Subdivision Control Act.
4. If the final plat is approved, the Township Clerk shall sign a certificate signifying approval of the final plat by the Township Board, which shall include the date of approval and the date on which the Clerk signs the certificate.
5. Upon the approval of the final plat by the Township Board, the subsequent approvals shall follow the procedures set forth in the Subdivision Act. The three (3) paper prints of the final plat shall be forwarded; one to the Clerk, one to the Planning Commission, and one to the Building Department. The remaining five (5) copies shall be forwarded to the Clerk of the County Plat Board.

6. If the final plat is disapproved, the Clerk shall record the reasons for rejection in the minutes of the meeting, notify the developer in writing of the action and the reasons therefor, and return the plat to the developer.
7. Approval of the final plat shall confer upon the developer for a period of three (3) years from the date of approval a right that all existing zoning regulations and subdivision regulations shall remain unchanged as they apply to the property included in the final plat.

(Ord. 93-SC-01, 12-6-1993, eff. 1-14-1994)



Saginaw GIS

powered by  
**FetchGIS**

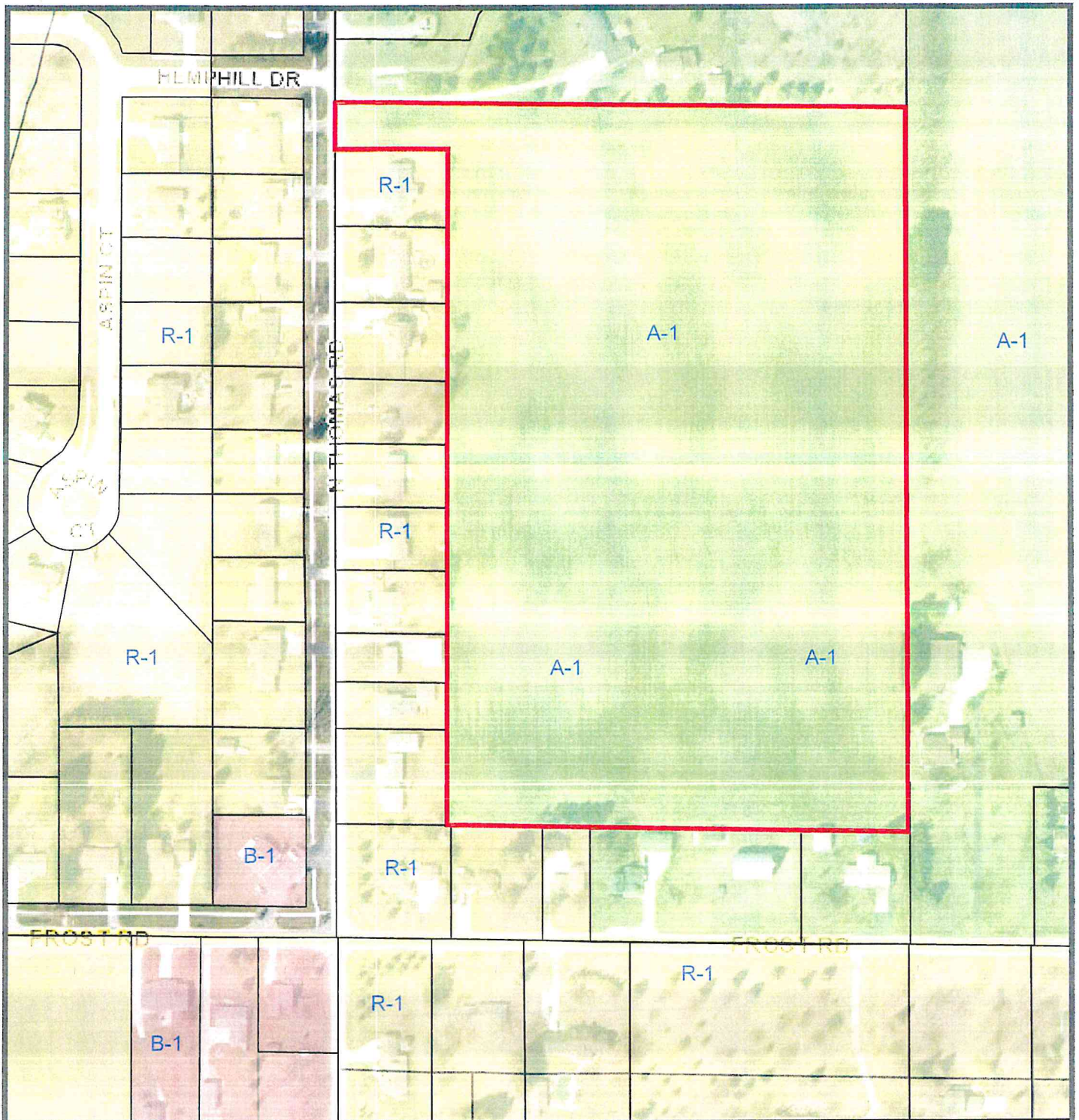
Thomas Ridge Future Land Use

100m  
300ft



Map Publication:  
11/21/2025 3:03 PM

**Disclaimer:** This map does not represent a survey or legal document and is provided on an "as is" basis. Saginaw County expresses no warranty for the information displayed on this map document.



# Saginaw GIS Thomas Ridge Zoning

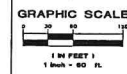
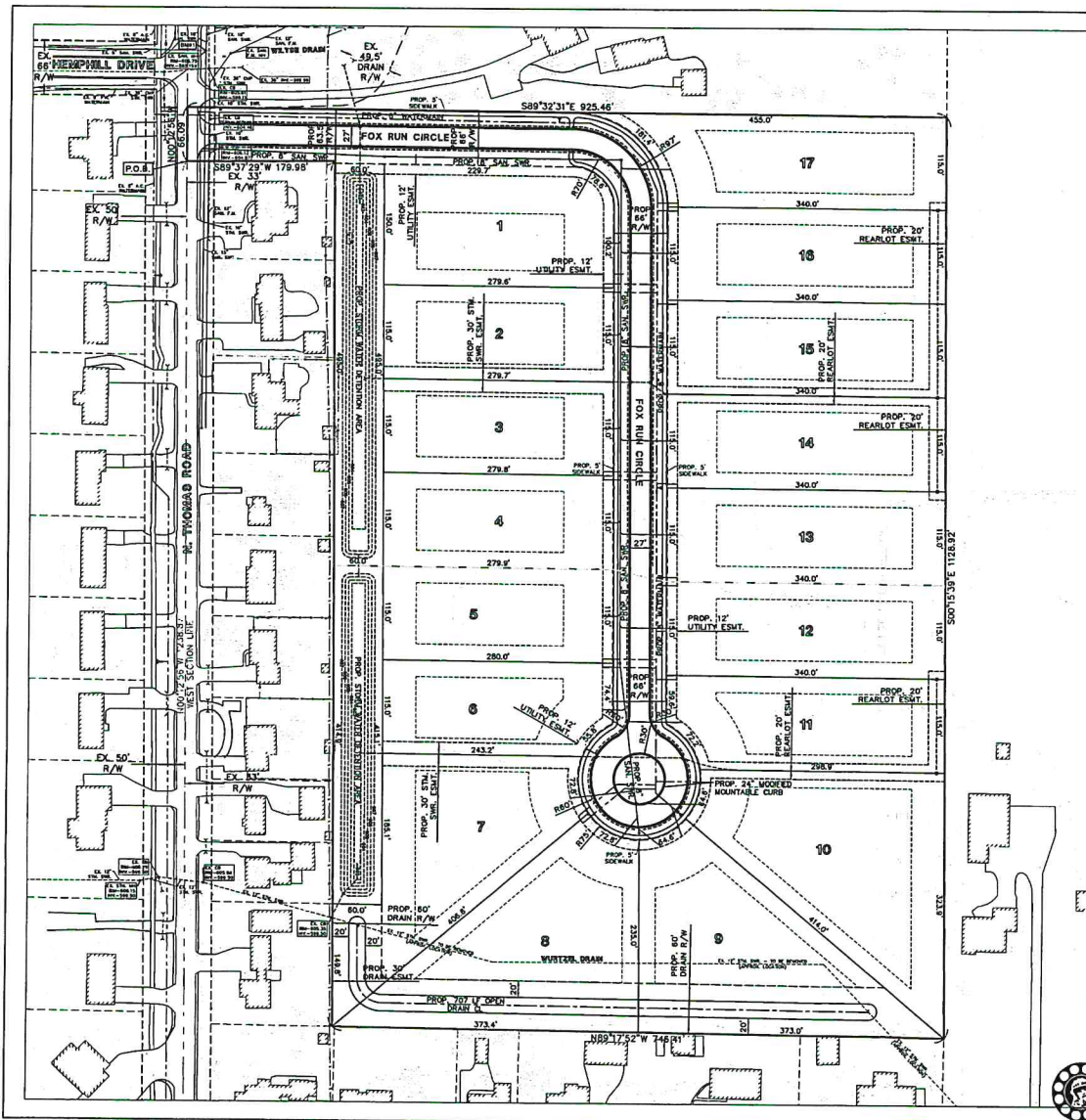
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300ft



Map Publication:  
11/21/2025 3:00 PM

Disclaimer: This map does not represent a survey or legal document and is provided on an "as is" basis. Saginaw County expresses no warranty for the information displayed on this map document.



LOT INFORMATION			
LOT NUMBER	LOT AREA (AC)	STREET FRONTAGE (FEET)	LOT WIDTH AT CORNER (FEET)
1	41,337	408.5'	150'
2	32,156	115'	115'
3	32,167	115'	115'
4	32,178	115'	115'
5	32,189	115'	115'
6	31,251	130.2'	125.9'
7	51,095	72.6'	115.1'
8	54,826	72.6'	125.2'
9	55,274	64.5'	116.7'
10	59,823	64.6'	105.0'
11	37,552	131.6'	127.1'
12	38,100	115'	115'
13	39,100	115'	115'
14	39,100	115'	115'
15	39,100	115'	115'
16	39,100	115'	115'
17	41,918	181.4'	125.7'

LEGEND	
	MONUMENT / SECTION CORNER
	ROAD PROPERTY RIGHT
	SET PROPERTY RIGHT
	EXISTING CATCHBASIN
	EXISTING MANHOLE CATCHBASIN
	EXISTING MANHOLE
	EXISTING HYDRANT
	EXISTING VALVE
	EXISTING SANITARY SEWER
	EXISTING STORM SEWER
	EXISTING WATERMAIN
	EXISTING FIRE LINE
	UNDERGROUND ELECTRIC LINE
	UNDERGROUND GAS LINE
	UNDERGROUND TELEPHONE LINE
	UNDERGROUND CABLE TV LINE
	OVERHEAD ELECTRICAL WIRES
	EXISTING MARSHES / NEWSPAPER BOX
	EXISTING SIGN
	EXISTING DECIDUOUS TREES
	EXISTING CONIFEROUS TREES
	EXISTING UTILITY POWER POLE
	EXISTING TELEPHONE POLE
	EXISTING TRANSFORMER PAD
	PROPOSED SANITARY SEWER
	PROPOSED STORM SEWER
	PROPOSED WATERMAIN

**BENCHMARKS**

B.M. #1 - RIM ELEVATION OF AN EXISTING SANITARY MANHOLE CASTING LOCATED ON THE EAST SIDE OF N. THOMAS ROAD, APPROXIMATELY 20' NORTH OF THE CENTERLINE OF THE INTERSECTION WITH HEMPHILL DRIVE. ELEV. 606.75 - NAVD 83

**DEVELOPMENT NOTES**

THE PROPOSED PROJECT IS A SINGLE-FAMILY RESIDENTIAL DEVELOPMENT THOMAS ROAD SUBDIVISION - 19.58 ACRES WITH 17 LOTS

ZONING: A-1 AGRICULTURAL

SETBACKS: FRONT: 60' REAR: 45' SIDE: 20'(EACH), 100' FRONTAGE (MIN.)

REFUSE WILL BE INDIVIDUALLY COLLECTED, CURBSIDE, (PUBLIC)

GAS AND ELECTRIC SERVICE BY CONSUMERS ENERGY

STREET LIGHTING - TO BE DESIGNED AND INSTALLED BY CONSUMERS ENERGY.

TELEPHONE SERVICE BY AT&T

SANITARY SEWER - EXTEND PUBLIC SANITARY SEWER - 8" PVC (SDR-35)

DRAINAGE - OUTLET TO EXISTING HURTZEL & WILTS DRAIN, 0.4 + 0.2 CFS/ACRE

ALL STORM SEWER TO BE RCP 6-78-IN. PROPOSED DETENTION BASINS TO STORE REQUIRED STORMWATER WATER QUALITY AND DESIGN DETENTION VOLUME FOR THIS DEVELOPMENT.

REARLOT DRAINAGE - TO BE PROVIDED (PVC MATERIAL), REARLOT IS PRIVATE, SUMP LINES TO BE CONNECTED TO REARLOT DRAINAGE STRUCTURES OR DETENTION BASINS WITH BACKFLOW PREVENTER.

WATER - EXTEND PUBLIC WATERMAIN - 8" PVC (C-509)

ROAD - PUBLIC, 27' D/B, CURBED & PAVED, "T" TURNAROUND MAINTAINED DURING CONSTRUCTION.

SIGMAZ - NONE PLANNED IN THIS PHASE.

STREET FRONTAGE TREES - 3 TREES REQUIRED/LOT.

SIDEWALKS - PROPOSED 5' SIDEWALKS WITH ADA RAMPS AND CROSS WALK STRIPING TO BE PROVIDED ON BOTH SIDES OF PROPOSED ROAD.

NOTE: FINAL LOT SIZES WILL BE DETERMINED IN THE FINAL PLAN.

**PROPERTY DESCRIPTION**

PARCELS #18-12-3-16-2004-001-001

PART OF THE WEST 1/2 OF THE SOUTHWEST 1/4 OF SECTION 10, TOWN 12 NORTH, RANGE 3 EAST, BEING FURTHER DESCRIBED AS COMMENCING AT THE SOUTHWEST CORNER OF SAID SECTION, THENCE N00°55'04"W, 1238.87' ALONG THE WEST SECTION LINE TO THE POINT OF BEGINNING, THENCE CONTINUING N00°55'04"W, 68.00', THENCE ANS 42°21'E, 82.80', THENCE S00°57'47"E, 1128.63', THENCE S90°00'00"W, 744.36', THENCE N00°55'04"W, 1059.64', THENCE S89°45'21"W, 180.16' TO THE WEST SECTION LINE AND THE POINT OF BEGINNING.

CONTAINING 19.58 ACRES, MORE OR LESS AND IS SUBJECT TO ANY AND ALL EASEMENTS AND/OR RIGHTS OF WAY WHETHER USED, IMPLIED OR OF RECORD.



PROJECT LOG

NO.	DATE	DESCRIPTION
1	06/07/23	FINAL PRELIMINARY PLAN
2	06/07/23	P.C. REVIEW SET

PREPARED AND IN CHARGE

FILE NO.

202-712-06

PROJECT NAME

THOMAS ROAD SUBDIVISION

DESIGNED BY

SAE

DRAWN BY

SAE

CHECKED BY

SAE

SCALE

1"=60'

SHEET

1 OF 1

RDM DEVELOPMENT LLC

5474 GARFIELD ROAD

SAGINAW, MI 48603

919-257-8974

ATtn: RDM/SAE/SAE

THOMAS RIDGE

SECTION 10, T12N-R03E

THOMAS TOWNSHIP

SAGINAW COUNTY, MICHIGAN

FINAL PRELIMINARY PLAN

MLR Engineering

CIVIL ENGINEERING & CONSULTING SERVICES

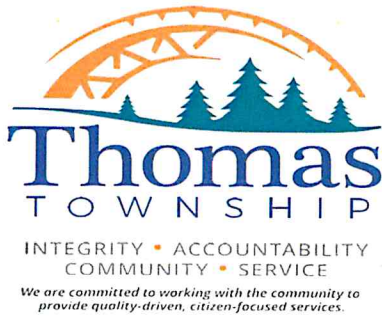
131 S. Main Street, Suite 1, Flintland, Michigan 48603

Phone: (919) 692-5034

www.mlrengineering.com

C1.3

MLR 203-71



Department of Public Works  
251 Miller Court, Saginaw, Michigan 48609-4896  
989.781.6438  
www.thomas twp.org

### **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** December 1, 2025
- **SUBMITTED BY:** Trevor Schultz, Director - Department of Public Works
- **AGENDA TOPIC:** Replace Pump 1 at Pump Station #5 for \$20,889.
- **EXPLANATION OF TOPIC:** About a month ago, we experienced a seal failure on pump 1 at Pump Station #5 on Thunderbird. We have been operating on one pump while awaiting a quote to replace this pump.

As you recall, we replaced pump 2 in May, and at that time, we opted to purchase a new Flygt Concenter pump in lieu of repair. The quoted cost to replace this pump with a Concenter Pump is \$18,889 plus an additional \$2,000 for installation. The cost for repair was estimated around \$8,000.

By purchasing a new Concenter pump instead of repairing the old pump, it provides greater system flexibility as we move into the future. This exact pump could also be utilized at Pump Station's #6 and #16, providing additional system redundancy in the event of a pump emergency impacting those other stations. In that instance, we could swap pumps between any of those stations to efficiently remedy the problem. I truly believe that system flexibility is well worth the additional cost for replacement, and my stated goal would be to standardize as many of the pump stations as possible with this exact size Concenter pump.

This replacement will be paid for out of Sewer - Repairs and Maintenance "unforeseen pump repair" line item.

- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Pump Quote from Kennedy Industries.
- **POSSIBLE COURSES OF ACTION:** Approve, not approve, amend or table.
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_, supported by \_\_\_\_\_ to Replace Pump 1 at Pump Station #5 for \$20,889.
- **ROLL CALL VOTE REQUIRED?** No.



PUMPING-REPAIR  
FLOW CONTROL  
PROCESS  
AUTOMATION



QUOTATION		
DATE	NUMBER	PAGE
11/12/2025	JSB rev63350	1 of 2

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

Accepted By: \_\_\_\_\_  
Date: \_\_\_\_\_  
PO#: \_\_\_\_\_  
Ship To: \_\_\_\_\_  
\_\_\_\_\_

ATTENTION:

TREVOR SCHULTZ      989-443-9189      dpwdirector@thomastwp.org

WE ARE PLEASED TO PROPOSE THE FOLLOWING FOR YOUR CONSIDERATION:

CUSTOMER REF/PO#		JOB TITLE	SLP	SHIPPING TYPE
JSB REV QUOTE		PS#5, FLYGT PUMPS, VARIOUS	JSB/JSB	FIELD SERVICE
QTY	DESCRIPTION			

THOMAS TOWNSHIP PS#5:

(1) FLYGT EXPLOSION PROOF, SUBMERSIBLE CONCERTOR PUMP, MODEL NP6020.091 WITH HIGH CHROME IMPELLER AND INSERT RING. RATED FOR 190 GPM @ 23 ' TDH, 3 HP, 3 PHASE, 460 VOLT WITH 4" DISCHARGE AND 50 FT. MOTOR AND SENSOR CABLE. PUMP EQUIPPED WITH SEAL FAIL/HIGH TEMP CABLE.

(1) FLYGT MINI CAS SEAL FAIL/HIGH TEMP MONITORING RELAY - TO BE MOUNTED IN EXISTING PANEL.

(1) MODIFY PUMP TO ACCOMMODATE EXISTING GUIDE RAIL SYSTEM, GUIDE RAIL BRACKET PROVIDED BY CUSTOMER.

NET PRICE INCLUDING FREIGHT, BUT NO TAXES: --- \$18,889.00

DELIVERY: APPROXIMATELY 12-14 WEEKS IF NOT IN STOCK (MAY HAVE 1 IN STOCK AT KI).

\*\*\*\*\*

FIELD SERVICE LABOR REQUIRED:

\*\*\*\*\*

KENNEDY INDUSTRIES WILL PROVIDE (1) FIELD SERVICE TECHNICIAN ONSITE FOR THE REMOVAL OF (1) EXISTING HOMA



**KENNEDY**  
INDUSTRIES

ALUMINUM - STEEL  
FLOW CONTROL  
PROCESS  
AUTOMATION



**QUOTATION**

DATE	NUMBER	PAGE
11/12/2025	SEE PAGE 1	2 of 2

QTY	DESCRIPTION
-----	-------------

PUMP, INSTALL OF (1) NEW FLYGT PUMP,INSTALL OF (1) NEW FLYGT MINI CAS, MODIFY PUMP TO ACCOMMODATE EXISTING GUIDE RAIL SYSTEM. START UP, TEST RUN, AND VERIFY PROPER OPERATION.

TOTAL FIELD SERVICE COST: \$2,000.00

\*\*\*\*\*

**\*NOTE(S):**

1. CUSTOMER TO CONFIRM PUMP DIMENSIONS PRIOR TO ACCEPTANCE OF THE PURCHASE ORDER.
2. OVERLOADS TO BE CHANGED OUT IN THE EXISTING CONTROL PANEL TO BE PERFORMED BY OTHERS.
3. CUSTOMER TO CONFIRM CONDUIT ID AND CABLE DIAMETER PRIOR TO ACCEPTANCE OF THE PO.
4. CUSTOMER TO CONFIRM DISCHARGE SIZE NEEDED PRIOR TO ACCEPTANCE OF THE PO.

**WE DO NOT INCLUDE:**

CONCRETE, ANCHOR BOLTS, PIPING, VALVES, COVER, STARTERS, CONTROLS, CONDUIT, WIRING OR JUNCTION BOXES UNLESS LISTED ABOVE.

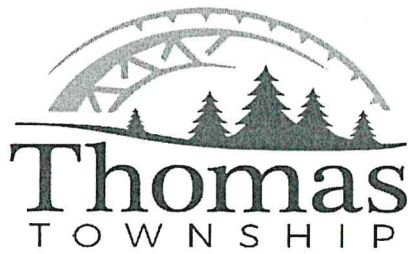
THIS PRICE INCLUDES ALL APPLICABLE TARIFFS AS OF 4/15/2025. DUE TO THE CURRENT VOLATILITY IN TARIFFS, KENNEDY RESERVES THE RIGHT TO ADJUST THE PRICE FOR ANY INCREASED TAX, DUTY, OR TARIFF IMPOSED FROM THIS DATE THROUGH PROJECT COMPLETION IN AN AMOUNT EQUAL TO THE ACTUAL AND DOCUMENTED INCREASE. ANY PRICE ADJUSTMENTS WILL BE SUBSTANTIATED WITH SUPPORTING DOCUMENTATION.

WE APPRECIATE THIS OPPORTUNITY TO QUOTE AND LOOK FORWARD TO BEING OF FUTURE SERVICE.

SINCERELY,  
JIM BAKOS

This quote is subject to and incorporates by reference Kennedy Industries, Inc.'s ("Kennedy") Terms & Conditions (Rev'd 6/2023) and Customer Warranty available at [www.kennedyind.com](http://www.kennedyind.com) which will be provided by email upon written request. Kennedy reserves the right to change the Terms & Conditions and Customer Warranty for future orders. By accepting this quote and/or issuing a purchase order relative to this quote, buyer expressly agrees to the provisions set forth in the Terms & Conditions and Customer Warranty posted on Kennedy's website.

**QUOTE VALID FOR 30 DAYS. QUOTE DOES NOT INCLUDE ANY TARIFFS OR ESCALATION UNLESS NOTED ABOVE. CREDIT CARD PAYMENTS ARE SUBJECT TO AN ADDITIONAL 3% CHARGE. NO TAXES OF ANY KIND ARE INCLUDED IN THIS PROPOSAL. PAYMENT TERMS: NET 30**



INTEGRITY • ACCOUNTABILITY  
COMMUNITY • SERVICE

*We are committed to working with the community to  
provide quality-driven, citizen-focused services.*

Department of Public Works  
251 Miller Court, Saginaw, Michigan 48609-4896  
989.781.6438  
www.thomas twp.org

### **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** December 1, 2025
- **SUBMITTED BY:** Trevor Schultz, Director - Department of Public Works
- **AGENDA TOPIC:** Approve Letter Agreement with Spicer Engineering for Design, Bidding, and Construction Administration for North Miller Road Sewer Rehabilitation.
- **EXPLANATION OF TOPIC:** While cleaning and televising sewers as part of our yearly sanitary sewer maintenance, an area on North Miller Road, north of State Rd., where Pump Station #7 (North Thomas) discharges into the Sanitary Sewer, was observed to be failing. When a sewer forcemain dumps into a gravity sewer manhole, it off gasses. Over time, this off gassing deteriorates the inside of the sewer pipe. While not a catastrophic failure yet, this area has the potential to fail soon.  
  
As we continued to inspect Miller Road, another Pump Station that also discharges into the sewer on Miller is Pump Station #5 (Thunderbird), and we are experiencing the same type of deterioration.  
  
This letter agreement with Spicer allows them to begin the design to have this rehabilitation completed in fiscal year 2026/27. The total cost for Spicer's services will be set at \$42,500.  
  
Upon completion of the design, we will bid this work out competitively per Township policies.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Letter Agreement from Spicer.
- **POSSIBLE COURSES OF ACTION:** Approve, not approve, amend or table.
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_, supported by \_\_\_\_\_ to Approve Letter Agreement with Spicer Engineering for Design, Bidding, and Construction Administration for North Miller Road Sewer Rehabilitation.
- **ROLL CALL VOTE REQUIRED?** No.

November 21, 2025

Trevor Schultz, DPW Director  
Thomas Township  
249 N. Miller Road  
Saginaw, MI 48609

RE: Miller Road Sanitary Sewer Rehabilitation  
Thomas Township

Trevor,

In response to the Township's request, this document contains Spicer Group's proposal to provide final design, bidding assistance, and construction administration and inspection for the sanitary sewer rehabilitation on Miller Road, between Summerfeldt Rd and Geddes Rd.

**Background**

The Township contracts with City Sewer Cleaners each year for routine maintenance throughout the sanitary sewer collection system. The efforts conducted in 2025 revolved around the Miller Road area which identified two locations of concern, across the street from 2407 N Miller Rd which receives discharge from Pump Station No. 7 and in front of 1740 N Miller Rd which receives discharge from Pump Station No. 5. The project will entail performing Cured in Place Manhole (CIPM) lining each discharge manhole and Cured in Place Pipe (CIPP) lining the downstream gravity main of each of the two pump stations discharge manholes.

**Scope of Professional Services**

Spicer Group's scope of professional services for this project will provide the final design, bidding assistance, and construction administration and inspection to satisfy the following requirements:

**Final Design Phase:**

1. Meet with the Township to review the scope of work and schedule of the project.
2. Gather the necessary information for design including the original as-builts for the sanitary sewer piping, the CCTV documentation of the sanitary sewer in question, and any other pertinent information needed.
3. Perform manhole inspections for the discharge manholes at 2407 N Miller Rd and 1740 N Miller Rd and collect necessary field data for CIPM design.
4. Prepare contract documents and appendices in conformance with required State and local design requirements.
  - a. We do not anticipate any necessary EGLE permits for this work.
5. Coordinate with local agencies, utility companies, and the SCRC regarding design issues.
6. Submit plans to the Township for review and comment.
7. Meet with the Township to review your comments and answer any questions.
8. Complete revisions to plans based on comments received.

**Bidding Phase:**

1. Prepare the advertisement for bids for publication.
2. Prepare reproductions of plans and specifications for bidding purposes.
3. Answer questions from contractors and suppliers.
4. Attend pre-bid meeting and prepare meeting minutes.
5. Prepare addendum(s) as necessary.
6. Attend the bid opening.
7. Compile a tabulation of bids.
8. Review bids and prepare a letter of recommendation.

**Construction Administration Phase:**

1. Research the qualifications and background of the low bidder, if the Township or we are not familiar with them.
2. Prepare the tabulation of bids and prepare a letter of recommendation of award of the construction contract to you.
3. Prepare the Contract Documents and distribute them to the Contractor.
4. Review the completed Contract Documents, the insurance certificates, and bonds.
5. Provide general oversight of the project, monitoring progress and quality, reviewing any necessary shop drawings, preparing progress payments for your approval and representing the Township on the site.
6. Schedule and host the preconstruction meeting.
7. Provide daily onsite inspection to oversee the work, when necessary, to verify the work is completed in conformance with the plans and specifications. We estimate 60 hours of inspection to complete the project.
8. Prepare any necessary Change Orders and Progress Payments.
9. Prepare the punch list.
10. Close out the construction project.
11. Revise the plans to reflect the revisions made during the construction and furnish a set to the Township. We will provide both a hard copy and electronic .pdf file of the as-built plans. Additionally, we will update the Township's GIS data to reflect the changes to the infrastructure.

**Additional Services**

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

**Subconsultants**

We have the staff and the ability to complete this project in-house. We do not anticipate the need for the use of subconsultants on this project.

**Fee Schedule**

Our proposed fee schedule follows. We will submit monthly invoices to you for our professional services, any additional authorized services and any reimbursable expenses.

1. Final Design Phase:
  - a. A lump sum in the amount of \$15,000.00
2. Bidding Phase:
  - a. Standard hourly rates with an estimate of approximately \$5,000.00
3. Construction Administration Phase:
  - a. Standard hourly rates with an estimate of approximately \$22,500.00

We have calculated these fees based on our understanding of what you want us to do and what you have told us. Should we approach the amount of the fee for any reason before we are finished with the work, if the scope changes, or our understanding was incorrect, we will notify you and discuss with you the option of adjusting the amount of the fee or adjusting the scope of services.

Attached to this letter is a copy of our general conditions for our services, which are part of this agreement. Any changes to this agreement must be agreed to by both of us.

If this proposal meets with your approval, please acknowledge this approval with an authorized signature below and return a copy to us. We deeply appreciate your confidence in Spicer, and we look forward to working with you and for you on this project.

Sincerely,



**Sam Szaroletta, P.E.**  
Drinking Water Practice Lead



**Austin Alexander, P.E.**  
Project Engineer

**SPICER GROUP, INC**  
230 S. Washington Avenue  
Saginaw, MI 48607  
Phone: (307) 578-6550  
E-mail: [austin.alexander@spicergroup.com](mailto:austin.alexander@spicergroup.com)

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Above proposal accepted and approved  
by Owner.

**THOMAS TOWNSHIP**

By: \_\_\_\_\_  
Authorized Signature

Date: \_\_\_\_\_

cc: SGI File 139583SG2025

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## GENERAL CONDITIONS FOR PROFESSIONAL SERVICES

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### SECTION 1 - GENERAL

**1.1 The Agreement.** This Agreement is made by and between SPICER GROUP, INC. (hereinafter referred to as "PROFESSIONAL") and the client who accepted the attached proposal (hereinafter referred to as "CLIENT"). The Agreement between the parties consists of these General Conditions for Professional Services, as well as the attached proposal, and any exhibits or attachments noted in the proposal. Together, these items shall constitute the entire Agreement between the parties and supersedes any prior negotiations, correspondence, or agreements either written or oral. Any changes to this Agreement must be mutually agreed to in writing between the parties. CLIENT represents that it has full authority to enter into this Agreement and that the representative signing this Agreement for CLIENT has full authority to do so. CLIENT further represents that it has all right, title and interest to the project to which the services under this Agreement are being provided.

**1.2 Ownership of Instruments of Service.** All reports, plans, specifications, computer files, field data, notes and other documents and instruments prepared by PROFESSIONAL are instruments of service and shall remain the property of PROFESSIONAL. PROFESSIONAL shall retain all common law, statutory and other reserved rights, including the copyrights thereto.

**1.3 Covenant not to Hire.** CLIENT agrees that during the term of this Agreement and for a period of one (1) year thereafter that it will not hire for its own employment any person employed by PROFESSIONAL.

**1.4 Standard of Care.** Services performed by PROFESSIONAL under this Agreement will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing in the same locality under the same or similar conditions. PROFESSIONAL provides no warranty, guarantee or other representation, express, implied or otherwise, in connection with this Agreement, or in any report, opinion, document or other deliverable or instruments of service.

**1.5 Defects in Service.** CLIENT and CLIENT's personnel, contractors and subcontractors shall, upon discovery, promptly notify PROFESSIONAL in writing of any defects or deficiencies in PROFESSIONAL's services, in order that PROFESSIONAL may take measures which in PROFESSIONAL's opinion will minimize the consequences of such defect or deficiency in service. PROFESSIONAL shall not be responsible for additional costs due to delay in reporting defects in service.

**1.6 Reimbursable Expenses.** Reimbursable expenses mean the actual expenses incurred by PROFESSIONAL or PROFESSIONAL's independent professional associates or consultants, directly or indirectly in connection with the project, such as expenses for; transportation and subsistence incidental thereto; obtaining bids or proposals from contractor(s); providing and maintaining field office facilities including furnishings and utilities; subsistence and transportation of Resident Project Representatives and their assistants; toll telephone calls and courier services; reproduction of reports, drawings, specifications, bidding documents, and similar project-related items; and, if authorized in advance by CLIENT, overtime requiring higher than regular rates.

**1.7 Standard Hourly Rates.** The standard hourly rates used as a basis for payment mean those rates in effect at the time that the service is performed, for all PROFESSIONAL's personnel engaged directly on the project, including, but not limited to, architects, engineers, Spicer Group, Inc.

surveyors, designers, planners, drafters, specification writers, estimators, other technical and business personnel. The Standard Hourly Rates include salaries and wages, direct and indirect payroll costs and fringe benefits. The Standard Hourly Rates of personnel of PROFESSIONAL will be adjusted periodically to reflect changes in personnel and in PROFESSIONAL's overall compensation procedures and practices.

**1.8 Limitation of Liability.** In recognition of the relative risks and benefits of the project to both PROFESSIONAL and CLIENT, the risks have been allocated such that the CLIENT agrees, to the fullest extent permitted by law, and notwithstanding any other provision of this Agreement, that the total liability, in the aggregate, of PROFESSIONAL and PROFESSIONAL's officers, directors, partners, employees and subconsultants, and any of them, to the CLIENT and anyone claiming by or through the CLIENT, for any and all claims, losses, costs or damages of any nature whatsoever or claims expenses from any cause or causes, including attorneys' fees, costs and expenses, shall not exceed \$42,500 or the total compensation received by PROFESSIONAL under this Agreement, whichever is greater. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.

**1.9 Indemnification.** PROFESSIONAL agrees, to the fullest extent permitted by law, to indemnify and hold harmless the CLIENT, its officers, directors and employees from and against damages or liabilities, to the extent caused by the PROFESSIONAL's negligent performance of professional services under this Agreement including that of its subconsultants or anyone for whom the PROFESSIONAL is legally liable.

CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold harmless the PROFESSIONAL, its officers, directors, employees and subconsultants from and against damages or liabilities, to the extent caused by CLIENT's negligent acts, errors or omissions in connection with the project as well as the acts, errors or omissions of its contractors, subcontractors or consultants or anyone for whom CLIENT is legally liable.

Neither CLIENT nor PROFESSIONAL shall be obligated to indemnify the other party in any manner whatsoever for the other party's own negligence.

**1.10 Severability.** Any term or provision of this Agreement found to be invalid under any applicable statute or rule of law shall be deemed omitted and the remainder of this Agreement shall remain in full force and effect.

**1.11 Survival.** Notwithstanding completion or termination of this Agreement for any reason, all rights, duties and obligations of the parties to this Agreement shall survive such completion or termination and remain in full force and effect until fulfilled.

**1.12 Assignment.** Neither party to this Agreement shall transfer, sublet or assign any rights under or interest in this Agreement (including but not limited to monies that are due or monies that may be due) without the prior written consent of the other party. Subcontracting to subconsultants normally contemplated by the PROFESSIONAL shall not be considered an assignment for purposes of this Agreement.

**1.13 Betterment.** In no event will the PROFESSIONAL be responsible for any cost or expense that provides betterment, upgrades,

or added value to the project, regardless of whether PROFESSIONAL or PROFESSIONAL's officers, directors, partners, employees or subconsultants is determined to have caused or contributed to such cost or expense.

**1.14 Mediation.** Any claims or disputes made during design, construction or after completion of the project between the CLIENT and PROFESSIONAL shall be submitted to non-binding mediation. CLIENT and PROFESSIONAL agree to include a similar mediation agreement with all contractors, subcontractors, consultants, suppliers and fabricators, thereby providing mediation as the primary method for dispute resolution between all parties. Unless otherwise agreed in writing, the mediation shall be governed by the current Construction Industry Mediation Rules of the American Arbitration Association ("AAA"). Mediation shall be a condition precedent to the initiation of any other dispute resolution process, including court actions.

**1.15 Changed Conditions.** If, during the term of this Agreement, circumstances or conditions that were not originally contemplated by or known to PROFESSIONAL are revealed, to the extent that they affect the scope of services, compensation, schedule, allocation of risks or other material terms of this Agreement, PROFESSIONAL may request an appropriate adjustment of this Agreement. PROFESSIONAL shall notify CLIENT of the changed conditions necessitating an adjustment, and PROFESSIONAL and CLIENT shall promptly and in good faith enter into discussions for an appropriate adjustment of this Agreement to address the changed conditions.

**1.16 Hazardous Materials.** Both parties acknowledge that PROFESSIONAL's scope of services does not include any services related to the presence of any hazardous or toxic materials. As such, under no circumstance shall PROFESSIONAL have any responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the project site or any adjacent area that may affect the project.

**1.17 Governing Law & Jurisdiction.** CLIENT and PROFESSIONAL agree that this Agreement and any legal actions concerning its validity, interpretation and performance shall be governed by the laws of the State of Michigan.

## SECTION 2 – FINANCIAL & USE OF DOCUMENTS

**2.1 Billing and Payment Terms.** *Payment Due:* Invoices shall be submitted by PROFESSIONAL (monthly) payment is due upon presentation and shall be considered past due if not paid within thirty (30) calendar days of the due date. *Interest:* If payment in full is not received by PROFESSIONAL within thirty (30) calendar days of the due date, invoices shall bear interest at one-and one-half (1.5) percent of the PAST DUE amount per month, which shall be calculated from the invoice due date. Payment thereafter shall first be applied to accrued interest and then to the unpaid principal.

**2.2 Suspension of Services.** If CLIENT fails to make payments when due or otherwise is in breach of this Agreement, PROFESSIONAL may elect to suspend performance of service upon ten (10) calendar days notice to CLIENT. PROFESSIONAL shall have no liability whatsoever to CLIENT for any costs or damages as a result of such suspension caused by any breach of this Agreement by CLIENT. Upon payment in full by CLIENT, PROFESSIONAL shall resume services under this Agreement, and the time scheduled and compensation shall be equitably adjusted to compensate for the period of suspension plus any other reasonable time and expenses necessary for PROFESSIONAL to resume performance.

**2.3 Termination of Services.** If CLIENT fails to make payment to PROFESSIONAL in accordance with the payment terms herein, this Spicer Group, Inc.

shall constitute a material breach of this Agreement and shall be cause for termination of this Agreement by PROFESSIONAL upon ten (10) calendar days' notice to CLIENT. PROFESSIONAL shall be paid in full for all services performed and expenses incurred through the date of termination upon presentment of PROFESSIONAL's final invoice. CLIENT shall have no right to withhold, back-charge or set-off against any amounts owed to PROFESSIONAL, regardless of whether the invoice or amount owed is for a monthly, suspension or termination related invoice.

**2.4 Collection of Costs.** In the event legal action is necessary to enforce the payment terms of this Agreement, PROFESSIONAL shall be entitled to collect from CLIENT any sums due, plus reasonable attorneys' fees, court costs and other expenses incurred by PROFESSIONAL in connection therewith and, in addition, the reasonable value of PROFESSIONAL's time and expenses spent in connection with such collection action, according to PROFESSIONAL's hourly fee schedule.

**2.5 Delays.** The CLIENT agrees that PROFESSIONAL is not responsible for damages arising directly or indirectly from any delays for causes beyond PROFESSIONAL's control. For purposes of this Agreement, such causes include, but are not limited to, strikes or other labor disputes; severe weather disruptions or other natural disasters; fires, riots, war or other emergencies or acts of God; failure of any government agency to act in timely manner; failure of performance by CLIENT or CLIENT's contractors or consultants; or discovery of any hazardous substances or differing site conditions.

In addition, if the delays resulting from any such causes increase the cost or time required by PROFESSIONAL to perform its services in an orderly and efficient manner, PROFESSIONAL shall be entitled to an equitable adjustment to its schedule and/or compensation.

**2.6 Delivery and Use of Electronic Files.** In accepting and utilizing any drawings, reports and data on any form of electronic media generated and furnished by the PROFESSIONAL, CLIENT agrees that all such electronic files are instruments of service of PROFESSIONAL, who shall be deemed the author, and shall retain all common law, statutory law and other rights, including copyrights.

CLIENT agrees not to reuse these electronic files, in whole or in part, for any purpose other than for the project. CLIENT agrees not to transfer these electronic files to others without the prior written consent of PROFESSIONAL. CLIENT further agrees to waive all claims against PROFESSIONAL resulting in any way from any unauthorized changes to or reuse of the electronic files for any other project by anyone other than PROFESSIONAL.

CLIENT and PROFESSIONAL agree that any electronic files furnished by either party shall conform to the original specifications. Any changes to the original electronic specifications by either CLIENT or PROFESSIONAL are subject to review and acceptance by the other party. Additional services by PROFESSIONAL made necessary by changes to the electronic file specifications shall entitle PROFESSIONAL to additional compensation.

Electronic files furnished by either party shall be subject to an acceptance period of fourteen (14) days during which the receiving party agrees to perform appropriate acceptance tests. The party furnishing the electronic file shall correct any discrepancies or errors detected and reported within the acceptance period. After the acceptance period, the electronic files shall be deemed to be accepted and neither party shall have any obligation to correct errors or maintain electronic files.

CLIENT is aware that differences may exist between the electronic files delivered and the printed hard-copy construction documents. In the event of a conflict between the signed construction documents prepared by PROFESSIONAL and electronic files, the signed or sealed hard-copy construction documents shall govern.

In addition, CLIENT agrees, to the fullest extent permitted by law, to defend, indemnify and hold harmless PROFESSIONAL, its officers, directors, employees and subconsultants from and against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, arising from any changes made to the electronic file by anyone other than PROFESSIONAL or from any reuse of the electronic files without the prior written consent of PROFESSIONAL.

Under no circumstances shall delivery of electronic files for use by CLIENT be deemed a sale by PROFESSIONAL, and PROFESSIONAL makes no warranties, either expressed or implied, of merchantability and/or fitness for any particular purpose. In no event shall PROFESSIONAL be liable for indirect or consequential damages as a result of CLIENT's use or reuse of the electronic files.

**2.7 Opinions of Probable Construction Costs.** In providing opinions of probable construction cost, CLIENT understands that PROFESSIONAL has no control over the cost or availability of labor, equipment or materials, or over market conditions or the contractor's method of pricing, and that PROFESSIONAL's opinions of probable construction costs are made on the basis of PROFESSIONAL's judgment and experience. PROFESSIONAL makes no warranty, express or implied that the bids or the negotiated cost of any construction work will not vary from PROFESSIONAL's opinion of probable construction costs.

### SECTION 3 – PROJECT PERFORMANCE

**3.1 Design Without Construction Administration.** Unless Authorized, it is understood and agreed that PROFESSIONAL's Basic Services under this Agreement do not include project observation or review of the contractor's performance or any other construction phase services, and that such services will be arranged by CLIENT. CLIENT assumes all responsibility for interpretation of the Contract Documents and for construction observation, and CLIENT waives any claims against PROFESSIONAL that may be in any way connected thereto.

**3.2 Record Drawings.** If authorized by the Agreement, upon completion of the construction work, PROFESSIONAL shall compile for and deliver to CLIENT a reproducible set of Record Documents based upon the marked-up record drawings, addenda, change orders and other data furnished by the contractor. These Record Documents will show significant changes made during construction. Because these Record Documents are based on unverified information provided by other parties, which PROFESSIONAL is entitled to rely upon, PROFESSIONAL cannot and does not warrant or make any other representation as to the accuracy of the Record Documents.

**3.3 Contingency Fund.** CLIENT and PROFESSIONAL agree that certain increased cost and changes may be required because of possible errors, omissions, ambiguities or inconsistencies in the drawings and specifications prepared by PROFESSIONAL and, therefore, that the final construction cost of the project may exceed the estimated construction cost and/or the cost of the work in any construction contract. CLIENT agrees to set aside a minimum reserve in the amount of not less than 10 percent of the project construction costs as a contingency to be used, as required, to pay for any such increased costs and changes. CLIENT further agrees to make no claim directly or through any other party against PROFESSIONAL or its subconsultants with respect to any increased costs within the contingency because of such Spicer Group, Inc.

changes or because of any claims made by the contractor relating to such changes.

**3.4 Lenders' Requirements.** PROFESSIONAL shall not be required to execute any documents subsequent to the signing of this Agreement that in any way might, in the sole judgement of PROFESSIONAL, increase PROFESSIONAL's contractual or legal obligations or risks, or adversely affect the availability or cost of its professional or general liability insurance.

**3.5 Client Requested Substitutions.** Upon request by CLIENT, PROFESSIONAL shall evaluate and make recommendations regarding substitutions of materials, products or equipment proposed by CLIENT's consultants or contractors. PROFESSIONAL shall be compensated for these services, as well as any services required to modify and coordinate the construction documents prepared by PROFESSIONAL with those of PROFESSIONAL's subconsultants and CLIENT's consultants, as additional services. PROFESSIONAL also shall be entitled to an adjustment in schedule caused by this additional effort.

**3.6 Certifications, Guarantees and Warranties.** PROFESSIONAL shall not be required to sign any documents, no matter by whom requested, that would result in PROFESSIONAL having to certify, guarantee or warrant the existence of conditions whose existence the PROFESSIONAL cannot ascertain. CLIENT also agrees not to make resolution of any dispute with PROFESSIONAL or payment of any amount due to PROFESSIONAL in any way contingent upon PROFESSIONAL's signing any such certification.

**3.7 Underground Improvements.** If requested, PROFESSIONAL and/or its subconsultants will provide services to conduct research that, in its professional opinion, is necessary and will prepare a plan indicating the locations for subsurface penetrations with respect to assumed locations of existing underground improvements. Such services by PROFESSIONAL and/or its subconsultant will be performed in a manner consistent with PROFESSIONAL'S professional standard of care. CLIENT understands and recognizes, however, that such research may not identify all underground improvements and that the information upon which PROFESSIONAL reasonably relies may contain errors or may be incomplete. Therefore, CLIENT agrees, to the fullest extent permitted by law, to waive all claims and causes of action against the Consultant and anyone for whom the Consultant may be legally liable for damages to underground improvements resulting from subsurface penetrations in locations established by PROFESSIONAL that are based on properly filed and available records of said underground improvements.

**3.9 Permits and Approvals.** PROFESSIONAL shall assist CLIENT in applying for those permits and approvals normally required by law for projects similar to the one for which PROFESSIONAL's services are being engaged. This assistance shall consist of completing and submitting forms to the appropriate regulatory agencies having jurisdiction over the construction documents, and other services normally provided by PROFESSIONAL and included in the scope of services of this Agreement.

**3.10 Jobsite Safety.** Neither the professional activities of PROFESSIONAL, nor the presence of PROFESSIONAL or its employees and subconsultants at a construction/project site, shall relieve the contractor of its obligations, duties and responsibilities including, but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending and coordinating the construction work in accordance with the contract documents and any health or safety precautions required by any regulatory agencies. PROFESSIONAL and its personnel have no

authority to exercise any control over any construction contractor or its employees in connection with their work or any health or safety programs or procedures. CLIENT agrees that the contractor shall be solely responsible for jobsite safety and warrants that this intent shall be carried out in CLIENT's contract with the contractor. CLIENT also agrees that its contract with the contractor shall provide that CLIENT, PROFESSIONAL, and PROFESSIONAL's subconsultants shall be indemnified by the contractor and shall be made additional insureds under the contractor's policies of general liability insurance.

**3.11 Construction Observation.** PROFESSIONAL shall visit the site, if requested and authorized, at intervals appropriate to the stage of construction, or as otherwise agreed to in writing by CLIENT and PROFESSIONAL, to generally observe the construction work and answer any questions that CLIENT may have. However, PROFESSIONAL shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the construction work, or to determine whether the construction work is being constructed in accordance with the contract documents. If CLIENT desires PROFESSIONAL to perform more frequent or comprehensive observations of the construction work, this Agreement shall be amended to specifically state the additional scope of service, along with the additional compensation to be paid to PROFESSIONAL for performing such service.

PROFESSIONAL shall not supervise, direct or have control over the contractor's work nor have any responsibility for the construction means, methods, techniques, sequences or procedures selected by the contractor nor for the contractor's safety precautions or programs in connection with the construction work. These are solely the obligation and responsibility of the contractor.

PROFESSIONAL shall not be responsible for any acts or omissions of the contractor, subcontractor, any entity performing any portions of the construction work, or any agents or employees of any of them. PROFESSIONAL shall not be responsible for the contractor's failure to perform its work in accordance with the contract documents, the construction documents, or any applicable laws, codes, rules or regulations.

**3.12 Verification of Existing Conditions.** Inasmuch as the remodeling and/or rehabilitation of existing structures requires that certain assumptions be made by PROFESSIONAL regarding existing conditions, and because some of these assumptions may not be verifiable without CLIENT expending substantial sums of money or destroying otherwise adequate or serviceable portions of the structure, CLIENT agrees to bear all costs, losses and expenses, including the cost of any necessary additional services of PROFESSIONAL, arising from the discovery of concealed or unknown conditions in any existing structures that are part of the project and PROFESSIONAL'S scope of service.

**3.13 Construction Layout.** If requested by CLIENT, or other authorized party, as detailed in the scope of services or as an additional service to this Agreement, PROFESSIONAL shall provide construction layout stakes sufficient for construction purposes. The stakes will reflect pertinent information from the construction bidding and contract documents. The stakes shall be set in place one time by PROFESSIONAL, staged and scheduled as requested by the contractor. After the stakes are set, it shall be the contractor's exclusive responsibility to protect the stakes from damage or removal. Once the stake is set, if the stake becomes unusable due to the contractor's negligence it shall be reset by PROFESSIONAL at the direction of CLIENT. The cost for resetting the stakes shall be paid to PROFESSIONAL by CLIENT.

**3.14 Right of Entry.** If applicable to the scope of services, CLIENT shall provide for PROFESSIONAL's right to enter from time to time property owned or controlled by CLIENT and/or other(s) in order for PROFESSIONAL to fulfill the scope of services indicated hereunder. CLIENT understands that use of testing or other equipment may unavoidably cause some damage, the correction of which is not the responsibility of PROFESSIONAL.

**3.15 Buried Utilities.** If applicable to the scope of services, CLIENT will furnish to PROFESSIONAL information identifying the type and location of utility lines and other man-made objects beneath the site's surface. PROFESSIONAL will take reasonable precautions to avoid damaging these man-made objects and will, prior to penetrating the site's surface furnish to CLIENT a plan indicating the locations intended for these penetrations with respect to what PROFESSIONAL has been told are the locations of utilities and other man-made objects beneath the site's surface. CLIENT will approve the location of these penetrations prior to their being made and will authorize PROFESSIONAL to proceed.

**3.16 Third-Party Beneficiaries.** Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the CLIENT or PROFESSIONAL. PROFESSIONAL'S services under this Agreement are being performed solely for CLIENT'S benefit, and no other party or entity shall have any claim against PROFESSIONAL because of this Agreement or the performance or nonperformance of services hereunder.

**3.17 Waiver of Consequential Damages.** CLIENT and PROFESSIONAL waive consequential damages for claims, disputes or other matters in question arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination or suspension of this Agreement.

**3.18 Contractor Submittals.** If requested, PROFESSIONAL shall review contractor's submittals such as shop drawings, product data and samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the plan and specifications issued by PROFESSIONAL. Review of such submittals is not for the purpose of determining the accuracy and completeness of other information such as dimensions, quantities, and installation or performance of equipment or systems, which are the contractor's responsibility. PROFESSIONAL's review shall not constitute approval of safety precautions or, unless otherwise specifically stated by PROFESSIONAL, of any construction means, methods, techniques, sequences or procedures. PROFESSIONAL's approval of a specific item shall not indicate approval of an assembly of which the item is a component.

**3.19 Project Information.** PROFESSIONAL shall be entitled to rely on the accuracy and completeness of services and information furnished by CLIENT, including services and information provided by other design professionals or consultants directly to CLIENT. These services and information include, but are not limited to, surveys, tests, reports, diagrams, drawings and legal information.

## SECTION 4 – MODIFICATIONS TO THE GENERAL CONDITIONS

**4.1 None.**

**PRELIMINARY ESTIMATE OF COST**  
**N MILLER RD SANITARY SEWER REHABILITATION**



**THOMAS TOWNSHIP**  
**SAGINAW COUNTY MICHIGAN**

<b>Item No.</b>	<b>Estimated Quantity</b>	<b>Unit</b>	<b>Description</b>	<b>Unit Price</b>	<b>Amount</b>
1.	1	Lump Sum	Mobilization	\$15,000.00	\$15,000.00
1.	2	Each	CIPM Liner 4' Concrete Manhole	\$15,000.00	\$30,000.00
6.	820	Lin Ft	CIPP Lining 24" RCP	\$175.00	\$143,500.00
7.	14	Each	Lateral Reinstatement	\$100.00	\$1,400.00
8.	820	Lin Ft	30-day Post-CCTV Inspection	\$5.00	\$4,100.00
9.	1	Lump Sum	Traffic Control	\$20,000.00	\$20,000.00
11.	1	Lump Sum	Clean Up	\$15,000.00	<u>\$15,000.00</u>
<b>Sub-Total - Sanitary Sewer Construction</b>					<b>\$229,000.00</b>
Engineering					\$20,000.00
Construction Administration, Staking and Inspection					\$22,500.00
Contingencies					<u>\$28,500.00</u>
<b>TOTAL PRELIMINARY ESTIMATE OF COST</b>					<b>\$300,000.00</b>

Spicer Group, Inc.  
November, 2025

**Thomas Township**  
**Building Department Activity Report ~ November 2025**

New Residential and Commercial Construction					
Permit Number	Work Description	Date Issued	Address	Permit Total	Construction Cost
266-25	Mobile-Home set-up	10/27/2025	1748 Cranberry Lake Cr.	\$ 98.00	\$ 3,500.00
284-25	New single-family home	11/13/2025	3196 Aspin Court	\$ 1,958.00	\$ 314,160.00
Total Permits = 2				\$2,056.00	\$317,660.00

Alteration/Addition Permits/Roof Replacements/Swimming Pool/Demolition/Pole Structure/Signs					
Permit Number	Work Description	Date Issued	Address	Permit Total	Construction Cost
250-25	Support beams & concrete pads	11/06/2025	431 Gaslight Lane	\$ 110.00	\$ 5,518.89
269-25	Wall sign - Redmond's Auto Collision	10/27/2025	7613 Gratiot Road	\$ 25.00	\$ 1,000.00
271-25	New ADA exit railings to meeting room	10/30/2025	8215 Shields Drive	\$ -	\$ 9,000.00
273-25	Replace shingles	10/31/2025	12250 Ederer Road	\$ 115.00	\$ 28,000.00
274-25	Replace shingles	10/31/2025	649 S. Gleaner Road	\$ 80.00	\$ 6,000.00
270-25	Replace shingles	11/03/2025	10145 Dice Road	\$ 80.00	\$ 14,367.98
272-25	New roof over existing deck	11/04/2025	630 Swanson Road	\$ 122.00	\$ 7,500.00
275-25	Replace shingles	11/04/2025	11200 Lady Slipper	\$ 80.00	\$ 9,000.00
276-25	Replace shingles	11/06/2025	12530 Gratiot Road	\$ 80.00	\$ 20,000.00
279-25	Replace shingles	11/06/2025	7920 Schirra Drive	\$ 80.00	\$ 22,000.00
280-25	Replace shingles	11/07/2025	436 Sparling Drive	\$ 80.00	\$ 11,000.00
281-25	Replace shingles	11/07/2025	475 Sparling Drive	\$ 80.00	\$ 10,000.00
282-25	Replace shingles	11/07/2025	7 Appleshire Court	\$ 80.00	\$ 67,310.25
278-25	Basement waterproofing	11/13/2025	7880 Chalet Drive	\$ 152.00	\$ 12,900.00
283-25	Replace shingles with rubber roof	11/13/2025	11091 Honeysuckle Lane	\$ 80.00	\$ 9,650.00
285-25	Replace shingles	11/13/2025	9693 W. Tittabawassee Rd	\$ 80.00	\$ 10,000.00
286-25	2-wall signs	11/13/2025	7212 Gratiot Road	\$ 25.00	\$ 2,700.00
287-25	Replace shingles	11/13/2025	7869 Geddes Road	\$ 80.00	\$ 22,000.00
289-25	Replace shingles	11/14/2025	1675 Thunderbird Drive	\$ 80.00	\$ 10,500.00
290-25	Remove and rebuild	11/20/2025	1400 McDivitt Court	\$ 200.00	\$ 20,935.19
291-25	Replace shingles	11/17/2025	11860 Geddes Road	\$ 80.00	\$ 6,500.00
292-25	Replace shingles	11/18/2025	11151 Daisy Lane	\$ 80.00	\$ 21,047.02
294-25	Replace shingles	11/20/2025	1046 Jacqueline	\$ 80.00	\$ 9,000.00
288-25	Signs	11/20/2025	8075 Gratiot Road	\$ 50.00	\$ 25.00
295-25	Road sign	11/20/2025	7916 Gratiot Road	\$ 25.00	\$ 3,500.00
293-25	Porch	11/24/2025	1835 Short Road	\$ 242.00	\$ 27,720.00
Total Permits = 26				\$ 2,266.00	\$ 367,174.33

Total Building Permits = 28    Total Permit Fees = \$40,322.00    Total Construction Fees = \$681,834.33

**Electrical Plumbing and Mechanical Activity Report ~ November 2025**

Electrical Permits				
Permit Number	Work Description	Date Issued	Address	Permit Total
103-25	Electric Door	10/28/2025	8215 Shields Drive	\$ 64.00
104-25	Safety Inspection	11/06/2025	2425 N. Graham Road	\$ 135.00
105-25	A/C Install	11/19/2025	1748 Cranberry Lake Circle	\$ 125.00
106-25	Safety inspection	11/19/2025	7148 McCliggott Road	\$ 135.00
107-25	Renovation to mobile home park	11/20/2025	1692 Appleblossom Lane	\$ 225.00
108-25	Safety Inspection	11/20/2025	9875 Schomaker Road	\$ 135.00
Total Permits = 6				\$ 819.00

Plumbing Permits				
Permit Number	Work Description	Date Issued	Address	Permit Total
50-25	Mobile-home set-up	10/27/2025	1748 Cranberry Lake Cr.	\$ 103.00
51-25	New single-family duplex	11/03/2025	219 Briarhill Lane	\$ 188.00
52-25	New single-family duplex	11/03/2025	213 Briarhill Lane	\$ 188.00
Total Permits = 3				\$ 479.00

Mechanical Permits				
Permit Number	Work Description	Date Issued	Address	Permit Total
149-25	New single-family duplex	10/29/2025	213 Briarhill Lane	\$ 185.00
150-25	New single-family duplex	10/29/2025	219 Briarhill Lane	\$ 185.00
151-25	Replace water heater	10/30/2025	3853 Lone Road	\$ 125.00
152-25	Replace water heater	10/30/2025	890 N. Miller Road	\$ 125.00
153-25	Replace furnace	10/30/2025	4200 Meadowbrook Drive	\$ 145.00
154-25	Gas to pool heater	10/31/2025	3690 N. Thomas Road	\$ 150.00
155-25	Replace water heater	11/03/2025	11302 Armstrong Drive S.	\$ 125.00
156-25	Replace furnace	11/05/2025	2454 Durham Drive	\$ 90.00
157-25	Install wood insert	11/05/2025	1650 N. River Road	\$ 70.00
158-25	Replace furnace	11/05/2025	4570 Curve Road	\$ 90.00
159-25	Replace furnace	11/12/2025	11237 Geddes Road	\$ 90.00
160-25	Direct vent fireplace	11/12/2025	2845 N. River Road	\$ 125.00
161-25	Install generator	11/17/2025	9720 Dice Road	\$ 145.00
162-25	Install A/C	11/19/2025	1748 Cranberry Lake Circle	\$ 130.00
163-25	Replace furnace and A/C	11/20/2025	11194 Lake Circle Drive N.	\$ 105.00
Total Permits = 15				\$ 1,885.00

Total Mechanical, Plumbing, and Electrical Permits = 24      Total Permit Fees = \$3,183.00

Code Enforcement Monthly Reports					
11/1/2025-11/24/2025					
Address	Category	Date Filed	Status	Date Closed	Complaint
1201 CURWOOD RD	Vehicle, Inop/Unlic	11/20/2025	Investigating		Truck with flat tires in driveway
12496 FROST RD	Multiple Violations	11/24/2025	Investigating		Car on trailer in driveway, too many cars for sale
1585 S GRAHAM RD	Junk, Trash, Debris	11/19/2025	Investigating		Yard, driveway, and porch full of junk and debris
1612 S RIVER RD	Vehicle, Inop/Unlic	11/19/2025	Investigating		Unlicensed vehicle in driveway
1802 LAKE CIRCLE W DR	Vehicle, Recreation	11/19/2025	Investigating		RV Parked in driveway
1916 LAKE CIRCLE W DR	Vehicle, Recreation	11/19/2025	Investigating		RV in driveway
247 VICTOR DR	Fence	11/05/2025	Resolved	11/19/2025	Fence - good side facing in, no gaps in front yard setback fencing
7100 HELEN DR	Vehicle, Inop/Unlic	11/07/2025	Investigating		Dismantled truck
7161 LONDON DR	Multiple Violations	11/18/2025	Investigating		Complaint of junk and debris, trash cans stored in front yard
7195 MCCLIGGOTT RD	Junk, Trash, Debris	11/06/2025	Investigating		Junk and debris in front yard
9463 SEAGREEN DR	Vehicle, Inop/Unlic	11/18/2025	Investigating		Unlicensed car in driveway
11					

**DISCONTINUED BUSINESSES:**

Shear Pleasure Cutting Center – 7950 Gratiot Suite 4  
Aflac – Jason Glick – 7628 Gratiot Suite 201

**NEW BUSINESSES:**

None

***AS OF: 11/24/2025***

November 2025

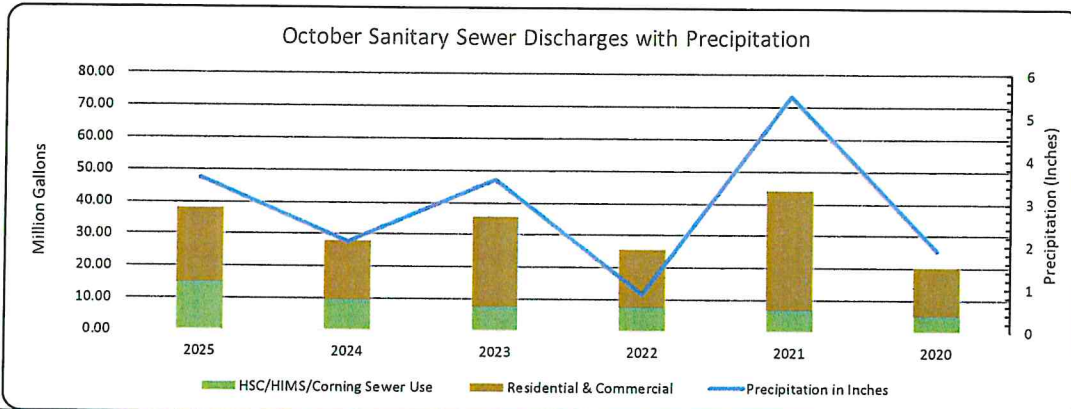
CURRENT COURT ACTION REPORT/CODE ENFORCEMENT

None

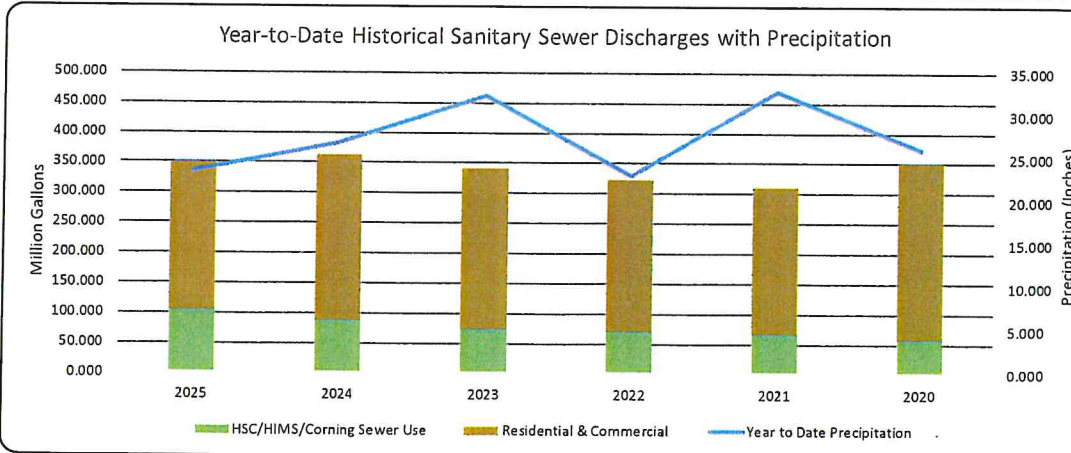
## Township Board Sanitary Sewer System Report

Oct-25

Monthly Sanitary Sewer Use Report (MG)			Historical Discharge (MG)				
	2025	% Change (5/yr AVG)	2024	2023	2022	2021	2020
Total Sanitary Sewer Discharged	38.14	24%	28.04	35.74	25.48	44.08	20.06
Average Daily Discharge	1.23	24%	0.90	1.15	0.82	1.42	0.65
HSC/HIMS/Corning Sewer Use	14.85	104%	9.47	7.42	7.45	6.92	5.15
Residential & Commercial	23.29	0%	18.57	28.32	18.03	37.16	14.91
% HSC/HIMS/CORNING Use	39%	56%	34%	21%	29%	16%	26%
Precipitation in Inches	3.55	28%	2.06	3.52	0.86	5.50	1.90
New Sewer Connections	0		0	0	0	0	1
Total Sewer Customers	3,532						



YTD Sanitary Sewer Use Report (MG)			Historical YTD Discharge Summary (MG)				
	2025	% Change (5/yr AVG)	2024	2023	2022	2021	2020
Year To Date Sewer Discharged	349.448	3%	362.9	341.6	322.1	309.5	352.5
HSC/HIMS/Corning Sewer Use	103.717	46%	87.5	73.0	69.9	66.9	57.6
Residential & Commercial	245.731	-8%	275.4	268.6	252.2	242.6	294.9
Year to Date Precipitation	23.440	-17%	26.7	32.3	23.0	32.8	26.0



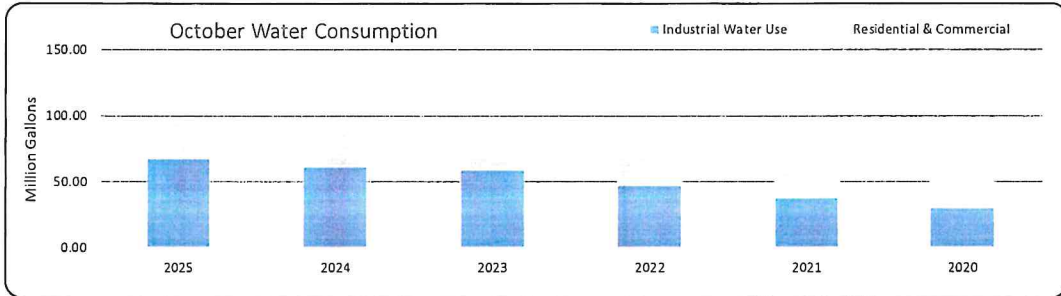
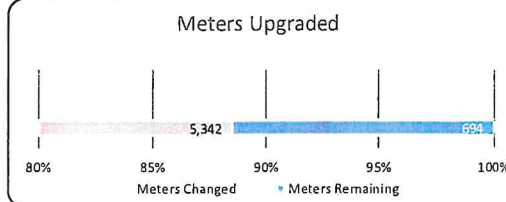
## Township Board Water System Report

Oct-25

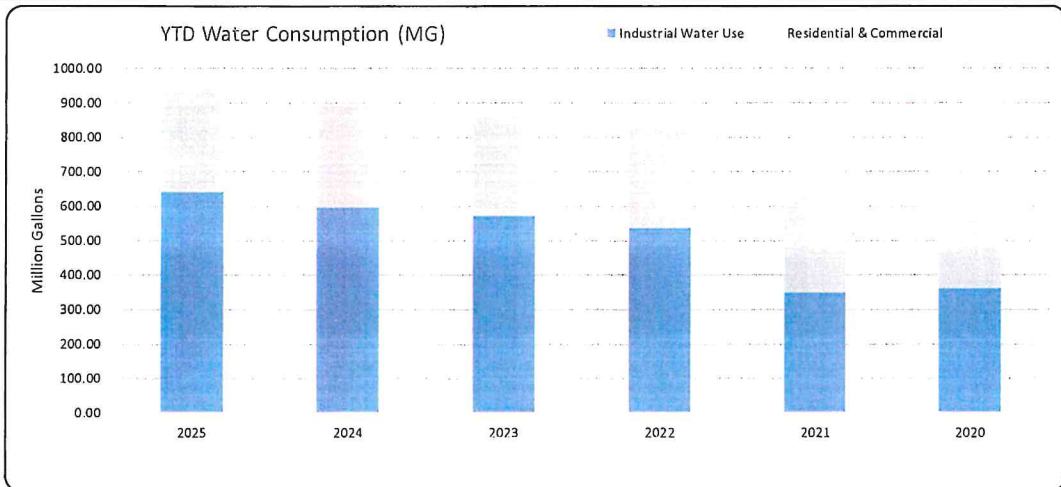
Monthly Water Use (MG)			Historical Monthly Water Use				
	2025	% Change (5/yr AVG)	2024	2023	2022	2021	2020
Total Water Consumption	94.27	35%	88.18	80.92	68.41	60.55	51.79
Average Daily Water Use	3.04	35%	2.84	2.61	2.21	1.95	1.67
Industrial Water Use	67.24	44%	60.64	58.25	46.72	37.77	29.67
% Total Water Use by Industry	71%	8%	69%	72%	68%	62%	57%
Residential & Commercial	27.03	16%	27.54	22.67	21.70	22.77	22.12
New Water Services	0		0	0	0	1	1
Water Meters Upgraded	15						
Total Water Customers	5,070						

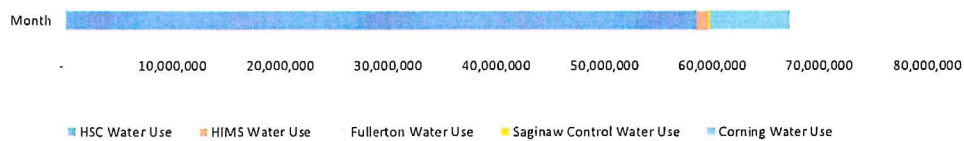
Industrial Water Use (MG)		
	Month	Year
HSC Water Use	58,546,023	613,553,430
HIMS Water Use	1,001,593	11,100,044
Fullerton Water Use	17,600	204,958
Saginaw Control Water Use	152,279	1,294,682
Corning Water Use	7,507,679	12,579,333



YTD Water Use (MG)			Historical Water Use				
	2025	% Change (5/yr AVG)	2024	2023	2022	2021	2020
Year To Date Water Use	943.47	20%	893.49	861.04	829.55	641.58	691.39
Industrial Water Use	639.56	33%	596.37	570.27	535.27	347.42	359.73
Residential & Commercial	303.91	1%	297.11	290.77	294.28	294.16	331.67



### Monthly Industrial Usage (MG)



REVENUE AND EXPENDITURE REPORT FOR THOMAS TOWNSHIP  
 PERIOD ENDING 11/30/2025

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2025 NORMAL (ABNORMAL)	MONTH 11/30/2025 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL OPERATING FUND						
Revenues						
Dept 000						
101-000-402.000	PROPERTY TAXES	557,815.00	128,965.35	429.00	428,849.65	23.12
101-000-402.100	STREET LIGHTS SPECIAL ASSESSM	60,000.00	0.00	0.00	60,000.00	0.00
101-000-402.125	SPEC ASSES GRT LKS TCH PK STL	5,200.00	0.00	0.00	5,200.00	0.00
101-000-402.150	SPEC ASSES GRT LKS TCH PK MTC	6,000.00	0.00	0.00	6,000.00	0.00
101-000-405.000	DEL'Q PERSONAL PROPERTY	200.00	394.64	35.57	(194.64)	197.32
101-000-410.000	PERSONAL PROPERTY TAXES	41,411.00	0.00	0.00	41,411.00	0.00
101-000-410.100	PERSONAL PROPERTY REPLACEMENT	72,259.00	75,662.81	0.00	(3,403.81)	104.71
101-000-437.000	I.F.T.	20,122.00	0.00	0.00	20,122.00	0.00
101-000-445.000	INTEREST/PENALTIES - TAX COLL	0.00	0.00	0.00	0.00	0.00
101-000-447.000	PROPERTY TAX ADMINISTRATION F	270,000.00	72,905.20	89.28	197,094.80	27.00
101-000-448.000	DOG LICENSE COLLECTION	200.00	0.00	0.00	200.00	0.00
101-000-449.000	MOBILE HOME FEES	2,800.00	2,305.50	666.00	494.50	82.34
101-000-450.000	LICENSE & PERMITS	0.00	0.00	0.00	0.00	0.00
101-000-454.000	FRANCHISE FEE CABLE TV	190,000.00	127,323.83	41,306.23	62,676.17	67.01
101-000-458.000	BUSINESS LICENSE	2,600.00	1,695.00	470.00	905.00	65.19
101-000-499.000	COMMUNITY DEVELOPMENT	15,000.00	10,527.75	1,325.00	4,472.25	70.19
101-000-500.000	CONSTRUCTION PERMITS	75,000.00	106,895.90	6,290.50	(31,895.90)	142.53
101-000-528.000	OTHER FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00
101-000-566.000	GRANT	44,530.00	65,352.62	0.00	(20,822.62)	146.76
101-000-566.200	GRANT MONIES NATURE CENTER/PRESERVE	77,000.00	112,222.66	112,222.66	(35,222.66)	145.74
101-000-569.000	OTHER STATE GRANTS	0.00	13,853.46	0.00	(13,853.46)	100.00
101-000-573.000	LOCAL COMMUNITY STABALIZATION SHARE	0.00	0.00	0.00	0.00	0.00
101-000-574.000	STATE REVENUE SHARING	1,331,008.00	695,436.00	0.00	635,572.00	52.25
101-000-606.000	ORDINANCE FINES	35,000.00	21,325.04	2,296.49	13,674.96	60.93
101-000-608.100	ADMINISTRATION FEE PROJECTS	300,000.00	207,837.71	0.00	92,162.29	69.28
101-000-612.000	METRO EXT TELE RIGHT-OF-WAY A	14,263.00	23,074.75	0.00	(8,811.75)	161.78
101-000-615.000	PASSPORT FEES	7,500.00	7,929.00	385.00	(429.00)	105.72
101-000-615.100	PASSPORT PHOTOS	0.00	0.00	0.00	0.00	0.00
101-000-628.000	PRINTED MATERIALS	100.00	570.24	249.00	(470.24)	570.24
101-000-640.763	PROGRAM FEES SOCCER	27,500.00	12,665.00	0.00	14,835.00	46.05
101-000-640.764	PROGRAM FEES YOUTH SOFTBALL	0.00	0.00	0.00	0.00	0.00
101-000-640.765	PROGRAM FEES ADULT SOFTBALL	2,680.00	2,995.00	0.00	(315.00)	111.75
101-000-640.766	PROGRAM FEES CLINICS	11,500.00	0.00	0.00	11,500.00	0.00
101-000-640.767	PROGRAM FEES BASKETBALL	11,500.00	3,430.00	2,720.00	8,070.00	29.83
101-000-640.768	PROGRAM FEES ARCHERY	6,000.00	1,047.00	362.00	4,953.00	17.45
101-000-640.769	PROGRAMS FEES VOLLEYBALL	3,690.00	3,240.00	0.00	450.00	87.80
101-000-640.770	5K RUN/WALK	0.00	0.00	0.00	0.00	0.00
101-000-640.771	PROGRAM FEES FLAG FOOTBALL	5,500.00	1,239.89	0.00	4,260.11	22.54
101-000-640.772	PROGRAM FEES/MEMBERSHIP NATURE CENTER	3,000.00	4,450.00	0.00	(1,450.00)	148.33
101-000-642.000	CEMETERY INCOME	15,000.00	13,653.00	2,795.00	1,347.00	91.02
101-000-644.000	DISCOUNT TICKETS	0.00	0.00	0.00	0.00	0.00
101-000-645.000	DAY CAMP	30,000.00	25,006.50	0.00	4,993.50	83.36
101-000-647.000	TRAIN	30,000.00	22,691.12	0.00	7,308.88	75.64
101-000-647.100	WINTER WONDERLAND REVENUE	8,000.00	0.00	0.00	8,000.00	0.00
101-000-648.000	SWIM PROGRAMS	18,000.00	7,785.00	0.00	10,215.00	43.25
101-000-649.000	SALES	700.00	0.00	0.00	700.00	0.00
101-000-650.000	CONCESSIONS	4,000.00	947.98	0.00	3,052.02	23.70
101-000-652.000	NSF CHECK FEE	100.00	140.00	0.00	(40.00)	140.00
101-000-665.000	INTEREST EARNED	100,000.00	76,434.90	0.00	23,565.10	76.43
101-000-665.277	OWENS TRUST	0.00	0.00	0.00	0.00	0.00
101-000-667.000	PAVILION RENTAL	7,000.00	5,150.00	0.00	1,850.00	73.57
101-000-667.025	FARMER'S MARKET REVENUE	0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 11/30/2025

		2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	11/30/2025	MONTH 11/30/2025	BALANCE	% BDGT
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 101 - GENERAL OPERATING FUND						
Revenues						
101-000-667.050	ROBERTS FIELD RENTAL	0.00	0.00	0.00	0.00	0.00
101-000-667.100	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00
101-000-667.150	BUILDING RENTAL REVENUE NATURE PRESERVE	5,000.00	200.00	0.00	4,800.00	4.00
101-000-667.200	LEASE AGREEMENTS	0.00	0.00	0.00	0.00	0.00
101-000-671.000	MISCELLANEOUS PARKS	0.00	0.00	0.00	0.00	0.00
101-000-672.000	ADMIN FEES FROM OTHER FUNDS	306,000.00	11,600.00	0.00	294,400.00	3.79
101-000-673.000	SALE OF ASSETS/INVENTORY	0.00	10,117.00	3,500.00	(10,117.00)	100.00
101-000-673.100	SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
101-000-675.000	DONATIONS/CONTRIBUTION	350,000.00	451,638.00	0.00	(101,638.00)	129.04
101-000-675.050	SPONSORSHIP WINTER WONDERLAND	17,000.00	14,200.00	6,500.00	2,800.00	83.53
101-000-675.300	DONATIONS-NATURE PRESERVE	1,000.00	88.00	0.00	912.00	8.80
101-000-675.325	DONATIONS-ROETHKE IMPROVEMENT	0.00	0.00	0.00	0.00	0.00
101-000-675.772	DONATIONS NATURE CENTER/PRESERVE	0.00	0.00	0.00	0.00	0.00
101-000-676.000	REFUNDS-REBATES	0.00	20.00	0.00	(20.00)	100.00
101-000-677.000	REIMBURSEMENTS	0.00	8,151.94	0.00	(8,151.94)	100.00
101-000-677.100	SET PARCEL REIMBURSEMENTS	13,418.00	13,405.00	0.00	13.00	99.90
101-000-677.150	REIMBURSEMENTS PARKS	0.00	0.00	0.00	0.00	0.00
101-000-677.200	REIMBURSEMENTS ELECTIONS	0.00	0.00	0.00	0.00	0.00
101-000-687.000	REFUNDS/REBATES	0.00	0.00	0.00	0.00	0.00
101-000-693.000	MISCELLANEOUS	350,868.00	44,592.75	314.00	306,275.25	12.71
101-000-694.000	CASH OVER/SHORT	0.00	0.00	0.00	0.00	0.00
101-000-698.000	BOND ISSUANCE	0.00	0.00	0.00	0.00	0.00
101-000-699.101	TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00
101-000-699.408	DUE FROM PARKS CI	0.00	0.00	0.00	0.00	0.00
101-000-699.590	TRANSFER INN FROM SEWER	0.00	0.00	0.00	0.00	0.00
101-000-699.591	TRANSFER IN FROM WATER	0.00	0.00	0.00	0.00	0.00
101-000-699.974	TRANS FROM GEN'L FUND CAP IMP	0.00	0.00	0.00	0.00	0.00
Total Dept 000		4,455,464.00	2,409,165.54	181,955.73	2,046,298.46	54.07
TOTAL REVENUES		4,455,464.00	2,409,165.54	181,955.73	2,046,298.46	54.07
Expenditures						
Dept 101 - BOARD-LEGISLATIVE						
101-101-702.101	SALARY TRUSTEES	7,545.00	4,575.69	431.24	2,969.31	60.65
101-101-702.171	SALARY SUPERVISOR	12,825.00	8,397.95	495.10	4,427.05	65.48
101-101-702.215	SALARY CLERK	12,825.00	8,397.95	495.10	4,427.05	65.48
101-101-702.253	SALARY TREASURER	12,825.00	8,397.95	495.10	4,427.05	65.48
101-101-715.000	FICA EMPLOYER CONTRIBUTION	3,520.00	2,277.37	146.61	1,242.63	64.70
101-101-718.000	PENSION EMPLOYER CONTRIBUTION	5,522.00	3,389.30	219.01	2,132.70	61.38
101-101-719.000	WORKMEN'S COMP	200.00	17.16	1.10	182.84	8.58
101-101-740.000	OPERATING SUPPLIES	500.00	0.00	0.00	500.00	0.00
101-101-745.000	OPERATING SUPPLIES OFFICE EQUIP/FURNITU	0.00	2,531.10	0.00	(2,531.10)	100.00
101-101-802.000	LEGAL SERVICES	14,000.00	8,967.00	900.00	5,033.00	64.05
101-101-804.000	MEMBERSHIP & DUES	8,200.00	7,764.14	0.00	435.86	94.68
101-101-817.000	PROFESSIONAL SERVICES	0.00	437.50	0.00	(437.50)	100.00
101-101-900.000	LEGAL NOTICES	6,000.00	3,215.74	208.60	2,784.26	53.60
101-101-910.000	INSURANCE GENERAL LIABILITY	700.00	610.57	0.00	89.43	87.22
101-101-956.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
101-101-960.000	EDUCATION & TRAINING	2,500.00	857.52	0.00	1,642.48	34.30

REVENUE AND EXPENDITURE REPORT FOR THOMAS TOWNSHIP  
PERIOD ENDING 11/30/2025

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2025 (ABNORMAL)	MONTH 11/30/2025 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL OPERATING FUND						
Expenditures						
Total Dept 101 - BOARD-LEGISLATIVE		87,162.00	59,836.94	3,391.86	27,325.06	68.65
Dept 172 - MANAGER-ADMINISTRATIVE						
101-172-704.000	SALARIES FULL-TIME	130,000.00	84,667.18	4,991.54	45,332.82	65.13
101-172-704.250	SALARY-STIPEND DEGREE	2,000.00	2,076.84	76.92	(76.84)	103.84
101-172-704.400	SICK DAY PAY OUT	3,000.00	0.00	0.00	3,000.00	0.00
101-172-704.716	WAGES IN LIEU OF HEALTH INSUR	0.00	1,333.33	0.00	(1,333.33)	100.00
101-172-715.000	FICA EMPLOYER CONTRIBUTION	10,328.00	6,544.52	383.11	3,783.48	63.37
101-172-716.000	HEALTH INSURANCE	27,500.00	18,900.80	0.00	8,599.20	68.73
101-172-716.050	HEALTH SAVINGS ACCOUNT	5,100.00	4,327.47	53.45	772.53	84.85
101-172-716.100	VISION/SHORT TERM DISAB/LIFE	1,000.00	839.42	0.00	160.58	83.94
101-172-716.200	DENTAL INSURANCE	1,050.00	741.23	0.00	308.77	70.59
101-172-716.300	INSURANCE LONG TERM DISABILIT	275.00	209.96	0.00	65.04	76.35
101-172-716.600	RETIREE HEALTH INS SUPPLEMENT	0.00	0.00	0.00	0.00	0.00
101-172-718.000	PENSION EMPLOYER CONTRIBUTION	15,600.00	11,159.24	641.45	4,440.76	71.53
101-172-718.100	DEFERRED COMPENSATIONS CONTRI	1,000.00	208.00	0.00	792.00	20.80
101-172-719.000	WORKMEN'S COMP	375.00	149.08	8.60	225.92	39.75
101-172-720.000	VEHICLE ALLOWANCE	7,200.00	4,707.64	276.92	2,492.36	65.38
101-172-740.000	OPERATING SUPPLIES	2,000.00	801.42	306.02	1,198.58	40.07
101-172-745.000	OPERATING SUPPLIES OFFICE EQUIP/FURNITU	750.00	508.04	0.00	241.96	67.74
101-172-804.000	MEMBERSHIP & DUES	1,398.00	1,750.37	0.00	(352.37)	125.21
101-172-810.000	CONTRACTED SERVICES	750.00	125.00	0.00	625.00	16.67
101-172-817.000	PROFESSIONAL SERVICES	300.00	64.76	0.00	235.24	21.59
101-172-850.100	WIRELESS COMMUNICATIONS	150.00	67.39	0.00	82.61	44.93
101-172-910.000	INSURANCE GENERAL LIABILITY	1,200.00	485.68	0.00	714.32	40.47
101-172-930.000	REPAIRS/MAINTENANCE	1,800.00	0.00	0.00	1,800.00	0.00
101-172-936.000	MAINTENANCE AGREEMENTS	200.00	166.66	0.00	33.34	83.33
101-172-956.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
101-172-960.000	EDUCATION & TRAINING	2,000.00	408.00	0.00	1,592.00	20.40
101-172-970.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
Total Dept 172 - MANAGER-ADMINISTRATIVE		214,976.00	140,242.03	6,738.01	74,733.97	65.24
Dept 191 - ELECTIONS						
101-191-704.100	WAGES FULL-TIME HOURLY	1,200.00	0.00	0.00	1,200.00	0.00
101-191-705.000	WAGES PART-TIME HOURLY	7,000.00	7,065.43	1,011.98	(65.43)	100.93
101-191-705.125	WAGES ELECTION INSPECTORS	3,000.00	0.00	0.00	3,000.00	0.00
101-191-715.000	FICA EMPLOYER CONTRIBUTION	630.00	540.51	77.42	89.49	85.80
101-191-716.050	HEALTH SAVINGS ACCOUNT	12.00	0.00	0.00	12.00	0.00
101-191-718.000	PENSION EMPLOYER CONTRIBUTION	144.00	0.00	0.00	144.00	0.00
101-191-719.000	WORKMEN'S COMP	50.00	11.32	1.62	38.68	22.64
101-191-740.000	OPERATING SUPPLIES	12,000.00	7,577.03	99.15	4,422.97	63.14
101-191-745.000	OPERATING SUPPLIES OFFICE EQUIP/FURNITU	6,350.00	0.00	0.00	6,350.00	0.00
101-191-810.000	CONTRACTED SERVICES	20,000.00	505.00	505.00	19,495.00	2.53
101-191-817.000	PROFESSIONAL SERVICES	4,000.00	0.00	0.00	4,000.00	0.00
101-191-818.000	ELECTION INSPECTORS	0.00	0.00	0.00	0.00	0.00
101-191-900.000	LEGAL NOTICES	350.00	0.00	0.00	350.00	0.00
101-191-910.000	INSURANCE GENERAL LIABILITY	450.00	162.76	0.00	287.24	36.17
101-191-930.000	REPAIRS/MAINTENANCE	100.00	0.00	0.00	100.00	0.00
101-191-936.000	MAINTENANCE AGREEMENTS	8,500.00	700.00	0.00	7,800.00	8.24
101-191-956.000	MISCELLANEOUS	1,000.00	0.00	0.00	1,000.00	0.00
101-191-960.000	EDUCATION & TRAINING	0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 11/30/2025

		2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT
GL NUMBER	DESCRIPTION	AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 11/30/2025	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Total Dept 191 - ELECTIONS		64,786.00	16,562.05	1,695.17		48,223.95	25.56
Dept 215 - CLERK							
101-215-704.000	SALARIES FULL-TIME	63,995.00	41,749.83	2,461.35		22,245.17	65.24
101-215-704.150	SALARY DEPUTY	2,132.00	1,347.69	79.23		784.31	63.21
101-215-704.250	SALARY-STIPEND DEGREE	0.00	0.00	0.00		0.00	0.00
101-215-704.275	SALARY STIPEND-CERTIFICATION	1,500.00	1,026.88	57.69		473.12	68.46
101-215-704.400	SICK DAY PAY OUT	1,000.00	0.00	0.00		1,000.00	0.00
101-215-704.716	WAGES IN LIEU OF HEALTH INSURA	0.00	0.00	0.00		0.00	0.00
101-215-705.000	WAGES PART-TIME HOURLY	0.00	0.00	0.00		0.00	0.00
101-215-715.000	FICA EMPLOYER CONTRIBUTION	5,250.00	3,289.74	193.72		1,960.26	62.66
101-215-716.000	HEALTH INSURANCE	26,000.00	18,466.35	0.00		7,533.65	71.02
101-215-716.050	HEALTH SAVINGS ACCOUNT	4,600.00	4,191.21	25.98		408.79	91.11
101-215-716.100	VISION/SHORT TERM DISAB/LIFE	871.00	527.61	0.00		343.39	60.58
101-215-716.200	DENTAL INSURANCE	1,907.00	1,249.64	0.00		657.36	65.53
101-215-716.300	INSURANCE LONG TERM DISABILIT	125.00	119.44	0.00		5.56	95.55
101-215-718.000	PENSION EMPLOYER CONTRIBUTION	7,549.00	4,853.69	285.81		2,695.31	64.30
101-215-718.100	DEFERRED COMPENSATIONS CONTRIB	0.00	0.00	0.00		0.00	0.00
101-215-719.000	WORKMEN'S COMP	260.00	70.59	4.15		189.41	27.15
101-215-740.000	OPERATING SUPPLIES	2,000.00	741.53	55.20		1,258.47	37.08
101-215-745.000	OPERATING SUPPLIES OFFICE EQUIP/FURNITU	2,000.00	0.00	0.00		2,000.00	0.00
101-215-802.000	LEGAL SERVICES	0.00	0.00	0.00		0.00	0.00
101-215-804.000	MEMBERSHIP & DUES	360.00	0.00	0.00		360.00	0.00
101-215-810.000	CONTRACTED SERVICES	500.00	0.00	0.00		500.00	0.00
101-215-817.000	PROFESSIONAL SERVICES	300.00	64.76	0.00		235.24	21.59
101-215-900.000	LEGAL NOTICES	250.00	0.00	0.00		250.00	0.00
101-215-900.100	PUBLICATIONS	30,000.00	15,314.33	0.00		14,685.67	51.05
101-215-900.300	CODIFICATION OF ORDINANCE	4,000.00	1,792.80	0.00		2,207.20	44.82
101-215-910.000	INSURANCE GENERAL LIABILITY	950.00	362.64	0.00		587.36	38.17
101-215-930.000	REPAIRS/MAINTENANCE	100.00	0.00	0.00		100.00	0.00
101-215-936.000	MAINTENANCE AGREEMENTS	200.00	333.33	0.00		(133.33)	166.67
101-215-956.000	MISCELLANEOUS	100.00	0.00	0.00		100.00	0.00
101-215-960.000	EDUCATION & TRAINING	1,800.00	766.81	162.28		1,033.19	42.60
Total Dept 215 - CLERK		157,749.00	96,268.87	3,325.41		61,480.13	61.03
Dept 253 - TREASURER-FINANCE DEPARTMENT							
101-253-704.000	SALARIES FULL-TIME	78,280.00	47,551.73	2,804.15		30,728.27	60.75
101-253-704.050	SALARIES FULL-TIME ASSISTANT	57,680.00	37,798.92	2,229.23		19,881.08	65.53
101-253-704.150	SALARY DEPUTY	2,060.00	1,346.91	79.23		713.09	65.38
101-253-704.200	WAGES FULL-TIME CLERICAL	3,900.00	2,843.00	167.56		1,057.00	72.90
101-253-704.250	SALARY-STIPEND DEGREE	2,750.00	1,797.92	105.76		952.08	65.38
101-253-704.275	SALARY STIPEND-CERTIFICATION	1,500.00	980.73	57.69		519.27	65.38
101-253-704.400	SICK DAY PAY OUT	400.00	0.00	0.00		400.00	0.00
101-253-704.716	WAGES IN LIEU OF HEALTH INSUR	400.00	0.00	0.00		400.00	0.00
101-253-705.000	WAGES PART-TIME HOURLY	43,000.00	28,236.42	1,591.13		14,763.58	65.67
101-253-715.000	FICA EMPLOYER CONTRIBUTION	14,776.00	9,409.23	528.03		5,366.77	63.68
101-253-716.000	HEALTH INSURANCE	19,375.00	14,546.16	0.00		4,828.84	75.08
101-253-716.050	HEALTH SAVINGS ACCOUNT	6,900.00	6,884.22	54.44		15.78	99.77
101-253-716.100	VISION/SHORT TERM DISAB/LIFE	1,911.00	1,064.04	0.00		846.96	55.68
101-253-716.200	DENTAL INSURANCE	2,612.00	1,248.27	0.00		1,363.73	47.79

REVENUE AND EXPENDITURE REPORT FOR THOMAS TOWNSHIP  
 PERIOD ENDING 11/30/2025

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2025 NORMAL (ABNORMAL)	MONTH 11/30/2025 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL OPERATING FUND						
Expenditures						
101-253-716.300	INSURANCE LONG TERM DISABILIT	380.00	251.36	0.00	128.64	66.15
101-253-716.600	RETIREE HEALTH INS SUPPLEMENT	2,000.00	1,400.00	0.00	600.00	70.00
101-253-718.000	PENSION EMPLOYER CONTRIBUTION	17,683.00	11,078.32	653.24	6,604.68	62.65
101-253-718.100	DEFERRED COMPENSATIONS CONTRI	0.00	0.00	0.00	0.00	0.00
101-253-719.000	WORKMEN'S COMP	750.00	192.98	11.26	557.02	25.73
101-253-740.000	OPERATING SUPPLIES	8,500.00	3,443.58	91.12	5,056.42	40.51
101-253-745.000	OPERATING SUPPLIES OFFICE EQUIP/FURNITU	3,000.00	755.17	0.00	2,244.83	25.17
101-253-802.000	LEGAL SERVICES	500.00	63.50	0.00	436.50	12.70
101-253-803.000	AUDIT	6,500.00	2,300.00	0.00	4,200.00	35.38
101-253-804.000	MEMBERSHIP & DUES	1,090.00	503.00	404.00	587.00	46.15
101-253-810.000	CONTRACTED SERVICES	9,000.00	843.75	0.00	8,156.25	9.38
101-253-817.000	PROFESSIONAL SERVICES	5,500.00	194.27	0.00	5,305.73	3.53
101-253-830.000	TAX ROLL PREPARATION	38,945.00	15,007.80	0.00	23,937.20	38.54
101-253-910.000	INSURANCE GENERAL LIABILITY	1,500.00	756.04	0.00	743.96	50.40
101-253-930.000	REPAIRS/MAINTENANCE	500.00	0.00	0.00	500.00	0.00
101-253-936.000	MAINTENANCE AGREEMENTS	5,977.00	0.00	0.00	5,977.00	0.00
101-253-956.000	MISCELLANEOUS	250.00	60.00	0.00	190.00	24.00
101-253-960.000	EDUCATION & TRAINING	3,100.00	953.11	(260.89)	2,146.89	30.75
Total Dept 253 - TREASURER-FINANCE DEPARTMENT		340,719.00	191,510.43	8,515.95	149,208.57	56.21
Dept 257 - ASSESSING						
101-257-703.100	SALARY BOARD OF REVIEW	3,000.00	250.00	0.00	2,750.00	8.33
101-257-704.000	SALARIES FULL-TIME	8,742.00	5,729.72	337.80	3,012.28	65.54
101-257-704.075	SALARY FULL-TIME - ASSESSOR	0.00	0.00	0.00	0.00	0.00
101-257-704.100	WAGES FULL-TIME HOURLY	0.00	0.00	0.00	0.00	0.00
101-257-704.200	WAGES FULL-TIME CLERICAL	0.00	0.00	0.00	0.00	0.00
101-257-704.250	SALARY-STIPEND DEGREE	250.00	163.53	9.62	86.47	65.41
101-257-704.400	SICK DAY PAY OUT	300.00	0.00	0.00	300.00	0.00
101-257-704.716	WAGES IN LIEU OF HEALTH INSUR	400.00	300.01	0.00	99.99	75.00
101-257-705.000	WAGES PART-TIME HOURLY	0.00	0.00	0.00	0.00	0.00
101-257-705.100	WAGES PART-TIME ASSESSOR	0.00	0.00	0.00	0.00	0.00
101-257-715.000	FICA EMPLOYER CONTRIBUTION	971.00	498.73	27.00	472.27	51.36
101-257-716.000	HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00
101-257-716.050	HEALTH SAVINGS ACCOUNT	0.00	0.00	0.00	0.00	0.00
101-257-716.100	VISION/SHORT TERM DISAB/LIFE	120.00	77.66	0.00	42.34	64.72
101-257-716.200	DENTAL INSURANCE	250.00	125.00	0.00	125.00	50.00
101-257-716.300	INSURANCE LONG TERM DISABILIT	50.00	16.39	0.00	33.61	32.78
101-257-716.600	RETIREE HEALTH INS SUPPLEMENT	0.00	0.00	0.00	0.00	0.00
101-257-718.000	PENSION EMPLOYER CONTRIBUTION	1,067.00	687.62	38.59	379.38	64.44
101-257-718.100	DEFERRED COMPENSATIONS CONTRI	89.00	57.46	3.38	31.54	64.56
101-257-719.000	WORKMEN'S COMP	50.00	11.37	0.64	38.63	22.74
101-257-740.000	OPERATING SUPPLIES	3,400.00	319.80	0.00	3,080.20	9.41
101-257-745.000	OPERATING SUPPLIES OFFICE EQUIP/FURNITU	0.00	0.00	0.00	0.00	0.00
101-257-802.000	LEGAL SERVICES	4,000.00	0.00	0.00	4,000.00	0.00
101-257-804.000	MEMBERSHIP & DUES	365.00	0.00	0.00	365.00	0.00
101-257-810.000	CONTRACTED SERVICES	100,000.00	64,789.57	8,133.33	35,210.43	64.79
101-257-817.000	PROFESSIONAL SERVICES	7,500.00	49.75	0.00	7,450.25	0.66
101-257-900.000	LEGAL NOTICES	1,000.00	1,010.00	0.00	(10.00)	101.00
101-257-910.000	INSURANCE GENERAL LIABILITY	2,500.00	1,719.25	0.00	780.75	68.77
101-257-936.000	MAINTENANCE AGREEMENTS	3,300.00	2,621.67	0.00	678.33	79.44
101-257-938.100	GAS & DIESEL FUEL	200.00	0.00	0.00	200.00	0.00

REVENUE AND EXPENDITURE REPORT FOR THOMAS TOWNSHIP  
 PERIOD ENDING 11/30/2025

		2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 11/30/2025	BALANCE	% BDGT
				INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 101 - GENERAL OPERATING FUND						
Expenditures						
101-257-960.000	EDUCATION & TRAINING	500.00	0.00	0.00	500.00	0.00
Total Dept 257 - ASSESSING		138,054.00	78,427.53	8,550.36	59,626.47	56.81
Dept 265 - BUILDING & GROUNDS						
101-265-704.100	WAGES FULL-TIME HOURLY	8,000.00	4,852.83	0.00	3,147.17	60.66
101-265-705.000	WAGES PART-TIME HOURLY	200.00	16.00	0.00	184.00	8.00
101-265-710.000	WAGES OVERTIME	3,300.00	455.95	0.00	2,844.05	13.82
101-265-712.000	WAGES JANITORIAL	18,000.00	12,580.20	741.60	5,419.80	69.89
101-265-715.000	FICA EMPLOYER CONTRIBUTION	2,270.00	1,343.72	56.74	926.28	59.19
101-265-716.000	HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00
101-265-716.050	HEALTH SAVINGS ACCOUNT	80.00	342.35	0.00	(262.35)	427.94
101-265-718.000	PENSION EMPLOYER CONTRIBUTION	1,356.00	637.05	0.00	718.95	46.98
101-265-719.000	WORKMEN'S COMP	1,300.00	297.05	12.82	1,002.95	22.85
101-265-740.000	OPERATING SUPPLIES	31,500.00	11,390.35	1,365.57	20,109.65	36.16
101-265-740.125	OPERATING SUPPLIES PASSPORT P	1,200.00	951.83	351.83	248.17	79.32
101-265-740.600	BEAUTIFICATION DAY	500.00	0.00	0.00	500.00	0.00
101-265-740.650	SEASONAL BANNERS/HOLIDAY LIGH	1,000.00	2,610.00	0.00	(1,610.00)	261.00
101-265-745.000	OPERATING SUPPLIES OFFICE EQUIP/FURNITU	1,300.00	7,878.16	0.00	(6,578.16)	606.01
101-265-810.000	CONTRACTED SERVICES	19,000.00	18,930.91	455.50	69.09	99.64
101-265-810.100	CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0.00
101-265-817.000	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00
101-265-850.000	TELEPHONE	7,872.00	4,299.59	613.62	3,572.41	54.62
101-265-910.000	INSURANCE GENERAL LIABILITY	8,000.00	6,732.52	0.00	1,267.48	84.16
101-265-920.000	UTILITIES	29,000.00	16,109.77	0.00	12,890.23	55.55
101-265-930.000	REPAIRS/MAINTENANCE	26,000.00	40,904.50	1,296.00	(14,904.50)	157.33
101-265-936.000	MAINTENANCE AGREEMENTS	2,500.00	978.32	0.00	1,521.68	39.13
101-265-938.000	VEHICLE EXPENSE	0.00	0.00	0.00	0.00	0.00
101-265-940.100	EQUIPMENT RENTAL	3,500.00	1,819.54	0.00	1,680.46	51.99
101-265-970.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
101-265-974.000	CAPITAL IMPROVEMENTS	425,000.00	191,248.39	0.00	233,751.61	45.00
Total Dept 265 - BUILDING & GROUNDS		590,878.00	324,379.03	4,893.68	266,498.97	54.90
Dept 276 - CEMETERY						
101-276-704.100	WAGES FULL-TIME HOURLY	5,000.00	2,780.19	213.34	2,219.81	55.60
101-276-705.000	WAGES PART-TIME HOURLY	500.00	0.00	0.00	500.00	0.00
101-276-710.000	WAGES OVERTIME	1,500.00	410.80	215.91	1,089.20	27.39
101-276-715.000	FICA EMPLOYER CONTRIBUTION	534.00	229.85	30.97	304.15	43.04
101-276-716.050	HEALTH SAVINGS ACCOUNT	250.00	27.83	2.14	222.17	11.13
101-276-718.000	PENSION EMPLOYER CONTRIBUTION	770.00	382.96	51.52	387.04	49.74
101-276-719.000	WORKMEN'S COMP	65.00	36.97	3.67	28.03	56.88
101-276-740.000	OPERATING SUPPLIES	100.00	0.00	0.00	100.00	0.00
101-276-810.000	CONTRACTED SERVICES	17,750.00	13,760.49	0.00	3,989.51	77.52
101-276-810.100	CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0.00
101-276-910.000	INSURANCE GENERAL LIABILITY	150.00	100.74	0.00	49.26	67.16
101-276-930.000	REPAIRS/MAINTENANCE	6,000.00	2,609.85	56.86	3,390.15	43.50
101-276-936.000	MAINTENANCE AGREEMENTS	0.00	0.00	0.00	0.00	0.00
101-276-940.100	EQUIPMENT RENTAL	3,320.00	1,207.61	0.00	2,112.39	36.37
101-276-970.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
101-276-974.000	CAPITAL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00

REVENUE AND EXPENDITURE REPORT FOR THOMAS TOWNSHIP  
 PERIOD ENDING 11/30/2025

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2025 NORMAL (ABNORMAL)	MONTH 11/30/2025 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL OPERATING FUND						
Expenditures						
Total Dept 276 - CEMETERY		35,939.00	21,547.29	574.41	14,391.71	59.96
Dept 282 - GREAT LAKES TECH PARK MTCE						
101-282-704.100	WAGES FULL-TIME HOURLY	0.00	0.00	0.00	0.00	0.00
101-282-715.000	FICA EMPLOYER CONTRIBUTION	0.00	0.00	0.00	0.00	0.00
101-282-716.050	HEALTH SAVINGS ACCOUNT	0.00	0.00	0.00	0.00	0.00
101-282-718.000	PENSION EMPLOYER CONTRIBUTION	0.00	0.00	0.00	0.00	0.00
101-282-719.000	WORKMEN'S COMP	0.00	0.00	0.00	0.00	0.00
101-282-810.000	CONTRACTED SERVICES	5,500.00	5,200.02	0.00	299.98	94.55
101-282-920.000	UTILITIES	3,000.00	964.27	0.00	2,035.73	32.14
101-282-930.000	REPAIRS/MAINTENANCE	3,000.00	1,240.00	0.00	1,760.00	41.33
Total Dept 282 - GREAT LAKES TECH PARK MTCE		11,500.00	7,404.29	0.00	4,095.71	64.39
Dept 371 - COMMUNITY DEVELOPMENT						
101-371-703.100	SALARY BOARD OF REVIEW	0.00	0.00	0.00	0.00	0.00
101-371-703.200	SALARY ZONING BOARDS	3,500.00	2,800.00	0.00	700.00	80.00
101-371-704.000	SALARIES FULL-TIME	61,538.00	40,107.16	2,364.50	21,430.84	65.17
101-371-704.100	WAGES FULL-TIME HOURLY	45,781.00	29,864.20	1,760.64	15,916.80	65.23
101-371-704.200	WAGES FULL-TIME CLERICAL	0.00	0.00	0.00	0.00	0.00
101-371-704.250	SALARY-STIPEND DEGREE	1,750.00	1,144.27	67.31	605.73	65.39
101-371-704.400	SICK DAY PAY OUT	150.00	0.00	0.00	150.00	0.00
101-371-704.716	WAGES IN LIEU OF HEALTH INSUR	2,800.00	2,100.00	0.00	700.00	75.00
101-371-705.000	WAGES PART-TIME HOURLY	26,400.00	18,409.96	1,110.00	7,990.04	69.73
101-371-710.000	WAGES OVERTIME	0.00	0.00	0.00	0.00	0.00
101-371-715.000	FICA EMPLOYER CONTRIBUTION	10,635.00	7,126.30	400.40	3,508.70	67.01
101-371-716.000	HEALTH INSURANCE	8,400.00	5,604.75	0.00	2,795.25	66.72
101-371-716.050	HEALTH SAVINGS ACCOUNT	4,326.00	4,048.69	17.61	277.31	93.59
101-371-716.100	VISION/SHORT TERM DISAB/LIFE	1,337.00	933.30	0.00	403.70	69.81
101-371-716.200	DENTAL INSURANCE	2,316.00	1,514.30	0.00	801.70	65.38
101-371-716.300	INSURANCE LONG TERM DISABILIT	365.00	200.17	0.00	164.83	54.84
101-371-716.600	RETIREE HEALTH INS SUPPLEMENT	0.00	0.00	0.00	0.00	0.00
101-371-718.000	PENSION EMPLOYER CONTRIBUTION	12,800.00	8,432.56	481.38	4,367.44	65.88
101-371-718.100	DEFERRED COMPENSATIONS CONTRI	615.00	401.62	23.63	213.38	65.30
101-371-719.000	WORKMEN'S COMP	325.00	183.36	10.64	141.64	56.42
101-371-721.000	UNEMPLOYMENT COMPENSATION	0.00	0.00	0.00	0.00	0.00
101-371-740.000	OPERATING SUPPLIES	3,500.00	1,661.18	108.19	1,838.82	47.46
101-371-745.000	OPERATING SUPPLIES OFFICE EQUIP/FURNITU	1,500.00	867.49	0.00	632.51	57.83
101-371-802.000	LEGAL SERVICES	7,000.00	2,292.50	0.00	4,707.50	32.75
101-371-804.000	MEMBERSHIP & DUES	550.00	75.00	0.00	475.00	13.64
101-371-804.100	SAGINAW FUTURE	3,000.00	0.00	0.00	3,000.00	0.00
101-371-810.000	CONTRACTED SERVICES	23,212.00	10,716.25	0.00	12,495.75	46.17
101-371-810.100	CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0.00
101-371-817.000	PROFESSIONAL SERVICES	5,000.00	2,879.13	0.00	2,120.87	57.58
101-371-817.100	UPDATE MASTER PLAN	19,500.00	13,559.25	656.75	5,940.75	69.53
101-371-836.000	EMPLOYMENT PHYSICALS	0.00	0.00	0.00	0.00	0.00
101-371-850.100	WIRELESS COMMUNICATIONS	700.00	224.48	30.36	475.52	32.07
101-371-900.000	LEGAL NOTICES	7,000.00	2,352.82	0.00	4,647.18	33.61
101-371-910.000	INSURANCE GENERAL LIABILITY	3,005.00	2,176.26	0.00	828.74	72.42
101-371-930.000	REPAIRS/MAINTENANCE	800.00	339.00	0.00	461.00	42.38
101-371-936.000	MAINTENANCE AGREEMENTS	2,400.00	1,938.00	0.00	462.00	80.75

PERIOD ENDING 11/30/2025

		2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	11/30/2025	MONTH 11/30/2025	BALANCE	% BDGT
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 101 - GENERAL OPERATING FUND						
Expenditures						
101-371-938.000	VEHICLE EXPENSE	2,000.00	1,392.00	0.00	608.00	69.60
101-371-938.100	GAS & DIESEL FUEL	1,200.00	476.56	26.29	723.44	39.71
101-371-956.000	MISCELLANEOUS	1,000.00	34.00	0.00	966.00	3.40
101-371-960.000	EDUCATION & TRAINING	2,000.00	1,417.54	1,164.67	582.46	70.88
101-371-970.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
101-371-974.000	CAPITAL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00
Total Dept 371 - COMMUNITY DEVELOPMENT		266,405.00	165,272.10	8,222.37	101,132.90	62.04
Dept 421 - CONSTRUCTION CODES						
101-421-704.000	SALARIES FULL-TIME	18,068.00	11,459.19	675.58	6,608.81	63.42
101-421-704.200	WAGES FULL-TIME CLERICAL	47,750.00	31,203.56	1,839.60	16,546.44	65.35
101-421-704.250	SALARY-STIPEND DEGREE	500.00	326.75	19.22	173.25	65.35
101-421-704.400	SICK DAY PAY OUT	300.00	0.00	0.00	300.00	0.00
101-421-704.716	WAGES IN LIEU OF HEALTH INSUR	800.00	599.99	0.00	200.01	75.00
101-421-705.200	WAGES INSPECTORS	92,000.00	53,228.64	2,821.04	38,771.36	57.86
101-421-715.000	FICA EMPLOYER CONTRIBUTION	12,200.00	7,070.99	389.73	5,129.01	57.96
101-421-716.000	HEALTH INSURANCE	23,000.00	16,493.99	0.00	6,506.01	71.71
101-421-716.050	HEALTH SAVINGS ACCOUNT	4,370.00	4,062.10	18.40	307.90	92.95
101-421-716.100	VISION/SHORT TERM DISAB/LIFE	925.00	645.93	0.00	279.07	69.83
101-421-716.200	DENTAL INSURANCE	2,294.00	1,499.57	0.00	794.43	65.37
101-421-716.300	INSURANCE LONG TERM DISABILIT	206.00	122.08	0.00	83.92	59.26
101-421-716.600	RETIREE HEALTH INS SUPPLEMENT	0.00	0.00	0.00	0.00	0.00
101-421-718.000	PENSION EMPLOYER CONTRIBUTION	7,425.00	4,807.57	279.53	2,617.43	64.75
101-421-718.100	DEFERRED COMPENSATIONS CONTRI	181.00	114.84	6.75	66.16	63.45
101-421-719.000	WORKMEN'S COMP	235.00	205.52	11.26	29.48	87.46
101-421-740.000	OPERATING SUPPLIES	2,500.00	1,994.21	0.00	505.79	79.77
101-421-745.000	OPERATING SUPPLIES OFFICE EQUIP/FURNITU	0.00	722.49	0.00	(722.49)	100.00
101-421-804.000	MEMBERSHIP & DUES	550.00	170.00	0.00	380.00	30.91
101-421-810.000	CONTRACTED SERVICES	2,000.00	5,781.75	0.00	(3,781.75)	289.09
101-421-817.000	PROFESSIONAL SERVICES	20,000.00	1,072.13	0.00	18,927.87	5.36
101-421-836.000	EMPLOYMENT PHYSICALS	0.00	0.00	0.00	0.00	0.00
101-421-850.100	WIRELESS COMMUNICATIONS	260.00	70.14	10.02	189.86	26.98
101-421-900.000	LEGAL NOTICES	200.00	0.00	0.00	200.00	0.00
101-421-910.000	INSURANCE GENERAL LIABILITY	2,012.00	1,407.54	0.00	604.46	69.96
101-421-936.000	MAINTENANCE AGREEMENTS	2,000.00	166.67	0.00	1,833.33	8.33
101-421-938.000	VEHICLE EXPENSE	1,500.00	0.00	0.00	1,500.00	0.00
101-421-938.100	GAS & DIESEL FUEL	1,500.00	700.72	136.87	799.28	46.71
101-421-960.000	EDUCATION & TRAINING	1,900.00	524.00	0.00	1,376.00	27.58
101-421-970.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
Total Dept 421 - CONSTRUCTION CODES		244,676.00	144,450.37	6,208.00	100,225.63	59.04
Dept 442 - SIDEWALKS						
101-442-704.100	WAGES FULL-TIME HOURLY	1,200.00	317.76	0.00	882.24	26.48
101-442-705.000	WAGES PART-TIME HOURLY	200.00	0.00	0.00	200.00	0.00
101-442-710.000	WAGES OVERTIME	200.00	0.00	0.00	200.00	0.00
101-442-715.000	FICA EMPLOYER CONTRIBUTION	125.00	23.14	0.00	101.86	18.51
101-442-716.000	HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00
101-442-716.050	HEALTH SAVINGS ACCOUNT	12.00	3.18	0.00	8.82	26.50
101-442-718.000	PENSION EMPLOYER CONTRIBUTION	168.00	38.14	0.00	129.86	22.70

REVENUE AND EXPENDITURE REPORT FOR THOMAS TOWNSHIP  
 PERIOD ENDING 11/30/2025

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2025 NORMAL (ABNORMAL)	MONTH 11/30/2025 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL OPERATING FUND						
Expenditures						
101-442-719.000	WORKMEN'S COMP	170.00	2.30	0.00	167.70	1.35
101-442-910.000	INSURANCE GENERAL LIABILITY	330.00	14.85	0.00	315.15	4.50
101-442-930.000	REPAIRS/MAINTENANCE	3,000.00	0.00	0.00	3,000.00	0.00
101-442-940.100	EQUIPMENT RENTAL	1,500.00	0.00	0.00	1,500.00	0.00
101-442-970.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
101-442-974.000	CAPITAL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00
Total Dept 442 - SIDEWALKS		6,905.00	399.37	0.00	6,505.63	5.78
Dept 444 - STORM WATER MANAGEMENT						
101-444-817.000	PROFESSIONAL SERVICES	10,900.00	4,619.20	0.00	6,280.80	42.38
Total Dept 444 - STORM WATER MANAGEMENT		10,900.00	4,619.20	0.00	6,280.80	42.38
Dept 445 - DRAINS AT LARGE						
101-445-806.000	DRAIN AT LARGE	8,120.00	0.00	0.00	8,120.00	0.00
101-445-807.000	TOWNSHIP PROPERTY ASSESSMENT	6,000.00	0.00	0.00	6,000.00	0.00
Total Dept 445 - DRAINS AT LARGE		14,120.00	0.00	0.00	14,120.00	0.00
Dept 448 - STREET LIGHTING						
101-448-920.000	UTILITIES	85,000.00	49,094.49	5,923.43	35,905.51	57.76
101-448-964.000	REFUNDS	0.00	0.00	0.00	0.00	0.00
101-448-974.000	CAPITAL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00
Total Dept 448 - STREET LIGHTING		85,000.00	49,094.49	5,923.43	35,905.51	57.76
Dept 450 - ROAD PROGRAMS						
101-450-930.000	REPAIRS/MAINTENANCE	191,292.00	120,002.53	16,162.62	71,289.47	62.73
101-450-974.000	CAPITAL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00
101-450-974.100	CAPITAL IMPROVEMENT MATCH	0.00	0.00	0.00	0.00	0.00
Total Dept 450 - ROAD PROGRAMS		191,292.00	120,002.53	16,162.62	71,289.47	62.73
Dept 752 - ADMINISTRATION						
101-752-702.000	SALARY ELECTED OFFICIALS	2,100.00	390.00	0.00	1,710.00	18.57
101-752-704.000	SALARIES FULL-TIME	89,900.00	55,820.08	3,279.50	34,079.92	62.09
101-752-704.050	SALARIES FULL-TIME ASSISTANT	55,000.00	38,153.73	2,384.61	16,846.27	69.37
101-752-704.200	WAGES FULL-TIME CLERICAL	44,500.00	32,536.14	1,601.17	11,963.86	73.11
101-752-704.250	SALARY-STIPEND DEGREE	4,000.00	1,307.64	76.92	2,692.36	32.69
101-752-704.400	SICK DAY PAY OUT	2,300.00	0.00	0.00	2,300.00	0.00
101-752-704.716	WAGES IN LIEU OF HEALTH INSURA	0.00	2,000.00	0.00	(2,000.00)	100.00
101-752-705.000	WAGES PART-TIME HOURLY	0.00	2,133.60	0.00	(2,133.60)	100.00
101-752-715.000	FICA EMPLOYER CONTRIBUTION	15,200.00	9,812.13	547.78	5,387.87	64.55
101-752-716.000	HEALTH INSURANCE	46,000.00	26,635.47	0.00	19,364.53	57.90
101-752-716.050	HEALTH SAVINGS ACCOUNT	11,200.00	7,832.74	46.05	3,367.26	69.94
101-752-716.100	VISION/SHORT TERM DISAB/LIFE	1,800.00	1,363.70	0.00	436.30	75.76
101-752-716.200	DENTAL INSURANCE	2,532.00	2,637.57	0.00	(105.57)	104.17
101-752-716.300	INSURANCE LONG TERM DISABILIT	500.00	292.03	0.00	207.97	58.41

PERIOD ENDING 11/30/2025

		2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT
GL NUMBER	DESCRIPTION	AMENDED BUDGET	11/30/2025	MONTH 11/30/2025	BALANCE		USED
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)		
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-752-716.600	RETIREE HEALTH INS SUPPLEMENT	0.00	0.00	0.00	0.00	0.00	
101-752-718.000	PENSION EMPLOYER CONTRIBUTION	23,000.00	14,046.54	865.05	8,953.46	61.07	
101-752-719.000	WORKMEN'S COMP	2,500.00	1,335.24	74.98	1,164.76	53.41	
101-752-740.000	OPERATING SUPPLIES	3,400.00	1,333.76	0.00	2,066.24	39.23	
101-752-745.000	OPERATING SUPPLIES OFFICE EQUIP/FURNITU	297.00	269.98	0.00	27.02	90.90	
101-752-800.000	ADMINISTRATION FEE	10,566.00	0.00	0.00	10,566.00	0.00	
101-752-803.000	AUDIT	1,500.00	700.00	0.00	800.00	46.67	
101-752-804.000	MEMBERSHIP & DUES	1,175.00	95.00	0.00	1,080.00	8.09	
101-752-810.000	CONTRACTED SERVICES	500.00	468.75	0.00	31.25	93.75	
101-752-817.000	PROFESSIONAL SERVICES	2,100.00	319.51	125.00	1,780.49	15.21	
101-752-836.000	EMPLOYMENT PHYSICALS	0.00	310.00	0.00	(310.00)	100.00	
101-752-900.000	LEGAL NOTICES	250.00	0.00	0.00	250.00	0.00	
101-752-901.000	PRINTING & PUBLISHING	2,750.00	0.00	0.00	2,750.00	0.00	
101-752-936.000	MAINTENANCE AGREEMENTS	600.00	508.59	0.00	91.41	84.77	
101-752-960.000	EDUCATION & TRAINING	2,750.00	0.00	0.00	2,750.00	0.00	
101-752-970.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	
Total Dept 752 - ADMINISTRATION		326,420.00	200,302.20	9,001.06	126,117.80	61.36	
Dept 756 - FACILITY ACQUISITION/CONSTRUC							
101-756-817.000	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00	
101-756-974.000	CAPITAL IMPROVEMENTS	0.00	31,934.54	2,800.00	(31,934.54)	100.00	
101-756-974.500	CAP IMPROVEMENT THOMAS TRAIL	0.00	0.00	0.00	0.00	0.00	
101-756-974.525	CAPITAL IMPROVEMENTS ROETHKE	0.00	0.00	0.00	0.00	0.00	
101-756-974.550	CAPITAL IMPROVEMENTS ROBERTS	105,000.00	48,850.00	0.00	56,150.00	46.52	
101-756-974.575	CAPITAL IMP. NATURE PRESERVE	0.00	29,224.37	0.00	(29,224.37)	100.00	
Total Dept 756 - FACILITY ACQUISITION/CONSTRUC		105,000.00	110,008.91	2,800.00	(5,008.91)	104.77	
Dept 761 - SWIM PROGRAMS							
101-761-705.000	WAGES PART-TIME HOURLY	24,570.00	20,088.80	0.00	4,481.20	81.76	
101-761-715.000	FICA EMPLOYER CONTRIBUTION	1,880.00	1,536.80	0.00	343.20	81.74	
101-761-719.000	WORKMEN'S COMP	246.00	150.99	0.00	95.01	61.38	
101-761-740.000	OPERATING SUPPLIES	1,750.00	4,237.91	0.00	(2,487.91)	242.17	
101-761-901.000	PRINTING & PUBLISHING	0.00	0.00	0.00	0.00	0.00	
101-761-930.000	REPAIRS/MAINTENANCE	4,500.00	810.50	0.00	3,689.50	18.01	
Total Dept 761 - SWIM PROGRAMS		32,946.00	26,825.00	0.00	6,121.00	81.42	
Dept 762 - SENIOR CITIZENS PROGRAMS							
101-762-740.000	OPERATING SUPPLIES	5,350.00	1,961.55	333.78	3,388.45	36.66	
101-762-901.000	PRINTING & PUBLISHING	0.00	0.00	0.00	0.00	0.00	
Total Dept 762 - SENIOR CITIZENS PROGRAMS		5,350.00	1,961.55	333.78	3,388.45	36.66	
Dept 763 - SOCCER							
101-763-705.000	WAGES PART-TIME HOURLY	5,265.00	6,111.17	0.00	(846.17)	116.07	
101-763-715.000	FICA EMPLOYER CONTRIBUTION	403.00	467.51	0.01	(64.51)	116.01	
101-763-719.000	WORKMEN'S COMP	53.00	74.90	0.00	(21.90)	141.32	
101-763-740.000	OPERATING SUPPLIES	4,000.00	2,083.28	0.00	1,916.72	52.08	

REVENUE AND EXPENDITURE REPORT FOR THOMAS TOWNSHIP  
 PERIOD ENDING 11/30/2025

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 11/30/2025 INCREASE (DECREASE)	11/30/2025 NORMAL (ABNORMAL)	BALANCE		
Fund 101 - GENERAL OPERATING FUND								
Expenditures								
101-763-740.300	OPERATING SUPPLIES T-SHIRTS	3,300.00	837.84	0.00		2,462.16	25.39	
101-763-740.675	SUPPLIES-CONCESSIONS	1,500.00	1,646.00	33.98		(146.00)	109.73	
101-763-740.700	OPERATING SUPPLIES-NON PERISH	0.00	33.98	0.00		(33.98)	100.00	
101-763-901.000	PRINTING & PUBLISHING	0.00	0.00	0.00		0.00	0.00	
Total Dept 763 - SOCCER		14,521.00	11,254.68	33.99		3,266.32	77.51	
Dept 765 - ADULT SOFTBALL								
101-765-705.000	WAGES PART-TIME HOURLY	0.00	0.00	0.00		0.00	0.00	
101-765-715.000	FICA EMPLOYER CONTRIBUTION	0.00	0.00	0.00		0.00	0.00	
101-765-719.000	WORKMEN'S COMP	0.00	0.00	0.00		0.00	0.00	
101-765-740.000	OPERATING SUPPLIES	2,200.00	2,345.83	0.00		(145.83)	106.63	
101-765-740.300	OPERATING SUPPLIES T-SHIRTS	219.00	175.00	0.00		44.00	79.91	
101-765-810.000	CONTRACTED SERVICES	4,500.00	3,312.00	0.00		1,188.00	73.60	
101-765-901.000	PRINTING & PUBLISHING	0.00	0.00	0.00		0.00	0.00	
Total Dept 765 - ADULT SOFTBALL		6,919.00	5,832.83	0.00		1,086.17	84.30	
Dept 766 - YOUTH CLINICS/FLOOR HOCKEY								
101-766-705.000	WAGES PART-TIME HOURLY	3,600.00	1,279.70	0.00		2,320.30	35.55	
101-766-715.000	FICA EMPLOYER CONTRIBUTION	275.00	97.89	0.00		177.11	35.60	
101-766-719.000	WORKMEN'S COMP	37.00	14.00	0.00		23.00	37.84	
101-766-740.000	OPERATING SUPPLIES	800.00	0.00	0.00		800.00	0.00	
101-766-740.300	OPERATING SUPPLIES T-SHIRTS	1,300.00	0.00	0.00		1,300.00	0.00	
101-766-819.000	CONTRACT SWAN VALLEY SCHOOLS	0.00	0.00	0.00		0.00	0.00	
101-766-901.000	PRINTING & PUBLISHING	400.00	0.00	0.00		400.00	0.00	
Total Dept 766 - YOUTH CLINICS/FLOOR HOCKEY		6,412.00	1,391.59	0.00		5,020.41	21.70	
Dept 767 - BASKETBALL								
101-767-705.000	WAGES PART-TIME HOURLY	2,500.00	1,185.28	0.00		1,314.72	47.41	
101-767-715.000	FICA EMPLOYER CONTRIBUTION	191.00	90.67	0.00		100.33	47.47	
101-767-719.000	WORKMEN'S COMP	30.00	14.92	0.00		15.08	49.73	
101-767-740.000	OPERATING SUPPLIES	2,500.00	973.71	0.00		1,526.29	38.95	
101-767-740.300	OPERATING SUPPLIES T-SHIRTS	3,000.00	369.57	0.00		2,630.43	12.32	
101-767-819.000	CONTRACT SWAN VALLEY SCHOOLS	0.00	0.00	0.00		0.00	0.00	
101-767-901.000	PRINTING & PUBLISHING	230.00	0.00	0.00		230.00	0.00	
Total Dept 767 - BASKETBALL		8,451.00	2,634.15	0.00		5,816.85	31.17	
Dept 768 - ARCHERY								
101-768-705.000	WAGES PART-TIME HOURLY	4,000.00	802.82	0.00		3,197.18	20.07	
101-768-715.000	FICA EMPLOYER CONTRIBUTION	306.00	61.40	0.00		244.60	20.07	
101-768-719.000	WORKMEN'S COMP	70.00	10.12	0.00		59.88	14.46	
101-768-740.000	OPERATING SUPPLIES	1,550.00	165.78	97.80		1,384.22	10.70	
101-768-740.300	OPERATING SUPPLIES T-SHIRTS	750.00	419.24	0.00		330.76	55.90	
101-768-901.000	PRINTING & PUBLISHING	122.00	0.00	0.00		122.00	0.00	
101-768-942.000	FACILITY FEE	1,960.00	800.00	0.00		1,160.00	40.82	
101-768-956.000	MISCELLANEOUS	0.00	0.00	0.00		0.00	0.00	

PERIOD ENDING 11/30/2025

GL NUMBER		DESCRIPTION		2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	NORMAL (ABNORMAL)	11/30/2025	MONTH 11/30/2025	INCREASE (DECREASE)	BALANCE	USED
		NORMAL	(ABNORMAL)					
Fund 101 - GENERAL OPERATING FUND								
Expenditures								
Total Dept 768 - ARCHERY		8,758.00	2,259.36	97.80	6,498.64	25.80		
Dept 769 - VOLLEYBALL								
101-769-705.000	WAGES PART-TIME HOURLY	0.00	0.00	0.00	0.00	0.00		
101-769-715.000	FICA EMPLOYER CONTRIBUTION	0.00	0.00	0.00	0.00	0.00		
101-769-719.000	WORKMEN'S COMP	0.00	0.00	0.00	0.00	0.00		
101-769-740.000	OPERATING SUPPLIES	500.00	357.00	0.00	143.00	71.40		
101-769-819.000	CONTRACT SWAN VALLEY SCHOOLS	0.00	0.00	0.00	0.00	0.00		
101-769-901.000	PRINTING & PUBLISHING	0.00	0.00	0.00	0.00	0.00		
Total Dept 769 - VOLLEYBALL		500.00	357.00	0.00	143.00	71.40		
Dept 770 - OPERATIONS & MAINTENANCE								
101-770-704.100	WAGES FULL-TIME HOURLY	9,000.00	4,595.99	20.94	4,404.01	51.07		
101-770-705.000	WAGES PART-TIME HOURLY	46,000.00	42,984.13	1,069.21	3,015.87	93.44		
101-770-712.000	WAGES JANITORIAL	0.00	0.00	0.00	0.00	0.00		
101-770-715.000	FICA EMPLOYER CONTRIBUTION	4,210.00	3,615.79	82.79	594.21	85.89		
101-770-716.000	HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00		
101-770-716.050	HEALTH SAVINGS ACCOUNT	900.00	44.16	0.21	855.84	4.91		
101-770-716.400	FRINGE BENEFITS	0.00	0.00	0.00	0.00	0.00		
101-770-718.000	PENSION EMPLOYER CONTRIBUTION	1,080.00	584.90	25.13	495.10	54.16		
101-770-719.000	WORKMEN'S COMP	1,900.00	589.68	11.95	1,310.32	31.04		
101-770-721.000	UNEMPLOYMENT COMPENSATION	0.00	0.00	0.00	0.00	0.00		
101-770-740.000	OPERATING SUPPLIES	3,700.00	21.66	0.00	3,678.34	0.59		
101-770-810.000	CONTRACTED SERVICES	39,000.00	41,040.89	0.00	(2,040.89)	105.23		
101-770-850.000	TELEPHONE	1,620.00	0.00	0.00	1,620.00	0.00		
101-770-850.100	WIRELESS COMMUNICATIONS	1,800.00	1,512.04	211.60	287.96	84.00		
101-770-910.000	INSURANCE GENERAL LIABILITY	12,500.00	9,220.58	0.00	3,279.42	73.76		
101-770-920.000	UTILITIES	27,000.00	18,038.92	488.64	8,961.08	66.81		
101-770-930.000	REPAIRS/MAINTENANCE	66,500.00	73,974.08	173.23	(7,474.08)	111.24		
101-770-936.000	MAINTENANCE AGREEMENTS	0.00	0.00	0.00	0.00	0.00		
101-770-938.000	VEHICLE EXPENSE	6,400.00	4,958.76	73.00	1,441.24	77.48		
101-770-938.100	GAS & DIESEL FUEL	8,500.00	5,340.61	462.53	3,159.39	62.83		
101-770-940.000	PORTABLE TOILET RENTAL	1,700.00	2,310.00	0.00	(610.00)	135.88		
101-770-940.100	EQUIPMENT RENTAL	1,500.00	4,029.57	0.00	(2,529.57)	268.64		
101-770-940.400	LEASE AGREEMENTS LAND/RAILROAD	3,574.00	973.67	0.00	2,600.33	27.24		
101-770-970.000	CAPITAL OUTLAY	13,000.00	0.00	0.00	13,000.00	0.00		
Total Dept 770 - OPERATIONS & MAINTENANCE		249,884.00	213,835.43	2,619.23	36,048.57	85.57		
Dept 771 - FLAG FOOTBALL								
101-771-705.000	WAGES PART-TIME HOURLY	582.00	1,204.16	0.00	(622.16)	206.90		
101-771-715.000	FICA EMPLOYER CONTRIBUTION	45.00	92.11	0.00	(47.11)	204.69		
101-771-719.000	WORKMEN'S COMP	5.00	15.17	0.00	(10.17)	303.40		
101-771-740.000	OPERATING SUPPLIES	745.00	585.09	0.00	159.91	78.54		
101-771-740.300	OPERATING SUPPLIES T-SHIRTS	812.00	0.00	0.00	812.00	0.00		
101-771-901.000	PRINTING & PUBLISHING	115.00	0.00	0.00	115.00	0.00		
Total Dept 771 - FLAG FOOTBALL		2,304.00	1,896.53	0.00	407.47	82.31		

Dept 776 - TRAIN

PERIOD ENDING 11/30/2025

DB: Thomas Township		2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 11/30/2025	BALANCE	% BDGT
				INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 101 - GENERAL OPERATING FUND						
Expenditures						
101-776-705.000	WAGES PART-TIME HOURLY	1,500.00	1,122.63	0.00	377.37	74.84
101-776-715.000	FICA EMPLOYER CONTRIBUTION	115.00	85.90	0.00	29.10	74.70
101-776-719.000	WORKMEN'S COMP	15.00	14.14	0.00	0.86	94.27
101-776-901.000	PRINTING & PUBLISHING	0.00	0.00	0.00	0.00	0.00
101-776-930.000	REPAIRS/MAINTENANCE	7,000.00	6,069.98	71.29	930.02	86.71
101-776-938.100	GAS & DIESEL FUEL	223.00	0.00	0.00	223.00	0.00
101-776-970.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
Total Dept 776 - TRAIN		8,853.00	7,292.65	71.29	1,560.35	82.37
Dept 900 - CAPITAL CONTROL						
101-900-974.600	CAPITAL IMPROVEMENTS COMMUNITY PARK	0.00	0.00	0.00	0.00	0.00
Total Dept 900 - CAPITAL CONTROL		0.00	0.00	0.00	0.00	0.00
Dept 995 - TRANSFER-OUT						
101-995-999.205	PUBLIC SAFETY - FIRE	0.00	0.00	0.00	0.00	0.00
101-995-999.206	TRASNFER OUT FIRE APPARATUS	784,239.00	784,239.99	0.00	(0.99)	100.00
101-995-999.207	PUBLIC SAFETY - POLICE	0.00	0.00	0.00	0.00	0.00
101-995-999.246	TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00
101-995-999.508	PARKS & RECREATION	0.00	0.00	0.00	0.00	0.00
101-995-999.603	TRANSFER OUT TECHNOLOGY FUND	0.00	0.00	0.00	0.00	0.00
101-995-999.974	TRANS OUT PARKS CAPITAL IMPRO	0.00	0.00	0.00	0.00	0.00
Total Dept 995 - TRANSFER-OUT		784,239.00	784,239.99	0.00	(0.99)	100.00
TOTAL EXPENDITURES		4,261,930.00	2,957,065.87	94,591.52	1,304,864.13	69.38
Fund 101 - GENERAL OPERATING FUND:						
TOTAL REVENUES		4,455,464.00	2,409,165.54	181,955.73	2,046,298.46	54.07
TOTAL EXPENDITURES		4,261,930.00	2,957,065.87	94,591.52	1,304,864.13	69.38
NET OF REVENUES & EXPENDITURES		193,534.00	(547,900.33)	87,364.21	741,434.33	283.10

REVENUE AND EXPENDITURE REPORT FOR THOMAS TOWNSHIP  
 PERIOD ENDING 11/30/2025

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2025 NORMAL (ABNORMAL)	MONTH 11/30/2025 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)		
Fund 103 - CHRISTOPHER THOMPSON FAMILY FUND							
Revenues							
Dept 000							
103-000-665.000	INTEREST EARNED	0.00	0.00	0.00	0.00	0.00	
103-000-675.000	DONATIONS/CONTRIBUTION	0.00	0.00	0.00	0.00	0.00	
103-000-699.103	TRANSFER IN FROM THOMPSON FUND	0.00	0.00	0.00	0.00	0.00	
Total Dept 000		0.00	0.00	0.00	0.00	0.00	
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	
Expenditures							
Dept 000							
103-000-974.000	CAPITAL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	
Total Dept 000		0.00	0.00	0.00	0.00	0.00	
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	
Fund 103 - CHRISTOPHER THOMPSON FAMILY FUND:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00	

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REVENUE AND EXPENDITURE REPORT FOR THOMAS TOWNSHIP  
PERIOD ENDING 11/30/2025

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GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 11/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 150 - OWEN'S TRUST						
Expenditures						
Dept 000						
150-000-999.101	TRANSFER OUT TO GENERAL FUND	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
Fund 150 - OWEN'S TRUST:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

REVENUE AND EXPENDITURE REPORT FOR THOMAS TOWNSHIP  
 PERIOD ENDING 11/30/2025

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
		AMENDED BUDGET	11/30/2025 NORMAL (ABNORMAL)	MONTH 11/30/2025 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)		
Fund 205 - PUBLIC SAFETY-FIRE DEPARTMENT							
Revenues							
Dept 000							
205-000-402.000	PROPERTY TAXES	664,981.00	1,390.26	0.00	663,590.74	0.21	
205-000-405.000	DEL'Q PERSONAL PROPERTY	250.00	178.64	42.40	71.36	71.46	
205-000-410.000	PERSONAL PROPERTY TAXES	49,366.00	0.00	0.00	49,366.00	0.00	
205-000-410.100	PERSONAL PROPERTY REPLACEMENT	53,348.00	0.00	0.00	53,348.00	0.00	
205-000-437.000	I.F.T.	23,988.00	0.00	0.00	23,988.00	0.00	
205-000-528.000	OTHER FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00	
205-000-566.000	GRANT	0.00	12,240.00	0.00	(12,240.00)	100.00	
205-000-569.000	OTHER STATE GRANTS	0.00	568.04	0.00	(568.04)	100.00	
205-000-573.000	LOCAL COMMUNITY STABALIZATION SHARE	0.00	0.00	0.00	0.00	0.00	
205-000-629.000	REPORTS	0.00	0.00	0.00	0.00	0.00	
205-000-630.000	NON-RESIDENT FEES	3,200.00	490.50	0.00	2,709.50	15.33	
205-000-665.000	INTEREST EARNED	15,000.00	23,599.44	3,790.25	(8,599.44)	157.33	
205-000-673.100	SALE OF FIXED ASSETS	0.00	20.00	0.00	(20.00)	100.00	
205-000-675.000	DONATIONS/CONTRIBUTION	15,168.00	4,721.05	0.00	10,446.95	31.13	
205-000-676.000	REFUNDS-REBATES	0.00	2,893.89	2,577.00	(2,893.89)	100.00	
205-000-677.000	REIMBURSEMENTS	0.00	4,389.73	0.00	(4,389.73)	100.00	
205-000-693.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	
205-000-693.300	GRANT REVENUES	0.00	0.00	0.00	0.00	0.00	
205-000-699.101	TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00	
Total Dept 000		825,301.00	50,491.55	6,409.65	774,809.45	6.12	
TOTAL REVENUES		825,301.00	50,491.55	6,409.65	774,809.45	6.12	
Expenditures							
Dept 000							
205-000-704.000	SALARIES FULL-TIME	97,669.00	64,074.45	3,777.50	33,594.55	65.60	
205-000-704.025	SALARIES FULL-TIME FIREFIGHTER	230,000.00	26,315.46	0.00	203,684.54	11.44	
205-000-704.100	WAGES FULL-TIME HOURLY	1,500.00	136,533.53	9,592.42	(135,033.53)	9,102.24	
205-000-704.250	SALARY-STIPEND DEGREE	1,500.00	980.73	57.69	519.27	65.38	
205-000-704.400	SICK DAY PAY OUT	3,140.00	0.00	0.00	3,140.00	0.00	
205-000-705.000	WAGES PART-TIME HOURLY	27,400.00	17,719.11	1,005.14	9,680.89	64.67	
205-000-705.200	WAGES INSPECTORS	0.00	0.00	0.00	0.00	0.00	
205-000-705.300	WAGES PART-TIME FIRERUNS	110,000.00	68,821.58	3,457.34	41,178.42	62.57	
205-000-712.000	WAGES JANITORIAL	13,500.00	9,012.61	545.86	4,487.39	66.76	
205-000-715.000	FICA EMPLOYER CONTRIBUTION	37,100.00	24,347.56	1,388.70	12,752.44	65.63	
205-000-716.000	HEALTH INSURANCE	80,000.00	49,495.91	0.00	30,504.09	61.87	
205-000-716.050	HEALTH SAVINGS ACCOUNT	18,500.00	17,276.93	134.39	1,223.07	93.39	
205-000-716.100	VISION/SHORT TERM DISAB/LIFE	3,835.00	2,442.37	0.00	1,392.63	63.69	
205-000-716.200	DENTAL INSURANCE	5,819.00	3,805.02	0.00	2,013.98	65.39	
205-000-716.300	INSURANCE LONG TERM DISABILIT	875.00	595.20	0.00	279.80	68.02	
205-000-716.600	RETIREE HEALTH INS SUPPLEMENT	0.00	0.00	0.00	0.00	0.00	
205-000-718.000	PENSION EMPLOYER CONTRIBUTION	40,060.00	28,052.48	1,612.76	12,007.52	70.03	
205-000-719.000	WORKMEN'S COMP	13,000.00	3,542.99	377.24	9,457.01	27.25	
205-000-740.000	OPERATING SUPPLIES	13,000.00	9,553.47	717.45	3,446.53	73.49	
205-000-740.205	OPERATING SUPPLIES MEDICAL SUPPLIES	4,000.00	1,926.59	0.00	2,073.41	48.16	
205-000-742.000	UNIFORMS	5,000.00	3,741.76	105.00	1,258.24	74.84	
205-000-745.000	OPERATING SUPPLIES OFFICE EQUIP/FURNITU	11,200.00	14,953.51	0.00	(3,753.51)	133.51	
205-000-800.000	ADMINISTRATION FEE	9,005.00	0.00	0.00	9,005.00	0.00	
205-000-802.000	LEGAL SERVICES	1,500.00	1,275.00	0.00	225.00	85.00	
205-000-803.000	AUDIT	1,500.00	700.00	0.00	800.00	46.67	

PERIOD ENDING 11/30/2025

OBJ: Thomas Township

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2025 NORMAL (ABNORMAL)	MONTH 11/30/2025 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 205 - PUBLIC SAFETY-FIRE DEPARTMENT						
Expenditures						
205-000-804.000	MEMBERSHIP & DUES	2,710.00	870.42	642.50	1,839.58	32.12
205-000-810.000	CONTRACTED SERVICES	24,300.00	13,044.27	645.49	11,255.73	53.68
205-000-810.100	CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0.00
205-000-817.000	PROFESSIONAL SERVICES	3,000.00	257.38	0.00	2,742.62	8.58
205-000-836.000	EMPLOYMENT PHYSICALS	10,000.00	5,339.81	0.00	4,660.19	53.40
205-000-836.100	IMMUNIZATIONS	1,000.00	0.00	0.00	1,000.00	0.00
205-000-850.000	TELEPHONE	3,300.00	1,738.19	248.03	1,561.81	52.67
205-000-850.100	WIRELESS COMMUNICATIONS	2,200.00	747.20	78.02	1,452.80	33.96
205-000-900.000	LEGAL NOTICES	150.00	0.00	0.00	150.00	0.00
205-000-910.000	INSURANCE GENERAL LIABILITY	40,771.00	45,932.17	0.00	(5,161.17)	112.66
205-000-920.000	UTILITIES	28,000.00	11,796.79	142.20	16,203.21	42.13
205-000-930.000	REPAIRS/MAINTENANCE	5,000.00	2,522.88	19.03	2,477.12	50.46
205-000-930.100	REPAIRS & MAINTENANCE FS#1	6,000.00	2,895.44	143.17	3,104.56	48.26
205-000-930.200	REPAIRS & MAINTENANCE FS#2	44,000.00	3,080.24	0.00	40,919.76	7.00
205-000-936.000	MAINTENANCE AGREEMENTS	6,500.00	2,385.44	0.00	4,114.56	36.70
205-000-938.000	VEHICLE EXPENSE	18,000.00	7,567.02	760.39	10,432.98	42.04
205-000-938.100	GAS & DIESEL FUEL	14,000.00	5,859.12	890.73	8,140.88	41.85
205-000-940.100	EQUIPMENT RENTAL	800.00	166.29	0.00	633.71	20.79
205-000-956.000	MISCELLANEOUS	1,500.00	0.00	0.00	1,500.00	0.00
205-000-960.000	EDUCATION & TRAINING	16,000.00	9,362.72	810.47	6,637.28	58.52
205-000-970.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
205-000-974.000	CAPITAL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00
205-000-999.206	TRASNFER OUT FIRE APPARATUS	42,250.00	42,250.00	0.00	0.00	100.00
Total Dept 000		998,584.00	640,981.64	27,151.52	357,602.36	64.19
TOTAL EXPENDITURES		998,584.00	640,981.64	27,151.52	357,602.36	64.19
Fund 205 - PUBLIC SAFETY-FIRE DEPARTMENT:						
TOTAL REVENUES		825,301.00	50,491.55	6,409.65	774,809.45	6.12
TOTAL EXPENDITURES		998,584.00	640,981.64	27,151.52	357,602.36	64.19
NET OF REVENUES & EXPENDITURES		(173,283.00)	(590,490.09)	(20,741.87)	417,207.09	340.77

REVENUE AND EXPENDITURE REPORT FOR THOMAS TOWNSHIP  
 PERIOD ENDING 11/30/2025

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2025 NORMAL (ABNORMAL)	MONTH 11/30/2025 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 206 - FIRE APPARATUS						
Revenues						
Dept 000						
206-000-402.000	PROPERTY TAXES	147,774.00	0.00	0.00	147,774.00	0.00
206-000-405.000	DEL'Q PERSONAL PROPERTY	50.00	348.63	9.42	(298.63)	697.26
206-000-410.000	PERSONAL PROPERTY TAXES	10,974.00	0.00	0.00	10,974.00	0.00
206-000-410.100	PERSONAL PROPERTY REPLACEMENT	21,770.00	0.00	0.00	21,770.00	0.00
206-000-437.000	I.F.T.	5,331.00	0.00	0.00	5,331.00	0.00
206-000-528.000	OTHER FEDERAL GRANTS	0.00	4,760.00	0.00	(4,760.00)	100.00
206-000-569.000	OTHER STATE GRANTS	0.00	127.94	0.00	(127.94)	100.00
206-000-573.000	LOCAL COMMUNITY STABALIZATION SHARE	0.00	0.00	0.00	0.00	0.00
206-000-665.000	INTEREST EARNED	1,000.00	3,297.86	0.00	(2,297.86)	329.79
206-000-673.100	SALE OF FIXED ASSETS	87,000.00	80,000.00	0.00	7,000.00	91.95
206-000-675.000	DONATIONS/CONTRIBUTION	0.00	0.00	0.00	0.00	0.00
206-000-677.000	REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00
206-000-699.101	TRANSFER FROM GENERAL FUND	784,239.00	784,239.99	0.00	(0.99)	100.00
206-000-699.205	TRANSFER IN FROM PS FIRE	42,250.00	42,250.00	0.00	0.00	100.00
Total Dept 000		1,100,388.00	915,024.42	9.42	185,363.58	83.15
TOTAL REVENUES		1,100,388.00	915,024.42	9.42	185,363.58	83.15
Expenditures						
Dept 000						
206-000-740.000	OPERATING SUPPLIES	52,000.00	0.00	0.00	52,000.00	0.00
206-000-746.000	EQUIPMENT	0.00	0.00	0.00	0.00	0.00
206-000-936.000	MAINTENANCE AGREEMENTS	24,600.00	1,485.00	0.00	23,115.00	6.04
206-000-938.000	VEHICLE EXPENSE	4,000.00	0.00	0.00	4,000.00	0.00
206-000-970.000	CAPITAL OUTLAY	0.00	33,345.02	358.50	(33,345.02)	100.00
206-000-974.000	CAPITAL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00
206-000-991.000	PRINCIPAL PUBLIC SAFETY FIRE ST ADDITIO	44,063.00	828,002.03	0.00	(783,939.03)	1,879.13
206-000-995.100	INTEREST INSTALLMENT PURCHASE AGREEMENT	40,394.00	5,526.03	0.00	34,867.97	13.68
206-000-999.205	PUBLIC SAFETY - FIRE	0.00	0.00	0.00	0.00	0.00
Total Dept 000		165,057.00	868,358.08	358.50	(703,301.08)	526.10
TOTAL EXPENDITURES		165,057.00	868,358.08	358.50	(703,301.08)	526.10
Fund 206 - FIRE APPARATUS:						
TOTAL REVENUES		1,100,388.00	915,024.42	9.42	185,363.58	83.15
TOTAL EXPENDITURES		165,057.00	868,358.08	358.50	(703,301.08)	526.10
NET OF REVENUES & EXPENDITURES		935,331.00	46,666.34	(349.08)	888,664.66	4.99

2025-26		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
GL NUMBER	DESCRIPTION	11/30/2025	MONTH 11/30/2025	BALANCE		
		AMENDED BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 207 - PUBLIC SAFETY-POLICE						
Revenues						
Dept 000						
207-000-402.000	PROPERTY TAXES	1,108,301.00	2,317.08	0.00	1,105,983.92	0.21
207-000-405.000	DEL'Q PERSONAL PROPERTY	250.00	297.76	70.68	(47.76)	119.10
207-000-410.000	PERSONAL PROPERTY TAXES	82,278.00	0.00	0.00	82,278.00	0.00
207-000-410.100	PERSONAL PROPERTY REPLACEMENT	116,088.00	0.00	0.00	116,088.00	0.00
207-000-437.000	I.F.T.	39,981.00	0.00	0.00	39,981.00	0.00
207-000-528.000	OTHER FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00
207-000-539.000	JUSTICE TRAINING FUND	2,500.00	3,066.80	0.00	(566.80)	122.67
207-000-566.000	GRANT	0.00	0.00	0.00	0.00	0.00
207-000-569.000	OTHER STATE GRANTS	0.00	986.55	0.00	(986.55)	100.00
207-000-570.000	LIQUOR LICENSE	10,500.00	10,561.10	0.00	(61.10)	100.58
207-000-573.000	LOCAL COMMUNITY STABALIZATION SHARE	0.00	0.00	0.00	0.00	0.00
207-000-607.000	WITNESS FEES	0.00	22.00	0.00	(22.00)	100.00
207-000-607.100	COURT ORDERED FEES	400.00	190.00	0.00	210.00	47.50
207-000-626.000	SWAN VALLEY POLICE SECURITY	58,000.00	36,237.94	0.00	21,762.06	62.48
207-000-629.000	REPORTS	1,000.00	726.35	90.00	273.65	72.64
207-000-665.000	INTEREST EARNED	25,000.00	36,444.22	0.00	(11,444.22)	145.78
207-000-673.100	SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
207-000-675.000	DONATIONS/CONTRIBUTION	15,000.00	0.00	0.00	15,000.00	0.00
207-000-676.000	REFUNDS-REBATES	0.00	0.00	0.00	0.00	0.00
207-000-678.000	POLICE EXPLORER FEES	0.00	0.00	0.00	0.00	0.00
207-000-680.000	REIMBURSEMENT	0.00	32.54	0.00	(32.54)	100.00
207-000-693.000	MISCELLANEOUS	0.00	1,446.47	0.00	(1,446.47)	100.00
207-000-699.101	TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00
Total Dept 000		1,459,298.00	92,328.81	160.68	1,366,969.19	6.33
TOTAL REVENUES		1,459,298.00	92,328.81	160.68	1,366,969.19	6.33
Expenditures						
Dept 000						
207-000-704.000	SALARIES FULL-TIME	182,613.00	109,970.87	7,023.54	72,642.13	60.22
207-000-704.100	WAGES FULL-TIME HOURLY	400,000.00	339,084.73	17,210.71	60,915.27	84.77
207-000-704.125	WAGES-FULL TIME TRAFFIC ENFOR	68,540.00	2,794.40	2,794.40	65,745.60	4.08
207-000-704.200	WAGES FULL-TIME CLERICAL	47,820.00	31,203.54	1,839.60	16,616.46	65.25
207-000-704.250	SALARY-STIPEND DEGREE	1,500.00	980.56	57.68	519.44	65.37
207-000-704.400	SICK DAY PAY OUT	3,000.00	2,162.29	0.00	837.71	72.08
207-000-704.716	WAGES IN LIEU OF HEALTH INSUR	2,000.00	1,500.00	0.00	500.00	75.00
207-000-705.000	WAGES PART-TIME HOURLY	40,000.00	7,458.96	339.09	32,541.04	18.65
207-000-709.000	WAGES COURT TIME	5,000.00	3,676.77	87.51	1,323.23	73.54
207-000-710.000	WAGES OVERTIME	65,000.00	32,664.91	1,262.69	32,335.09	50.25
207-000-712.000	WAGES JANITORIAL	7,000.00	4,676.10	286.58	2,323.90	66.80
207-000-715.000	FICA EMPLOYER CONTRIBUTION	62,950.00	40,008.99	2,304.68	22,941.01	63.56
207-000-716.000	HEALTH INSURANCE	125,000.00	90,015.56	0.00	34,984.44	72.01
207-000-716.050	HEALTH SAVINGS ACCOUNT	37,000.00	35,292.13	222.18	1,707.87	95.38
207-000-716.100	VISION/SHORT TERM DISAB/LIFE	7,350.00	5,252.40	0.00	2,097.60	71.46
207-000-716.200	DENTAL INSURANCE	10,034.00	7,373.47	0.00	2,660.53	73.48
207-000-716.300	INSURANCE LONG TERM DISABILIT	1,743.00	1,352.39	0.00	390.61	77.59
207-000-716.600	RETIREE HEALTH INS SUPPLEMENT	4,800.00	2,800.00	0.00	2,000.00	58.33
207-000-718.000	PENSION EMPLOYER CONTRIBUTION	90,500.00	61,906.10	3,602.04	28,593.90	68.40
207-000-719.000	WORKMEN'S COMP	10,500.00	5,504.68	319.50	4,995.32	52.43
207-000-740.000	OPERATING SUPPLIES	15,000.00	19,345.84	607.15	(4,345.84)	128.97

REVENUE AND EXPENDITURE REPORT FOR THOMAS TOWNSHIP  
 PERIOD ENDING 11/30/2025

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2025 NORMAL (ABNORMAL)	MONTH 11/30/2025 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 207 - PUBLIC SAFETY-POLICE						
Expenditures						
207-000-742.000	UNIFORMS	15,000.00	5,897.22	459.00	9,102.78	39.31
207-000-745.000	OPERATING SUPPLIES OFFICE EQUIP/FURNITU	14,500.00	9,367.38	0.00	5,132.62	64.60
207-000-800.000	ADMINISTRATION FEE	8,935.00	0.00	0.00	8,935.00	0.00
207-000-802.000	LEGAL SERVICES	24,000.00	14,537.50	2,312.50	9,462.50	60.57
207-000-803.000	AUDIT	1,500.00	800.00	0.00	700.00	53.33
207-000-804.000	MEMBERSHIP & DUES	2,205.00	25.00	0.00	2,180.00	1.13
207-000-810.000	CONTRACTED SERVICES	26,300.00	8,707.86	401.59	17,592.14	33.11
207-000-810.100	CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0.00
207-000-817.000	PROFESSIONAL SERVICES	2,000.00	612.89	0.00	1,387.11	30.64
207-000-825.000	WITNESS FEES	0.00	0.00	0.00	0.00	0.00
207-000-836.000	EMPLOYMENT PHYSICALS	1,000.00	0.00	0.00	1,000.00	0.00
207-000-850.000	TELEPHONE	2,000.00	1,270.26	149.78	729.74	63.51
207-000-850.100	WIRELESS COMMUNICATIONS	2,500.00	1,478.58	330.49	1,021.42	59.14
207-000-910.000	INSURANCE GENERAL LIABILITY	13,138.00	12,200.49	0.00	937.51	92.86
207-000-920.000	UTILITIES	6,000.00	2,950.68	0.00	3,049.32	49.18
207-000-930.000	REPAIRS/MAINTENANCE	125,000.00	74,472.33	19.03	50,527.67	59.58
207-000-936.000	MAINTENANCE AGREEMENTS	12,500.00	12,108.70	0.00	391.30	96.87
207-000-938.000	VEHICLE EXPENSE	15,000.00	14,676.50	1,659.99	323.50	97.84
207-000-938.100	GAS & DIESEL FUEL	20,000.00	15,905.67	1,950.40	4,094.33	79.53
207-000-940.100	EQUIPMENT RENTAL	500.00	11.19	0.00	488.81	2.24
207-000-940.200	COLD STORAGE LEASE	1,800.00	0.00	0.00	1,800.00	0.00
207-000-956.000	MISCELLANEOUS	1,650.00	177.99	79.99	1,472.01	10.79
207-000-960.000	EDUCATION & TRAINING	15,000.00	3,386.21	0.00	11,613.79	22.57
207-000-960.100	JUSTICE TRAINING FUND	0.00	0.00	0.00	0.00	0.00
207-000-970.000	CAPITAL OUTLAY	95,000.00	79,180.00	0.00	15,820.00	83.35
207-000-974.000	CAPITAL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00
Total Dept 000		1,592,878.00	1,062,791.14	45,320.12	530,086.86	66.72
TOTAL EXPENDITURES		1,592,878.00	1,062,791.14	45,320.12	530,086.86	66.72
Fund 207 - PUBLIC SAFETY-POLICE:						
TOTAL REVENUES		1,459,298.00	92,328.81	160.68	1,366,969.19	6.33
TOTAL EXPENDITURES		1,592,878.00	1,062,791.14	45,320.12	530,086.86	66.72
NET OF REVENUES & EXPENDITURES		(133,580.00)	(970,462.33)	(45,159.44)	836,882.33	726.50

## REVENUE AND EXPENDITURE REPORT FOR THOMAS TOWNSHIP

PERIOD ENDING 11/30/2025

Dep: Thomas Township

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2025 NORMAL (ABNORMAL)	MONTH 11/30/2025 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 246 - ROAD REVOLVING FUND						
Revenues						
Dept 000						
246-000-665.000	INTEREST EARNED	2,000.00	19,328.28	8,838.46	(17,328.28)	966.41
246-000-665.200	INTEREST REVENUE SPEC ASSESSM	14,138.00	0.00	0.00	14,138.00	0.00
246-000-672.100	SPECIAL ASSESSMENT REVENUE RO	34,818.00	0.00	0.00	34,818.00	0.00
246-000-699.101	TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00
Total Dept 000		50,956.00	19,328.28	8,838.46	31,627.72	37.93
TOTAL REVENUES		50,956.00	19,328.28	8,838.46	31,627.72	37.93
Expenditures						
Dept 000						
246-000-740.000	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00
246-000-817.000	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00
246-000-974.000	CAPITAL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00
246-000-974.100	CAPITAL IMPROVEMENT MATCH	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
Fund 246 - ROAD REVOLVING FUND:						
TOTAL REVENUES		50,956.00	19,328.28	8,838.46	31,627.72	37.93
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		50,956.00	19,328.28	8,838.46	31,627.72	37.93

REVENUE AND EXPENDITURE REPORT FOR THOMAS TOWNSHIP  
 PERIOD ENDING 11/30/2025

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
		AMENDED BUDGET	11/30/2025 NORMAL (ABNORMAL)	MONTH 11/30/2025 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)		
Fund 248 - Downtown Development Authority							
Revenues							
Dept 000							
248-000-402.000	PROPERTY TAXES	75,000.00	0.00	0.00	75,000.00	0.00	
248-000-405.000	DEL'Q PERSONAL PROPERTY	50.00	236.20	0.00	(186.20)	472.40	
248-000-406.000	PROPERTY TAX CAPTURE	63,000.00	0.00	0.00	63,000.00	0.00	
248-000-410.000	PERSONAL PROPERTY TAXES	12,100.00	0.00	0.00	12,100.00	0.00	
248-000-569.000	OTHER STATE GRANTS	0.00	711.26	0.00	(711.26)	100.00	
248-000-665.000	INTEREST EARNED	9,000.00	6,740.23	385.85	2,259.77	74.89	
248-000-667.300	OVER THE ROAD BANNER	0.00	0.00	0.00	0.00	0.00	
248-000-675.000	DONATIONS/CONTRIBUTION	25,000.00	0.00	0.00	25,000.00	0.00	
248-000-677.000	REIMBURSEMENTS	10,000.00	0.00	0.00	10,000.00	0.00	
248-000-698.000	BOND ISSUANCE	0.00	0.00	0.00	0.00	0.00	
Total Dept 000		194,150.00	7,687.69	385.85	186,462.31	3.96	
TOTAL REVENUES		194,150.00	7,687.69	385.85	186,462.31	3.96	
Expenditures							
Dept 000							
248-000-704.100	WAGES FULL-TIME HOURLY	7,000.00	3,667.17	424.31	3,332.83	52.39	
248-000-705.000	WAGES PART-TIME HOURLY	0.00	0.00	0.00	0.00	0.00	
248-000-710.000	WAGES OVERTIME	500.00	79.96	0.00	420.04	15.99	
248-000-715.000	FICA EMPLOYER CONTRIBUTION	7,500.00	269.42	30.97	7,230.58	3.59	
248-000-716.000	HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00	
248-000-716.050	HEALTH SAVINGS ACCOUNT	70.00	96.95	4.24	(26.95)	138.50	
248-000-718.000	PENSION EMPLOYER CONTRIBUTION	900.00	449.67	50.92	450.33	49.96	
248-000-719.000	WORKMEN'S COMP	135.00	51.77	4.42	83.23	38.35	
248-000-740.000	OPERATING SUPPLIES	500.00	89.90	0.00	410.10	17.98	
248-000-740.650	SEASONAL BANNERS/HOLIDAY LIGH	0.00	0.00	0.00	0.00	0.00	
248-000-802.000	LEGAL SERVICES	0.00	0.00	0.00	0.00	0.00	
248-000-803.000	AUDIT	500.00	400.00	0.00	100.00	80.00	
248-000-804.000	MEMBERSHIP & DUES	0.00	0.00	0.00	0.00	0.00	
248-000-817.000	PROFESSIONAL SERVICES	0.00	4,868.50	4,868.50	(4,868.50)	100.00	
248-000-900.000	LEGAL NOTICES	0.00	0.00	0.00	0.00	0.00	
248-000-900.100	PUBLICATIONS	1,000.00	0.00	0.00	1,000.00	0.00	
248-000-910.000	INSURANCE GENERAL LIABILITY	3,600.00	4,231.00	0.00	(631.00)	117.53	
248-000-920.000	UTILITIES	2,361.00	1,188.58	0.00	1,172.42	50.34	
248-000-930.000	REPAIRS/MAINTENANCE	18,500.00	21,498.34	0.00	(2,998.34)	116.21	
248-000-940.100	EQUIPMENT RENTAL	3,000.00	2,974.25	0.00	25.75	99.14	
248-000-970.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	
248-000-974.000	CAPITAL IMPROVEMENTS	125,000.00	12,890.57	113.48	112,109.43	10.31	
248-000-991.500	PRINCIPAL - STREETLIGHT BONDS	0.00	0.00	0.00	0.00	0.00	
248-000-995.100	INTEREST INSTALLMENT PURCHASE AGREEMENT	0.00	0.00	0.00	0.00	0.00	
Total Dept 000		170,566.00	52,756.08	5,496.84	117,809.92	30.93	
TOTAL EXPENDITURES		170,566.00	52,756.08	5,496.84	117,809.92	30.93	
Fund 248 - Downtown Development Authority:							
TOTAL REVENUES		194,150.00	7,687.69	385.85	186,462.31	3.96	

PERIOD ENDING 11/30/2025

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 11/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 248 - Downtown Development Authority						
TOTAL EXPENDITURES		170,566.00	52,756.08	5,496.84	117,809.92	30.93
NET OF REVENUES & EXPENDITURES		23,584.00	(45,068.39)	(5,110.99)	68,652.39	191.10

REVENUE AND EXPENDITURE REPORT FOR THOMAS TOWNSHIP  
 PERIOD ENDING 11/30/2025

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 11/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 265 - P.S. DRUG LAW ENFORCEMENT						
Revenues						
Dept 000						
265-000-658.000	DRUG FORFEITURES	0.00	0.00	0.00	0.00	0.00
265-000-665.000	INTEREST EARNED	0.00	15.64	0.00	(15.64)	100.00
Total Dept 000		0.00	15.64	0.00	(15.64)	100.00
TOTAL REVENUES		0.00	15.64	0.00	(15.64)	100.00
Expenditures						
Dept 000						
265-000-740.000	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00
265-000-740.200	OPERATING SUPPLIES DRUG ENFOR	0.00	0.00	0.00	0.00	0.00
265-000-960.000	EDUCATION & TRAINING	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
Fund 265 - P.S. DRUG LAW ENFORCEMENT:						
TOTAL REVENUES		0.00	15.64	0.00	(15.64)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	15.64	0.00	(15.64)	100.00

REVENUE AND EXPENDITURE REPORT FOR THOMAS TOWNSHIP

PERIOD ENDING 11/30/2025

GL NUMBER	DESCRIPTION	2025-26 11/30/2025	YTD BALANCE 11/30/2025	ACTIVITY FOR MONTH 11/30/2025	AVAILABLE BALANCE	% BDGT USED
Fund 271 - LIBRARY FUND						
Revenues						
271-000-402.000	PROPERTY TAXES	474,570.00	729.19	0.00	473,840.81	0.15
271-000-405.000	DEL'TO PERSONAL PROPERTY TAXES	0.00	93.68	22.24	(93.68)	100.00
271-000-410.000	PERSONAL PROPERTY TAXES	35,000.00	0.00	0.00	35,000.00	0.00
271-000-410.100	PERSONAL PROPERTY REPLACEMENT	40,000.00	0.00	0.00	40,000.00	0.00
271-000-437.000	I.F.T.	15,026.00	0.00	0.00	15,026.00	0.00
271-000-569.000	OTHER STATE GRANTS	0.00	0.00	0.00	0.00	0.00
271-000-576.000	STATE AID PAYMENT	12,000.00	12,962.16	0.00	(962.16)	108.02
271-000-577.000	STATE REVENUE SINGLE BUSINESS	0.00	0.00	0.00	0.00	0.00
271-000-656.000	BOOK FINES	2,000.00	1,437.00	290.50	563.00	71.85
271-000-660.000	PENAL FINES	20,000.00	34,491.40	0.00	(14,491.40)	172.46
271-000-665.000	INTEREST EARNED	10,000.00	7,177.57	5,838.38	2,822.43	71.78
271-000-666.271	EVA EARLE TRUST-SNB DIVIDENDS	4,000.00	637.20	0.00	3,362.80	15.93
271-000-671.000	MISCELLANEOUS	1,500.00	1,636.11	0.00	(136.11)	109.07
271-000-675.000	DONATIONS/CONTRIBUTION	4,000.00	0.00	0.00	4,000.00	0.00
271-000-675.100	MEMORIALS-CHILDREN	100.00	0.00	0.00	100.00	0.00
271-000-675.200	MEMORIALS ADULTS	600.00	285.00	215.00	315.00	47.50
271-000-679.000	LOST BOOK REIMBURSEMENTS	300.00	163.99	34.00	136.01	54.66
271-000-687.000	REFUNDS/REBATES	50.00	0.00	0.00	50.00	0.00
271-000-699.271	TRANSFER FROM FUND BALANCE	0.00	0.00	0.00	0.00	0.00
Total Dept 000						
TOTAL REVENUES						
		619,146.00	59,613.30	6,400.12	559,532.70	9.63

Expenditures						
Dept 000						
271-000-704.500	WAGES LIBRARY	250,000.00	158,103.73	8,723.29	91,896.27	63.24
271-000-715.000	FICA EMPLOYER CONTRIBUTION	19,500.00	12,088.70	667.32	7,411.30	61.99
271-000-716.500	HEALTH INSURANCE	0.00	1,563.44	0.00	(1,563.44)	100.00
271-000-716.500	DISABILITY	9,500.00	4,085.50	0.00	5,414.50	43.01
271-000-719.000	WORKMEN'S COMP	1,300.00	1,001.04	0.00	298.96	77.00
271-000-727.000	OFFICE SUPPLIES	5,000.00	5,259.28	0.00	(259.28)	105.19
271-000-728.000	CHILDRENS BOOKS	18,000.00	12,499.88	1,328.03	5,500.12	69.44
271-000-728.100	ADULT BOOKS	25,000.00	17,575.04	1,268.44	7,424.96	70.30
271-000-728.200	AUDIO/VISUAL BOOKS	4,000.00	1,400.57	0.00	2,599.43	35.01
271-000-730.000	PERIODICALS	5,000.00	4,408.27	0.00	591.73	88.17
271-000-732.000	CHILDRENS PROGRAMS	15,000.00	11,952.77	2,628.81	3,047.23	79.69
271-000-800.000	ADMINISTRATION FEE	0.00	0.00	0.00	12,000.00	0.00
271-000-803.000	AUDIT	650.00	600.00	0.00	50.00	92.31
271-000-804.000	MEMBERSHIP & DUES	10,000.00	5,031.90	0.00	4,968.10	50.32
271-000-850.000	TELEPHONE	3,500.00	2,253.72	0.00	1,246.28	64.39
271-000-901.000	PRINTING & PUBLISHING	1,200.00	1,166.37	0.00	33.63	97.20
271-000-910.000	INSURANCE GENERAL LIABILITY	11,000.00	0.00	0.00	11,000.00	0.00
271-000-920.000	UTILITIES	16,000.00	12,347.88	0.00	3,652.12	77.17
271-000-930.000	REPAIRS/MAINTENANCE	20,000.00	13,705.43	1,130.00	6,294.57	68.53
271-000-936.000	MAINTENANCE AGREEMENTS	10,500.00	8,234.35	0.00	2,265.65	78.42
271-000-938.000	VEHICLE EXPENSE	250.00	0.00	0.00	250.00	0.00
271-000-956.000	MISCELLANEOUS	10,000.00	5,278.66	0.00	4,721.34	52.79
271-000-960.000	EDUCATION & TRAINING	400.00	0.00	0.00	400.00	0.00
271-000-970.000	CAPITAL OUTLAY	25,000.00	6,469.24	0.00	18,530.76	25.88
271-000-974.000	CAPITAL IMPROVEMENTS	146,346.00	23,993.55	0.00	122,352.45	16.40

REVENUE AND EXPENDITURE REPORT FOR THOMAS TOWNSHIP  
PERIOD ENDING 11/30/2025

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	11/30/2025 NORMAL (ABNORMAL)	MONTH 11/30/2025 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)			
Fund 271 - LIBRARY FUND								
Expenditures								
Total Dept 000		619,146.00	309,019.32	15,745.89	310,126.68	49.91		
TOTAL EXPENDITURES		619,146.00	309,019.32	15,745.89	310,126.68	49.91		
Fund 271 - LIBRARY FUND:								
TOTAL REVENUES		619,146.00	59,613.30	6,400.12	559,532.70	9.63		
TOTAL EXPENDITURES		619,146.00	309,019.32	15,745.89	310,126.68	49.91		
NET OF REVENUES & EXPENDITURES		0.00	(249,406.02)	(9,345.77)	249,406.02	100.00		

PERIOD ENDING 11/30/2025

		2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
GL NUMBER	DESCRIPTION	AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 11/30/2025	BALANCE	USED
Fund 587 - STATE OF MICHIGAN GRANT						
Revenues						
Dept 000						
587-000-566.000	GRANT	0.00	11,257,750.00	0.00	(11,257,750.00)	100.00
587-000-665.000	INTEREST EARNED	0.00	43,699.64	0.00	(43,699.64)	100.00
587-000-677.000	REIMBURSEMENTS	0.00	18,481.00	0.00	(18,481.00)	100.00
Total Dept 000		0.00	11,319,930.64	0.00	(11,319,930.64)	100.00
TOTAL REVENUES		0.00	11,319,930.64	0.00	(11,319,930.64)	100.00
Expenditures						
Dept 000						
587-000-800.000	ADMINISTRATION FEE	0.00	183,510.49	0.00	(183,510.49)	100.00
587-000-802.000	LEGAL SERVICES	0.00	250.00	0.00	(250.00)	100.00
587-000-974.450	IMPROVEMENTS ROADS	0.00	21,386.85	0.00	(21,386.85)	100.00
587-000-974.590	SEWER IMPROVEMENTS	0.00	62,247.15	2,607.75	(62,247.15)	100.00
587-000-974.591	WATER IMPROVEMENTS	0.00	4,036,369.67	180,601.22	(4,036,369.67)	100.00
587-000-974.593	WATER IMPROVEMENTS CITY OF SAGINAW	0.00	1,399,577.09	0.00	(1,399,577.09)	100.00
587-000-974.594	SEWER IMPROVEMENTS WWTP	0.00	28,873.30	0.00	(28,873.30)	100.00
Total Dept 000		0.00	5,732,214.55	183,208.97	(5,732,214.55)	100.00
TOTAL EXPENDITURES		0.00	5,732,214.55	183,208.97	(5,732,214.55)	100.00
Fund 587 - STATE OF MICHIGAN GRANT :						
TOTAL REVENUES		0.00	11,319,930.64	0.00	(11,319,930.64)	100.00
TOTAL EXPENDITURES		0.00	5,732,214.55	183,208.97	(5,732,214.55)	100.00
NET OF REVENUES & EXPENDITURES		0.00	5,587,716.09	(183,208.97)	(5,587,716.09)	100.00

REVENUE AND EXPENDITURE REPORT FOR THOMAS TOWNSHIP  
 PERIOD ENDING 11/30/2025

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 11/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 590 - SEWER FUND						
Revenues						
Dept 000						
590-000-450.000	LICENSE & PERMITS	0.00	45.00	0.00	(45.00)	100.00
590-000-528.000	OTHER FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00
590-000-566.100	GRANT	0.00	0.00	0.00	0.00	0.00
590-000-569.000	OTHER STATE GRANTS	0.00	0.00	0.00	0.00	0.00
590-000-608.000	USAGE	2,193,928.00	1,059,810.89	153,781.92	1,134,117.11	48.31
590-000-608.100	ADMINISTRATION FEE	0.00	0.00	0.00	0.00	0.00
590-000-608.200	CAPACITY FEE	30,000.00	14,000.00	2,000.00	16,000.00	46.67
590-000-608.300	DEFERRED ASSESSMENT	0.00	0.00	0.00	0.00	0.00
590-000-608.400	READY TO SERVE	400,000.00	229,096.70	25,787.07	170,903.30	57.27
590-000-610.000	CONNECTIONS	6,000.00	0.00	0.00	6,000.00	0.00
590-000-611.000	CONSTRUCTION REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
590-000-659.000	PENALTY	12,000.00	9,481.19	(20.45)	2,518.81	79.01
590-000-665.000	INTEREST EARNED	100,000.00	130,913.06	0.00	(30,913.06)	130.91
590-000-667.100	EQUIPMENT RENTAL	4,000.00	543.96	0.00	3,456.04	13.60
590-000-672.200	STARK ROAD SPECIAL ASSESSMENT	0.00	0.00	0.00	0.00	0.00
590-000-673.000	SALE OF ASSETS/INVENTORY	11,500.00	0.00	0.00	11,500.00	0.00
590-000-673.100	SALE OF FIXED ASSETS	0.00	2,500.00	0.00	(2,500.00)	100.00
590-000-676.000	REFUNDS-REBATES	0.00	0.00	0.00	0.00	0.00
590-000-680.000	REIMBURSEMENT	0.00	5,122.54	0.00	(5,122.54)	100.00
590-000-693.000	MISCELLANEOUS	0.00	1,587.16	0.00	(1,587.16)	100.00
590-000-693.200	LOCAL CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
590-000-693.300	GRANT REVENUES	0.00	0.00	0.00	0.00	0.00
590-000-699.611	TRANSFER IN FROM HSC CONNSTRU	0.00	0.00	0.00	0.00	0.00
Total Dept 000		2,757,428.00	1,453,100.50	181,548.54	1,304,327.50	52.70
TOTAL REVENUES		2,757,428.00	1,453,100.50	181,548.54	1,304,327.50	52.70
Expenditures						
Dept 536 - ADMINISTRATION						
590-536-704.000	SALARIES FULL-TIME	49,500.00	32,283.21	1,903.19	17,216.79	65.22
590-536-704.200	WAGES FULL-TIME CLERICAL	21,500.00	12,792.91	753.98	8,707.09	59.50
590-536-704.400	SICK DAY PAY OUT	0.00	0.00	0.00	0.00	0.00
590-536-704.716	WAGES IN LIEU OF HEALTH INSURA	1,800.00	0.00	0.00	1,800.00	0.00
590-536-705.000	WAGES PART-TIME HOURLY	10,750.00	6,413.58	373.93	4,336.42	59.66
590-536-715.000	FICA EMPLOYER CONTRIBUTION	6,300.00	3,854.48	226.10	2,445.52	61.18
590-536-716.000	HEALTH INSURANCE	9,000.00	11,884.99	0.00	(2,884.99)	132.06
590-536-716.050	HEALTH SAVINGS ACCOUNT	2,122.00	3,837.93	26.57	(1,715.93)	180.86
590-536-716.100	VISION/SHORT TERM DISAB/LIFE	800.00	471.16	0.00	328.84	58.90
590-536-716.200	DENTAL INSURANCE	1,350.00	1,187.12	0.00	162.88	87.93
590-536-716.300	INSURANCE LONG TERM DISABILIT	200.00	123.52	0.00	76.48	61.76
590-536-716.600	RETIREE HEALTH INS SUPPLEMENT	0.00	0.00	0.00	0.00	0.00
590-536-718.000	PENSION EMPLOYER CONTRIBUTION	8,520.00	5,409.14	318.86	3,110.86	63.49
590-536-719.000	WORKMEN'S COMP	325.00	218.28	12.86	106.72	67.16
590-536-740.000	OPERATING SUPPLIES	10,500.00	8,252.99	1,077.81	2,247.01	78.60
590-536-745.000	OPERATING SUPPLIES OFFICE EQUIP/FURNITU	3,900.00	1,832.73	0.00	2,067.27	46.99
590-536-800.000	ADMINISTRATION FEE	111,250.00	0.00	0.00	111,250.00	0.00
590-536-802.000	LEGAL SERVICES	800.00	1,156.25	812.50	(356.25)	144.53
590-536-803.000	AUDIT	1,700.00	2,200.00	0.00	(500.00)	129.41
590-536-804.000	MEMBERSHIP & DUES	3,500.00	0.00	0.00	3,500.00	0.00
590-536-810.000	CONTRACTED SERVICES	4,850.00	5,639.60	0.00	(789.60)	116.28

REVENUE AND EXPENDITURE REPORT FOR THOMAS TOWNSHIP  
 PERIOD ENDING 11/30/2025

		2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
		11/30/2025	11/30/2025	MONTH 11/30/2025	BALANCE	% BDGT
GL NUMBER	DESCRIPTION	AMENDED BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 590 - SEWER FUND						
Expenditures						
590-536-817.000	PROFESSIONAL SERVICES	300.00	31.58	0.00	268.42	10.53
590-536-900.000	LEGAL NOTICES	250.00	0.00	0.00	250.00	0.00
590-536-936.000	MAINTENANCE AGREEMENTS	1,250.00	1,025.37	0.00	224.63	82.03
590-536-960.000	EDUCATION & TRAINING	1,000.00	548.22	0.00	451.78	54.82
Total Dept 536 - ADMINISTRATION		251,467.00	99,163.06	5,505.80	152,303.94	39.43
Dept 540 - OPERATIONS & MAINTENANCE						
590-540-704.100	WAGES FULL-TIME HOURLY	145,000.00	101,634.45	6,325.05	43,365.55	70.09
590-540-704.400	SICK DAY PAY OUT	1,000.00	0.00	0.00	1,000.00	0.00
590-540-704.600	WAGES PAGERS	3,900.00	2,650.33	0.00	1,249.67	67.96
590-540-704.716	WAGES IN LIEU OF HEALTH INSUR	0.00	0.00	0.00	0.00	0.00
590-540-705.000	WAGES PART-TIME HOURLY	23,000.00	18,834.54	1,070.25	4,165.46	81.89
590-540-705.150	WAGES-PROJECT MANAGEMENT	17,614.00	20,544.87	0.00	(2,930.87)	116.64
590-540-710.000	WAGES OVERTIME	14,000.00	7,142.27	746.81	6,857.73	51.02
590-540-715.000	FICA EMPLOYER CONTRIBUTION	15,650.00	11,043.56	589.18	4,606.44	70.57
590-540-716.000	HEALTH INSURANCE	38,000.00	36,324.33	0.00	1,675.67	95.59
590-540-716.050	HEALTH SAVINGS ACCOUNT	12,250.00	13,900.16	63.28	(1,650.16)	113.47
590-540-716.100	VISION/SHORT TERM DISAB/LIFE	2,000.00	1,690.40	0.00	309.60	84.52
590-540-716.200	DENTAL INSURANCE	3,600.00	3,307.44	0.00	292.56	91.87
590-540-716.300	INSURANCE LONG TERM DISABILIT	440.00	397.06	0.00	42.94	90.24
590-540-716.600	RETIREE HEALTH INS SUPPLEMENT	0.00	0.00	0.00	0.00	0.00
590-540-718.000	PENSION EMPLOYER CONTRIBUTION	21,800.00	15,836.49	848.62	5,963.51	72.64
590-540-719.000	WORKMEN'S COMP	2,200.00	1,017.14	56.05	1,182.86	46.23
590-540-740.000	OPERATING SUPPLIES	4,500.00	30.56	0.00	4,469.44	0.68
590-540-742.000	UNIFORMS	3,900.00	2,737.53	301.09	1,162.47	70.19
590-540-810.000	CONTRACTED SERVICES	6,100.00	3,349.28	115.80	2,750.72	54.91
590-540-817.000	PROFESSIONAL SERVICES	87,500.00	35,416.12	0.00	52,083.88	40.48
590-540-836.000	EMPLOYMENT PHYSICALS	150.00	0.00	0.00	150.00	0.00
590-540-850.000	TELEPHONE	3,700.00	660.81	69.93	3,039.19	17.86
590-540-850.100	WIRELESS COMMUNICATIONS	1,250.00	506.09	60.42	743.91	40.49
590-540-910.000	INSURANCE GENERAL LIABILITY	21,000.00	21,106.04	0.00	(106.04)	100.50
590-540-920.000	UTILITIES	90,000.00	61,870.22	4,780.62	28,129.78	68.74
590-540-922.000	SEWAGE TREATMENT FEES	625,000.00	194,776.05	0.00	430,223.95	31.16
590-540-930.000	REPAIRS/MAINTENANCE	355,000.00	170,933.13	41,668.29	184,066.87	48.15
590-540-932.000	MISS DIG SERVICES	1,500.00	0.00	0.00	1,500.00	0.00
590-540-936.000	MAINTENANCE AGREEMENTS	13,450.00	7,492.80	0.00	5,957.20	55.71
590-540-938.000	VEHICLE EXPENSE	33,500.00	11,082.92	30.47	22,417.08	33.08
590-540-938.100	GAS & DIESEL FUEL	14,500.00	6,955.67	1,063.10	7,544.33	47.97
590-540-939.000	CONTRACTED CONNECTIONS	6,000.00	7,800.00	0.00	(1,800.00)	130.00
590-540-956.000	MISCELLANEOUS	1,000.00	0.00	0.00	1,000.00	0.00
590-540-960.000	EDUCATION & TRAINING	1,000.00	480.00	0.00	520.00	48.00
590-540-968.000	DEPRECIATION	390,000.00	0.00	0.00	390,000.00	0.00
Total Dept 540 - OPERATIONS & MAINTENANCE		1,959,504.00	759,520.26	57,788.96	1,199,983.74	38.76
Dept 900 - CAPITAL CONTROL						
590-900-970.000	CAPITAL OUTLAY	72,500.00	28,942.78	0.00	43,557.22	39.92
590-900-974.000	CAPITAL IMPROVEMENTS	0.00	119,180.09	0.00	(119,180.09)	100.00
590-900-974.175	SANITARY SEWER HSC IMPROVEMENTS	0.00	217,744.14	0.00	(217,744.14)	100.00
590-900-974.185	CAPITAL IMPROVEMENTS SPECIAL PROJECT	0.00	0.00	0.00	0.00	0.00

REVENUE AND EXPENDITURE REPORT FOR THOMAS TOWNSHIP  
 PERIOD ENDING 11/30/2025

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 11/30/2025 INCREASE (DECREASE)	11/30/2025 DECREASE)	BALANCE NORMAL (ABNORMAL)		
Fund 590 - SEWER FUND								
Expenditures								
Total Dept 900 - CAPITAL CONTROL		72,500.00	365,867.01	0.00	(293,367.01)	504.64		
Dept 995 - TRANSFER-OUT								
590-995-999.101	TRANSFER OUT TO GENERAL FUND	0.00	0.00	0.00	0.00	0.00		
Total Dept 995 - TRANSFER-OUT		0.00	0.00	0.00	0.00	0.00		
TOTAL EXPENDITURES		2,283,471.00	1,224,550.33	63,294.76	1,058,920.67	53.63		
Fund 590 - SEWER FUND:								
TOTAL REVENUES		2,757,428.00	1,453,100.50	181,548.54	1,304,327.50	52.70		
TOTAL EXPENDITURES		2,283,471.00	1,224,550.33	63,294.76	1,058,920.67	53.63		
NET OF REVENUES & EXPENDITURES		473,957.00	228,550.17	118,253.78	245,406.83	48.22		

REVENUE AND EXPENDITURE REPORT FOR THOMAS TOWNSHIP  
 PERIOD ENDING 11/30/2025

BB: Thomas Township		2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 11/30/2025	BALANCE	% BDGT
				INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 591 - WATER FUND						
Revenues						
Dept 000						
591-000-499.200	SITE REVIEW	0.00	0.00	0.00	0.00	0.00
591-000-528.000	OTHER FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00
591-000-569.000	OTHER STATE GRANTS	0.00	0.00	0.00	0.00	0.00
591-000-608.000	USAGE	4,248,720.00	2,642,323.69	408,903.41	1,606,396.31	62.19
591-000-608.100	ADMINISTRATION FEE	0.00	0.00	0.00	0.00	0.00
591-000-608.200	CAPACITY FEE	25,000.00	12,500.00	1,250.00	12,500.00	50.00
591-000-608.300	DEFERRED ASSESSMENT	0.00	0.00	0.00	0.00	0.00
591-000-608.400	READY TO SERVE	2,050,000.00	1,406,064.54	191,882.59	643,935.46	68.59
591-000-609.000	TURN ON/TURN OFF	4,800.00	4,500.00	160.00	300.00	93.75
591-000-610.000	CONNECTIONS	50,920.00	34,307.48	2,727.73	16,612.52	67.38
591-000-611.000	CONSTRUCTION REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
591-000-652.000	NSF CHECK FEE	0.00	731.97	35.00	(731.97)	100.00
591-000-659.000	PENALTY	0.00	16,083.04	(23.29)	(16,083.04)	100.00
591-000-665.000	INTEREST EARNED	50,000.00	85,318.44	0.00	(35,318.44)	170.64
591-000-667.100	EQUIPMENT RENTAL	15,000.00	25,272.37	0.00	(10,272.37)	168.48
591-000-673.000	SALE OF ASSETS/INVENTORY	11,500.00	0.00	0.00	11,500.00	0.00
591-000-673.100	SALE OF FIXED ASSETS	0.00	2,500.00	0.00	(2,500.00)	100.00
591-000-676.000	REFUNDS-REBATES	0.00	0.00	0.00	0.00	0.00
591-000-680.000	REIMBURSEMENT	0.00	3,737.49	0.00	(3,737.49)	100.00
591-000-693.000	MISCELLANEOUS	0.00	4,787.17	0.00	(4,787.17)	100.00
591-000-693.200	LOCAL CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
591-000-694.000	CASH OVER/SHORT	0.00	45.00	(1.00)	(45.00)	100.00
591-000-695.000	REFUNDS/REIMBURSEMENTS	0.00	133.05	0.00	(133.05)	100.00
591-000-696.200	CONTRIBUTION NON GOVERNMENTAL	0.00	0.00	0.00	0.00	0.00
Total Dept 000		6,455,940.00	4,238,304.24	604,934.44	2,217,635.76	65.65
TOTAL REVENUES		6,455,940.00	4,238,304.24	604,934.44	2,217,635.76	65.65
Expenditures						
Dept 536 - ADMINISTRATION						
591-536-704.000	SALARIES FULL-TIME	49,500.00	32,281.52	1,903.15	17,218.48	65.22
591-536-704.200	WAGES FULL-TIME CLERICAL	21,500.00	12,792.13	753.98	8,707.87	59.50
591-536-704.400	SICK DAY PAY OUT	0.00	0.00	0.00	0.00	0.00
591-536-704.716	WAGES IN LIEU OF HEALTH INSURA	1,800.00	0.00	0.00	1,800.00	0.00
591-536-705.000	WAGES PART-TIME HOURLY	10,750.00	6,413.22	373.90	4,336.78	59.66
591-536-715.000	FICA EMPLOYER CONTRIBUTION	6,300.00	3,853.70	226.05	2,446.30	61.17
591-536-716.000	HEALTH INSURANCE	9,000.00	11,884.99	0.00	(2,884.99)	132.06
591-536-716.050	HEALTH SAVINGS ACCOUNT	7,122.00	3,837.79	26.57	3,284.21	53.89
591-536-716.100	VISION/SHORT TERM DISAB/LIFE	800.00	471.18	0.00	328.82	58.90
591-536-716.200	DENTAL INSURANCE	1,350.00	1,187.12	0.00	162.88	87.93
591-536-716.300	INSURANCE LONG TERM DISABILIT	200.00	123.52	0.00	76.48	61.76
591-536-716.600	RETIREE HEALTH INS SUPPLEMENT	0.00	0.00	0.00	0.00	0.00
591-536-718.000	PENSION EMPLOYER CONTRIBUTION	8,520.00	5,408.86	318.85	3,111.14	63.48
591-536-719.000	WORKMEN'S COMP	325.00	217.70	12.83	107.30	66.98
591-536-740.000	OPERATING SUPPLIES	10,500.00	8,253.13	1,077.81	2,246.87	78.60
591-536-745.000	OPERATING SUPPLIES OFFICE EQUIP/FURNITU	3,900.00	1,832.74	0.00	2,067.26	46.99
591-536-800.000	ADMINISTRATION FEE	111,000.00	0.00	0.00	111,000.00	0.00
591-536-802.000	LEGAL SERVICES	800.00	181.25	100.00	618.75	22.66
591-536-803.000	AUDIT	3,500.00	2,200.00	0.00	1,300.00	62.86
591-536-804.000	MEMBERSHIP & DUES	9,700.00	7,912.85	7,481.85	1,787.15	81.58

REVENUE AND EXPENDITURE REPORT FOR THOMAS TOWNSHIP  
 PERIOD ENDING 11/30/2025

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 11/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 591 - WATER FUND						
Expenditures						
591-536-810.000	CONTRACTED SERVICES	4,850.00	5,639.61	0.00	(789.61)	116.28
591-536-817.000	PROFESSIONAL SERVICES	0.00	31.59	0.00	(31.59)	100.00
591-536-900.000	LEGAL NOTICES	250.00	0.00	0.00	250.00	0.00
591-536-901.000	PRINTING & PUBLISHING	250.00	0.00	0.00	250.00	0.00
591-536-936.000	MAINTENANCE AGREEMENTS	1,000.00	1,025.37	0.00	(25.37)	102.54
591-536-960.000	EDUCATION & TRAINING	1,500.00	548.22	0.00	951.78	36.55
Total Dept 536 - ADMINISTRATION		264,417.00	106,096.49	12,274.99	158,320.51	40.12
Dept 540 - OPERATIONS & MAINTENANCE						
591-540-704.100	WAGES FULL-TIME HOURLY	145,000.00	102,151.01	6,318.26	42,848.99	70.45
591-540-704.400	SICK DAY PAY OUT	1,000.00	0.00	0.00	1,000.00	0.00
591-540-704.600	WAGES PAGERS	3,600.00	2,649.67	0.00	950.33	73.60
591-540-704.716	WAGES IN LIEU OF HEALTH INSUR	0.00	0.00	0.00	0.00	0.00
591-540-705.000	WAGES PART-TIME HOURLY	23,000.00	18,830.05	1,069.13	4,169.95	81.87
591-540-705.150	WAGES-PROJECT MANAGEMENT	17,614.00	20,544.26	0.00	(2,930.26)	116.64
591-540-710.000	WAGES OVERTIME	11,000.00	5,548.41	233.06	5,451.59	50.44
591-540-715.000	FICA EMPLOYER CONTRIBUTION	15,393.00	10,957.84	550.56	4,435.16	71.19
591-540-716.000	HEALTH INSURANCE	34,000.00	36,324.33	0.00	(2,324.33)	106.84
591-540-716.050	HEALTH SAVINGS ACCOUNT	12,250.00	14,020.08	63.14	(1,770.08)	114.45
591-540-716.100	VISION/SHORT TERM DISAB/LIFE	2,000.00	1,690.40	0.00	309.60	84.52
591-540-716.200	DENTAL INSURANCE	3,600.00	3,307.44	0.00	292.56	91.87
591-540-716.300	INSURANCE LONG TERM DISABILIT	440.00	397.06	0.00	42.94	90.24
591-540-716.600	RETIREE HEALTH INS SUPPLEMENT	0.00	0.00	0.00	0.00	0.00
591-540-718.000	PENSION EMPLOYER CONTRIBUTION	19,513.00	15,707.23	786.13	3,805.77	80.50
591-540-719.000	WORKMEN'S COMP	2,100.00	1,545.65	87.68	554.35	73.60
591-540-740.000	OPERATING SUPPLIES	4,500.00	30.57	0.00	4,469.43	0.68
591-540-742.000	UNIFORMS	3,900.00	2,737.56	301.09	1,162.44	70.19
591-540-810.000	CONTRACTED SERVICES	6,100.00	12,404.86	115.80	(6,304.86)	203.36
591-540-817.000	PROFESSIONAL SERVICES	17,500.00	1,943.12	0.00	15,556.88	11.10
591-540-836.000	EMPLOYMENT PHYSICALS	150.00	0.00	0.00	150.00	0.00
591-540-850.000	TELEPHONE	3,700.00	319.18	69.93	3,380.82	8.63
591-540-850.100	WIRELESS COMMUNICATIONS	1,250.00	506.09	60.42	743.91	40.49
591-540-910.000	INSURANCE GENERAL LIABILITY	25,500.00	25,476.94	0.00	23.06	99.91
591-540-918.000	CITY WATER SERVICES AGREEMENT	32,000.00	32,000.00	0.00	0.00	100.00
591-540-920.000	UTILITIES	15,000.00	8,501.71	182.12	6,498.29	56.68
591-540-927.000	PURCHASING WATER	2,750,000.00	1,966,550.46	228,130.98	783,449.54	71.51
591-540-927.100	READINESS TO SERVE CITY OF SA	2,000,000.00	945,960.00	123,783.00	1,054,040.00	47.30
591-540-930.000	REPAIRS/MAINTENANCE	135,000.00	66,645.02	4,649.40	68,354.98	49.37
591-540-930.300	WATER METER REPLACEMENT	10,000.00	10,322.79	0.00	(322.79)	103.23
591-540-932.000	MISS DIG SERVICES	1,600.00	0.00	0.00	1,600.00	0.00
591-540-936.000	MAINTENANCE AGREEMENTS	1,900.00	0.00	0.00	1,900.00	0.00
591-540-938.000	VEHICLE EXPENSE	33,500.00	11,083.02	30.48	22,416.98	33.08
591-540-938.100	GAS & DIESEL FUEL	14,500.00	6,955.69	1,063.10	7,544.31	47.97
591-540-939.000	CONTRACTED CONNECTIONS	32,000.00	23,725.66	0.00	8,274.34	74.14
591-540-940.400	LEASE AGREEMENTS LAND/RAILROAD	4,500.00	2,637.65	0.00	1,862.35	58.61
591-540-956.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
591-540-960.000	EDUCATION & TRAINING	2,000.00	480.00	0.00	1,520.00	24.00
591-540-968.000	DEPRECIATION	400,000.00	0.00	0.00	400,000.00	0.00
Total Dept 540 - OPERATIONS & MAINTENANCE		5,785,110.00	3,351,953.75	367,494.28	2,433,156.25	57.94

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REVENUE AND EXPENDITURE REPORT FOR THOMAS TOWNSHIP  
PERIOD ENDING 11/30/2025

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GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 11/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 591 - WATER FUND						
Expenditures						
Dept 900 - CAPITAL CONTROL						
591-900-970.000	CAPITAL OUTLAY	72,500.00	28,942.78	0.00	43,557.22	39.92
591-900-974.000	CAPITAL IMPROVEMENTS	323,462.00	112,880.84	0.00	210,581.16	34.90
591-900-974.185	CAPITAL IMPROVEMENTS SPECIAL PROJECT	0.00	0.00	0.00	0.00	0.00
Total Dept 900 - CAPITAL CONTROL		395,962.00	141,823.62	0.00	254,138.38	35.82
Dept 995 - TRANSFER-OUT						
591-995-999.101	TRANSFER OUT TO GENERAL FUND	0.00	0.00	0.00	0.00	0.00
Total Dept 995 - TRANSFER-OUT		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		6,445,489.00	3,599,873.86	379,769.27	2,845,615.14	55.85
Fund 591 - WATER FUND:						
TOTAL REVENUES		6,455,940.00	4,238,304.24	604,934.44	2,217,635.76	65.65
TOTAL EXPENDITURES		6,445,489.00	3,599,873.86	379,769.27	2,845,615.14	55.85
NET OF REVENUES & EXPENDITURES		10,451.00	638,430.38	225,165.17	(627,979.38)	6,108.80

REVENUE AND EXPENDITURE REPORT FOR THOMAS TOWNSHIP  
 PERIOD ENDING 11/30/2025

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2025 NORMAL (ABNORMAL)	MONTH 11/30/2025 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)		
Fund 596 - MUNICIPAL REFUSE FUND							
Revenues							
Dept 000							
596-000-404.000	SPECIAL ASSESSMENT REVENUE	1,060,206.00	0.00	0.00	1,060,206.00	0.00	
596-000-649.000	SALES	0.00	0.00	0.00	0.00	0.00	
596-000-665.000	INTEREST EARNED	1,800.00	6,957.81	0.00	(5,157.81)	386.55	
596-000-671.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	
596-000-674.000	MUNICIPAL REFUSE REVENUE	1,000.00	508.20	105.44	491.80	50.82	
Total Dept 000		1,063,006.00	7,466.01	105.44	1,055,539.99	0.70	
TOTAL REVENUES		1,063,006.00	7,466.01	105.44	1,055,539.99	0.70	
Expenditures							
Dept 000							
596-000-704.100	WAGES FULL-TIME HOURLY	2,000.00	1,077.11	39.72	922.89	53.86	
596-000-710.000	WAGES OVERTIME	180.00	139.02	0.00	40.98	77.23	
596-000-715.000	FICA EMPLOYER CONTRIBUTION	167.00	87.03	2.82	79.97	52.11	
596-000-716.000	HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00	
596-000-716.050	HEALTH SAVINGS ACCOUNT	21.00	50.49	0.40	(29.49)	240.43	
596-000-716.400	FRINGE BENEFITS	0.00	0.00	0.00	0.00	0.00	
596-000-718.000	PENSION EMPLOYER CONTRIBUTION	265.00	145.96	4.77	119.04	55.08	
596-000-719.000	WORKMEN'S COMP	25.00	19.86	0.92	5.14	79.44	
596-000-740.000	OPERATING SUPPLIES	400.00	182.20	0.00	217.80	45.55	
596-000-800.000	ADMINISTRATION FEE	32,215.00	0.00	0.00	32,215.00	0.00	
596-000-802.000	LEGAL SERVICES	0.00	0.00	0.00	0.00	0.00	
596-000-803.000	AUDIT	300.00	100.00	0.00	200.00	33.33	
596-000-808.000	REFUSE CONTRACT	1,005,000.00	482,595.13	0.00	522,404.87	48.02	
596-000-810.000	CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0.00	
596-000-817.000	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00	
596-000-900.000	LEGAL NOTICES	0.00	0.00	0.00	0.00	0.00	
596-000-910.000	INSURANCE GENERAL LIABILITY	2,510.00	2,253.91	0.00	256.09	89.80	
596-000-930.000	REPAIRS/MAINTENANCE	2,500.00	3,631.04	0.00	(1,131.04)	145.24	
596-000-936.000	MAINTENANCE AGREEMENTS	200.00	166.66	0.00	33.34	83.33	
596-000-938.100	GAS & DIESEL FUEL	0.00	0.00	0.00	0.00	0.00	
596-000-940.100	EQUIPMENT RENTAL	2,500.00	2,169.01	0.00	330.99	86.76	
596-000-964.000	REFUNDS	0.00	0.00	0.00	0.00	0.00	
596-000-974.000	CAPITAL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	
Total Dept 000		1,048,283.00	492,617.42	48.63	555,665.58	46.99	
TOTAL EXPENDITURES		1,048,283.00	492,617.42	48.63	555,665.58	46.99	
Fund 596 - MUNICIPAL REFUSE FUND:							
TOTAL REVENUES		1,063,006.00	7,466.01	105.44	1,055,539.99	0.70	
TOTAL EXPENDITURES		1,048,283.00	492,617.42	48.63	555,665.58	46.99	
NET OF REVENUES & EXPENDITURES		14,723.00	(485,151.41)	56.81	499,874.41	3,295.19	

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REVENUE AND EXPENDITURE REPORT FOR THOMAS TOWNSHIP  
PERIOD ENDING 11/30/2025

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BB: Thomas Township		2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
GL NUMBER	DESCRIPTION	AMENDED BUDGET	11/30/2025	MONTH 11/30/2025	BALANCE	USED
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 603 - TECHNOLOGY FUND						
Revenues						
Dept 000						
603-000-665.000	INTEREST EARNED	1,000.00	349.16	0.00	650.84	34.92
603-000-677.101	REIMBURSEMENTS FROM GEERAL FUND	26,000.00	35,358.19	0.00	(9,358.19)	135.99
603-000-677.205	REIMBURSEMENTS FROM PUBLIC SAFETY FIRE	7,000.00	8,750.96	0.00	(1,750.96)	125.01
603-000-677.207	REIMBURSEMENTS PUBLIC SAFETY POLICE	7,000.00	15,669.72	0.00	(8,669.72)	223.85
603-000-677.590	REIMBURSEMENTS FROM SEWER FUND	7,000.00	6,406.64	0.00	593.36	91.52
603-000-677.591	REIMBURSEMENTS FROM WATER	7,000.00	6,406.66	0.00	593.34	91.52
603-000-677.596	REIMBURSEMENTS FROM MUNICIPAL REFUSE	175.00	166.66	0.00	8.34	95.23
603-000-677.752	REIMBURSEMENTS FROM PARKS	2,000.00	621.77	0.00	1,378.23	31.09
603-000-699.101	TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00
Total Dept 000		57,175.00	73,729.76	0.00	(16,554.76)	128.95
TOTAL REVENUES		57,175.00	73,729.76	0.00	(16,554.76)	128.95
Expenditures						
Dept 000						
603-000-745.200	SOFTWARE	3,400.00	7,127.88	0.00	(3,727.88)	209.64
603-000-745.225	CONTRACTED SERVCIES	22,000.00	30,360.00	0.00	(8,360.00)	138.00
603-000-745.250	COMPUTERS & PERIPHERALS	10,000.00	14,573.26	0.00	(4,573.26)	145.73
603-000-745.275	COPIER RELATED COSTS	7,500.00	7,550.51	0.00	(50.51)	100.67
603-000-745.300	SOFTWARE SUPPORT AGREEMENTS	21,000.00	17,810.00	120.00	3,190.00	84.81
Total Dept 000		63,900.00	77,421.65	120.00	(13,521.65)	121.16
TOTAL EXPENDITURES		63,900.00	77,421.65	120.00	(13,521.65)	121.16
Fund 603 - TECHNOLOGY FUND:						
TOTAL REVENUES		57,175.00	73,729.76	0.00	(16,554.76)	128.95
TOTAL EXPENDITURES		63,900.00	77,421.65	120.00	(13,521.65)	121.16
NET OF REVENUES & EXPENDITURES		(6,725.00)	(3,691.89)	(120.00)	(3,033.11)	54.90

REVENUE AND EXPENDITURE REPORT FOR THOMAS TOWNSHIP  
 PERIOD ENDING 11/30/2025

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 11/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDO USED
Fund 702 - SPECIAL FLOOD 2020 FUND						
Revenues						
Dept 000						
702-000-665.000	INTEREST EARNED	0.00	0.00	0.00	0.00	0.00
702-000-675.000	DONATIONS/CONTRIBUTION	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
Expenditures						
Dept 000						
702-000-956.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
Fund 702 - SPECIAL FLOOD 2020 FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES - ALL FUNDS						
TOTAL REVENUES - ALL FUNDS		19,038,252.00	20,646,186.38	990,748.33	(1,607,934.38)	108.45
TOTAL EXPENDITURES - ALL FUNDS		17,649,304.00	17,017,649.94	815,106.02	631,654.06	96.42
NET OF REVENUES & EXPENDITURES		1,388,948.00	3,628,536.44	175,642.31	(2,239,588.44)	261.24

CASH SUMMARY BY ACCOUNT FOR THOMAS TOWNSHIP  
 FROM 11/01/2025 TO 11/30/2025  
 FUND: ALL FUNDS  
 CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 11/01/2025	Total Debits	Total Credits	Ending Balance 11/30/2025
Fund 100	CLEARING FUND				
001.000	CLEARING FUND	89,285.67	640,371.25	638,539.06	91,117.86
Fund 101	GENERAL OPERATING FUND				
002.000	CASH THE STATE BANK	629,002.45	180,948.00	94,623.41	715,327.04
002.010	THE STATE BANK SAVINGS	777,240.85	0.00	0.00	777,240.85
002.100	CASH PERFORMANCE DEPOSITS	171.23	0.00	0.00	171.23
002.325	CASH FRANKENMUTH CREDIT UNION	256,743.91	0.00	0.00	256,743.91
002.375	CASH HUNTINGTON BANK	11,550.92	0.00	0.00	11,550.92
002.385	CASH HUNTINGTON BANK	864,812.10	0.00	0.00	864,812.10
002.387	CASH HUNTINGTON BANK	1,446,689.63	0.00	0.00	1,446,689.63
003.000	CERTIFICATES OF DEPOSITS - THE ST	606,740.68	0.00	0.00	606,740.68
003.375	CHERTIFICATE OF DEPOSITS HUNTINGT	304,609.82	0.00	0.00	304,609.82
	GENERAL OPERATING FUND	4,897,561.59	180,948.00	94,623.41	4,983,886.18
Fund 205	PUBLIC SAFETY-FIRE DEPARTMENT				
002.000	CASH THE STATE BANK	123,397.56	2,619.40	26,774.28	99,242.68
003.000	CERTIFICATES OF DEPOSITS - THE ST	709,594.23	3,790.25	0.00	713,384.48
	PUBLIC SAFETY-FIRE DEPARTMENT	832,991.79	6,409.65	26,774.28	812,627.16
Fund 206	FIRE APPARATUS				
002.000	CASH THE STATE BANK	232,119.83	9.42	358.50	231,770.75
Fund 207	PUBLIC SAFETY-POLICE				
002.000	CASH THE STATE BANK	178,103.43	160.68	45,000.62	133,263.49
003.000	CERTIFICATES OF DEPOSITS - THE ST	1,620,349.59	0.00	0.00	1,620,349.59
	PUBLIC SAFETY-POLICE	1,798,453.02	160.68	45,000.62	1,753,613.08
Fund 246	ROAD REVOLVING FUND				
002.000	CASH THE STATE BANK	174,982.13	0.00	0.00	174,982.13
003.000	CERTIFICATES OF DEPOSITS - THE ST	603,853.01	8,838.46	0.00	612,691.47
	ROAD REVOLVING FUND	778,835.14	8,838.46	0.00	787,673.60
Fund 248	Downtown Development Authority				
002.000	CASH THE STATE BANK	203,841.98	0.00	5,492.42	198,349.56
003.000	CERTIFICATES OF DEPOSITS - THE ST	111,802.48	385.85	0.00	112,188.33
	Downtown Development Authority	315,644.46	385.85	5,492.42	310,537.89
Fund 265	P.S. DRUG LAW ENFORCEMENT				
002.000	CASH THE STATE BANK	5,295.28	0.00	0.00	5,295.28
Fund 271	LIBRARY FUND				
002.000	CASH THE STATE BANK	53,619.19	125,561.74	15,746.89	163,434.04
002.001	LIBRARY DONATIONS CHOICEONE	0.00	1.00	0.00	1.00
003.000	CERTIFICATES OF DEPOSITS - THE ST	250,000.00	5,838.38	125,000.00	130,838.38
003.271	CD LIBRARY 08/2016 .50	221,907.02	0.00	0.00	221,907.02
	LIBRARY FUND	525,526.21	131,401.12	140,746.89	516,180.44
Fund 587	STATE OF MICHIGAN GRANT				
002.375	CASH HUNTINGTON BANK	6,733,007.01	0.00	183,208.97	6,549,798.04
Fund 590	SEWER FUND				
002.000	CASH THE STATE BANK	641,876.80	142,175.40	63,472.47	720,579.73
002.010	THE STATE BANK SAVINGS	1,317,898.47	0.00	0.00	1,317,898.47
002.050	SPECIAL LEGISLATIVE GRANT HSC	2,424,262.05	0.00	0.00	2,424,262.05
002.200	RESERVED CASH SYSTEM EXPANSIO	247,394.95	2,000.00	0.00	249,394.95
002.375	CASH HUNTINGTON BANK	0.00	10,334.43	0.00	10,334.43
002.385	CASH HUNTINGTON BANK	2,885,022.47	0.00	10,334.43	2,874,688.04
002.386	HUNTINGTON BANK SYSTEM EXPANSION	117,933.00	0.00	0.00	117,933.00

CASH SUMMARY BY ACCOUNT FOR THOMAS TOWNSHIP  
 FROM 11/01/2025 TO 11/30/2025  
 FUND: ALL FUNDS  
 CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 11/01/2025	Total Debits	Total Credits	Ending Balance 11/30/2025
003.000	CERTIFICATES OF DEPOSITS - THE ST	545,568.85	0.00	0.00	545,568.85
	SEWER FUND	8,179,956.59	154,509.83	73,806.90	8,260,659.52
Fund 591 WATER FUND					
001.100	CLEARING CASH	2,035.66	0.00	0.00	2,035.66
002.000	CASH THE STATE BANK	709,273.17	500,835.80	379,884.91	830,224.06
002.010	THE STATE BANK SAVINGS	532,974.59	0.00	0.00	532,974.59
002.200	RESERVED CASH SYSTEM EXPANSIO	233,217.99	1,250.00	0.00	234,467.99
002.375	CASH HUNTINGTON BANK	10,121.72	0.00	0.00	10,121.72
002.385	CASH HUNTINGTON BANK	1,842,951.15	0.00	0.00	1,842,951.15
002.386	HUNTINGTON BANK SYSTEM EXPANSION	266,188.92	0.00	0.00	266,188.92
002.387	CASH HUNTINGTON BANK	855,805.01	0.00	0.00	855,805.01
002.390	CASH FIRST STATE BANK	266,888.99	0.00	0.00	266,888.99
	WATER FUND	4,719,457.20	502,085.80	379,884.91	4,841,658.09
Fund 596 MUNICIPAL REFUSE FUND					
002.000	CASH THE STATE BANK	190,260.02	105.44	47.71	190,317.75
003.000	CERTIFICATES OF DEPOSITS - THE ST	300,000.00	0.00	0.00	300,000.00
	MUNICIPAL REFUSE FUND	490,260.02	105.44	47.71	490,317.75
Fund 603 TECHNOLOGY FUND					
002.000	CASH THE STATE BANK	19,698.43	0.00	120.00	19,578.43
Fund 703 TAX FUND					
002.000	CASH THE STATE BANK	373,243.26	27,819.41	10,113.81	390,948.86
	TOTAL - ALL FUNDS	29,991,335.50	1,653,044.91	1,598,717.48	30,045,662.93

## **PARKS AND RECREATION REPORT DECEMBER 2025**

### **ROETHKE PARK**

Roethke Park is pretty quiet these days expect for some trail walkers.

### **ROBERTS PARK**

Roberts Park has slowed down now the Farmers Markets are over. We are starting to prepare for Winter Wonderland December 12<sup>th</sup> and 13<sup>th</sup>. People will start setting up sites around Thanksgiving week.

### **COMMUNITY PARK**

We have pulled the nets and wind screens for the year.

### **DAY PARK**

Some sledding has happened!!

### **PROGRAMS**

We have sent out flyers for winter programs which will all start in January, Archery, Basketball Boys and Girls and the Basketball Clinic.

### **NATURE CENTER PRESERVE**

Kailey did a little acorns program on November 12<sup>th</sup> and it went well. Family Fun day was November 15<sup>th</sup> and Family Fun Day was November 20<sup>th</sup> from 5pm-8pm.