



AGENDA  
THOMAS TOWNSHIP REGULAR BOARD MEETING  
8215 Shields Drive, Saginaw, MI 48609  
December 2, 2019  
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 4, 2019 Regular Board Minutes.
  - B. Approval of the Expenditures.
  - C. Receive and acknowledge the resignation of Alisa Salazar from the Fire Department.
  - D. Approve the Supervisor's recommendations to reappoint Mike Wenglikowski to the DDA for the term ending 01/01/2024.
  - E. Approve the Supervisor's recommendations of Patrick Lynch and Kimberlee Beam to the Planning Commission for the term 01/01/2020-01/01/2023.
  - F. Receive and acknowledge the resignation of Don Emeott from the Downtown Development Authority Board effective 12/31/2019.
  - G. Approve the revised Drug and Alcohol Use Policy #818.
  - H. Approve the hiring of Amanda Cech for the part-time, probationary receptionist position.
6. Communications-Petitions-Citizen Comments

**It is requested that you state your name and address for the record.**
7. Public Hearing
  - A. None.
8. Unfinished Business
  - A. None.
9. New Business
  - A. Approve Resolution 19-25, the Township ownership of the Saginaw Control and Engineering water distribution system.
  - B. Approve Resolution 19-26, the Township ownership of The Greens at Apple Mountain water distribution and sanitary sewer system.
  - C. Approve Resolution 19-28 objecting to the transfer of parcel #28-12-3-25-1032-000, 7111 McCliggott from the foreclosing government of Saginaw County.
  - D. Approve the annual administrative fireworks display review process for Swan Valley Banquet Center for 2020.
  - E. Approve Resolution 19-29, establishing the dates, times, and place for 2020 regular Township Board meetings.
  - F. Accept the recommendation of the Fiscal Services Director to waive penalties on the December tax collection for the period of February 15, 2020 through March 2, 2020.

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.

- G. Award the new fire hydrant installation contract to Keyes Trenching in the amount of \$11,700.00.

10. Reports

- |               |                          |                       |
|---------------|--------------------------|-----------------------|
| A. Supervisor | D. Manager               | H. Fire Dept.         |
| B. Clerk      | E. Community Development | I. Police Dept.       |
| C. Treasurer  | F. DPW                   | J. Parks & Recreation |
|               | G. Finance               | K. Board Members      |

11. Executive Session

None

12. Adjournment

Thomas Township  
Board of Trustee Meeting  
Citizen Comment Instructions

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

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

You will be asked to stand and 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 4, 2019  
7:00 o'clock p.m.

1. The Regular Board Meeting was called to order at 7:00 p.m. by Supervisor Weise.

2. PRESENT: Weise, Brosofski, Thayer, Sommers, Monahan, DeLine, Weber  
ABSENT: None

ALSO PRESENT: Township Manager, Russ Taylor; Finance Director, Deidre Frolo; DPW Director, Rick Hopper; DPW Assistant Director, Trevor Schultz; Parks and Recreation Director, John Corriveau; Director of Community Development, Dan Sika; Police Chief, Al Fong; Fire Chief, Mike Cousins; Deputy Clerk, Darci Seamon; Township Attorney, Otto Brandt and three interested parties.

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

**\*\*AMENDED AGENDA\*\***  
THOMAS TOWNSHIP REGULAR BOARD MEETING  
8215 Shields Drive, Saginaw, MI 48609  
November 4, 2019  
7 P.M.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Consent Agenda
  - A. Approval of Board Minutes October 7, 2019.
  - B. Approval of Expenditures.
  - C. Receive and acknowledge the resignation of Brandon Felten as a part-time Fire Prevention Officer.
  - D. Receive and acknowledge the resignation of Corey Siler from the Fire Department.
  - E. Promote Ed Blue from probationary Fire Fighter to Fire Fighter.
  - F. Receive and acknowledge the resignation of Ruth McDonald from the Planning Commission.
  - G. ~~Approve the hiring of Dustin Izzo as probationary part-time receptionist.~~
  - H. Approve the hiring of Stephan Pavlik as a probationary Fire Fighter/Medical Responder.
  - I. Appoint Kimberlee Beam to the Planning Commission to replace the retiring Ruth McDonald with a term to expire 1/1/2020.
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. Award the Frost Road Watermain cut and cap and service relocate to Cooper Excavating LLC in the amount of \$11,500.00.
- B. Approve Resolution 19-22 approving the Saginaw Area Storm Water apportionment for 2020.
- C. Approve Resolution 19-24, the Mid-Michigan Waste Authority Resolution to approve the agreements with American Waste, Inc. and Waste Management Recycle America, LLC.
- D. Approve Resolution 19-23 for MDOT Right of Way Permits.
- E. Approve the payment into the User-fee Mobile Data Computer replacement fund for five Mobile Data Computers in the amount of \$7,500.00.
- F. Approve the sale of parcel # 28-12-3-25-2065-001, located on Campbell Lane, to First Area Credit Union for the amount of \$7,000.00.

10. Reports

- |               |                          |                       |
|---------------|--------------------------|-----------------------|
| A. Supervisor | D. Manager               | H. Fire Dept.         |
| B. Clerk      | E. Community Development | I. Police Dept.       |
| C. Treasurer  | F. DPW                   | J. Parks & Recreation |
|               | G. Finance               | K. Board Members      |

11. Executive Session

None

12. Adjournment.

5. It was moved by Weber, seconded by Sommers to approve the consent agenda. Motion carried unanimously.

A. Approval of Township Board minutes from the regular meeting 10/07/2019.

B. Expenditures consisting of:

Clearing Fund	\$3,050.16
General Fund	117,096.78
Public Safety-Fire Department	18,241.84
Fire Apparatus	0.00
Public Safety-Police Department	17,344.58
Public Safety-Drug Law Enforcement	41.70
Downtown Development Authority	5,765.98
Road Revolving Fund	0.00
Sewer Fund	15,689.25
Water Fund	272,961.11
Municipal Refuse	62,428.64
Tax	1,273,364.31

C. Received and acknowledged the resignation of Brandon Felten as a part-time Fire Prevention Officer.

D. Received and acknowledged the resignation of Corey Siler for the Fire Department.

E. Promoted Ed Blue from probationary Fire Fighter to Fire Fighter.

F. Received and acknowledged the resignation of Ruth McDonald from the Planning Commission.

G. Removed from the agenda.

H. Approved the hiring of Stephan Pavlik as a probationary Fire Fighter/Medical Responder.

I. Appointed Kimberlee Beam to the Planning Commission to replace the retiring Ruth McDonald with a term to expire 1/1/2020.

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 DeLine, seconded by Monahan to award the Frost Road Watermain cut and cap and service relocate to Cooper Excavating Inc. in the amount of \$11,500. Motion carried unanimously.
  - B. It was moved by Sommers seconded by Brosowski to approve Resolution 19-22 approving the Saginaw Area Storm Water apportionment for 2020.  
Roll Call:  
Ayes: Thayer, Sommers, Monahan, DeLine, Weber, Weise, Brosowski  
Absent: None  
Nays: None  
Abstain: None
  - C. It was moved by Weber seconded by DeLine to approve Mid Michigan Waste Authority Resolution 19-24 to approve the agreements with American Waste Inc. and Waste Management Recycle America, LLC.  
Roll Call:  
Ayes: Brosowski, Thayer, Sommers, Monahan, DeLine, Weber, Weise  
Absent: None  
Nays: None  
Abstain: None
  - D. It was moved by Thayer seconded by Brosowski to approve Resolution 19-23 for MDOT Right of Way Permits.  
Roll Call:  
Ayes: Weise, Brosowski, Thayer, Sommers, Monahan, Deliner, Weber  
Absent: None  
Nays: None  
Abstain: None
  - E. It was moved by Weber seconded by Sommers to approve the payment into the User-Fee Mobile Data Computer replacement fund for five Mobile Data Computers in the amount of \$7,500.00. Motion carried unanimously.
  - F. It was moved by Sommers seconded by DeLine to approve the sale of parcel #28-12-3-25-2065-001 located on Campbell Lane to First Area Credit Union for the amount of \$7,000.00
10. Report of Officers and Staff:
  - A. Supervisor's Report – None.
  - B. Clerk's Report – The Clerk reported that Hemlock School District's Special Election is November 5, 2019. He commended the Deputy Clerk for her hard work and preparation for the election with all of the changes due to the passing of Proposal 3.
  - C. Treasurer's Report – None.
  - D. Manager's Report – None.
  - E. Receive and file Community Development Reports.
  - F. Receive and file the DPW Report. Mr. Hopper introduced Chris Shepherd as a new DPW laborer. Thursday, November 7, 2019, is the annual hanging of the Christmas decorations.
  - H. Receive and file the Fire Department Report. Chief Cousins reported that the fascia work was complete at Fire Station 2 and painting should begin soon. He

also reported that there were seven orders for change your clock change your battery.

- I. Receive and file the Police Department Report. Chief Fong informed the Board that two new Explorers had joined the program bringing the total up to eight.
  - J. Receive and file the Parks and Recreation Report. The Haunted Train generated record revenue. The metal roof is in place at the big pavilion at Roberts Park.
  - K. Board Member Reports – Trustee Sommers complimented Rick and his staff on the entrance to the cemetery. He also commented on the new gate at Roberts Park and how well it fit with the signature look of the Township.
11. Executive Session:
    - A. None
  12. It was moved by Brosowski, seconded by Sommers to adjourn the meeting at 7:33 p.m. Motion carried unanimously.

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Edward Brosowski, Clerk

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Dated



## TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** November 4, 2019
- **PERSON SUBMITTING:** Deidre Frollo, Fiscal Services Director
- **AGENDA TOPIC:** Approval of Expenditures
- **EXPLANATION OF TOPIC FOR BOARD MEMBERS:**  
The Appropriations Act passed in March Appropriated total funds for the 2019/2020 fiscal year for operating the budgets of the various finds. Monthly the board needs to approve the total expenditures in each fund for the month.

In addition to the fund expenditures listed in the motion, Library Fund expenditures were \$7,619.19. Township Board approval is not required for Library expenditures. Payroll expenditures are not required to be included in this motion.

- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:**  
Invoice approval list by fund  
Cash balances report
- **POSSIBLE COURSES OF ACTION:**  
Approval/not approve expenditures
- **SUGGESTED/REQUESTED MOTION:**  
Motion by \_\_\_\_\_, supported by \_\_\_\_\_ to approve the expenditures totaling \$749,415.92 with individual fund totals as follows:

Clearing Fund .....	3,210.16
General Fund.....	213,382.08
Public Safety - Fire Department.....	17,329.48
Fire Apparatus .....	0.00
Public Safety - Police Department .....	27,729.10
Public Safety - Drug Law Enforcement .....	0.00
Downtown Development Authority.....	342.82
Road Revolving Fund.....	0.00
Sewer Fund .....	152,338.55
Water Fund .....	258,216.57
Municipal Refuse .....	65,344.75
Tax.....	13,522.41

As shown on checks #61160-61276

INVOICE GL DISTRIBUTION REPORT FOR THOMAS TOWNSHIP  
POST DATES 10/30/2019 - 11/25/2019  
JOURNALIZED  
PAID - CHECK TYPE: PAPER CHECK

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Fund 100 CLEARING FUND							
Dept 000							
100-000-231.575	MOBILE PHONE CHARGES	CHASE-MASTERCARD SVCS	VERIZON WIRELESS	09/27/19-10/26/	11/05/19	140.00	61170
100-000-231.716	DUE TO BC/BS UNION CO-IN	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-11/20-12/1	11/05/19	3,037.66	61167
100-000-231.717	LIBRARY HEALTH INS CO-PA	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-11/20-12/1	11/05/19	32.50	61167
			Total For Dept 000			3,210.16	
			Total For Fund 100 CLEARING FUND			3,210.16	
Fund 101 GENERAL OPERATING FUND							
Dept 000							
101-000-040.716	ACCOUNTS RECEIVABLE HEAL	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-11/20-12/1	11/05/19	297.12	61167
101-000-040.716	ACCOUNTS RECEIVABLE HEAL	DELTA DENTAL	NOVEMBER 2019 PREMIUM	RIS0002478769	11/05/19	37.92	61178
101-000-217.000	DUE TO OTHER FUNDS DEL'Q	THOMAS TWP GENERAL FU	DPW WATER/SEWER BREAKDOWN	SALE OF ASSETS	11/05/19	9,256.00	61209
101-000-217.000	DUE TO OTHER FUNDS DEL'Q	THOMAS TWP LIBRARY	DPW WATER/SEWER BREAKDOWN	SALE OF ASSETS	11/05/19	6.00	61210
101-000-217.000	DUE TO OTHER FUNDS DEL'Q	THOMAS TWP PUBLIC SAF	DPW WATER/SEWER BREAKDOWN	SALE OF ASSETS	11/05/19	319.00	61211
101-000-217.000	DUE TO OTHER FUNDS DEL'Q	THOMAS TWP PUBLIC SAF	DPW WATER/SEWER BREAKDOWN	SALE OF ASSETS	11/05/19	1,316.50	61212
101-000-217.000	DUE TO OTHER FUNDS DEL'Q	THOMAS TWP SEWER	DPW WATER/SEWER BREAKDOWN	SALE OF ASSETS	11/05/19	11,576.87	61213
101-000-217.000	DUE TO OTHER FUNDS DEL'Q	THOMAS TWP WATER	DPW WATER/SEWER BREAKDOWN	SALE OF ASSETS	11/05/19	11,046.87	61214
101-000-449.000	MOBILE HOME FEES	SAGINAW COUNTY TREASU	EDGEWOOD 183 LOTS OCTOBER 2019	1731	11/05/19	91.50	61198
101-000-449.000	MOBILE HOME FEES	SAGINAW COUNTY TREASU	KRIS KAY 203 LOTS OCTOBER 2019	1317	11/05/19	101.50	61198
101-000-449.000	MOBILE HOME FEES	SAGINAW COUNTY TREASU	EDGEWOOD 183 LOTS OCTOBER 2019	1731	11/05/19	366.00	61199
101-000-449.000	MOBILE HOME FEES	SAGINAW COUNTY TREASU	KRIS KAY 203 LOTS OCTOBER 2019	1317	11/05/19	406.00	61199
101-000-500.000	CONSTRUCTION PERMITS	GREAT LAKES HOMES, LL	REFUND APPLICATION FEE	BLDG PERMIT 215	11/19/19	831.00	61242
			Total For Dept 000			35,652.28	
Dept 101 BOARD-LEGISLATIVE							
101-101-719.000	WORKMEN'S COMP	MI MUNICIPAL WRKERS	PAYROLL AUDIT - 7/1/18-7/1/19	3346205/8340205	11/05/19	114.00	61187
101-101-802.000	LEGAL SERVICES	OTTO BRANDT	LEGAL SERVICES	NOVEMBER 2019	11/05/19	680.00	61193
101-101-802.000	LEGAL SERVICES	MASUD PATTERSON & SCE	LABOR COUNSEL	50555	11/19/19	133.00	61247
101-101-900.000	LEGAL NOTICES	VIEW NEWSPAPER GROUP	CLERICL/RECEPTN/NOTICE OF INTENT/1	284789	11/19/19	126.00	61272
101-101-960.000	EDUCATION & TRAINING	STATE BANK	MEMBERSHIP/TELEPHONE/FUEL/UNIFORMS	OCTOBER 2019	11/05/19	136.00	61206
			Total For Dept 101 BOARD-LEGISLATIVE			1,189.00	
Dept 172 MANAGER-ADMINISTRATIVE							
101-172-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-11/20-12/1	11/05/19	1,651.25	61167
101-172-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-11/20-12/1	11/05/19	21.46	61167
101-172-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	NOVEMBER 2019	11/05/19	79.70	61185
101-172-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	DECEMBER 2019	11/19/19	79.70	61245
101-172-716.200	DENTAL INSURANCE	DELTA DENTAL	NOVEMBER 2019 PREMIUM	RIS0002478769	11/05/19	144.13	61178
101-172-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	NOVEMBER 2019	11/05/19	24.58	61185
101-172-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	DECEMBER 2019	11/15/19	24.58	61245
101-172-719.000	WORKMEN'S COMP	MI MUNICIPAL WORKERS	PAYROLL AUDIT - 7/1/18-7/1/19	8346205/8340205	11/05/19	(2.86)	61187
101-172-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8056417130	11/15/19	5.99	61264
101-172-850.100	WIRELESS COMMUNICATIONS	CHASE-MASTERCARD SVCS	VERIZON WIRELESS	09/27/19-10/26/	11/05/19	24.79	61170
101-172-960.000	EDUCATION & TRAINING	WEX INC	GAS/DIESEL FUEL	62066723	11/05/19	85.21	61221
			Total For Dept 172 MANAGER-ADMINISTRATIVE			2,138.53	
Dept 191 ELECTIONS							
101-191-818.000	ELECTION INSPECTORS	AGNES GNAWKOWSKI	ELECTION INSPECTOR	ELECTION - 11/5	11/05/19	165.00	61161
101-191-818.000	ELECTION INSPECTORS	ARLENE GILLINGS	ELECTION INSPECTOR	ELECTION - 11/5	11/05/19	165.00	61164
101-191-818.000	ELECTION INSPECTORS	CARRIE HOVIS	ELECTION AVCB	ELECTION - 11/5	11/05/19	110.00	61169
101-191-818.000	ELECTION INSPECTORS	CHERI BREIER	ELECTION AVCB	ELECTION - 11/5	11/05/19	110.00	61171
101-191-818.000	ELECTION INSPECTORS	DEBRA EVANS	ELECTION INSPECTOR	ELECTION - 11/5	11/05/19	165.00	61177
101-191-818.000	ELECTION INSPECTORS	GREG ROHLE	CHAIRPERSON/INSPECTOR/RC BOARD	ELECTION - 11/5	11/05/19	220.30	61179



INVOICE GL DISTRIBUTION REPORT FOR THOMAS TOWNSHIP  
POST DATES 10/30/2019 - 11/25/2019  
JOURNALIZED  
PAID - CHECK TYPE: PAPER CHECK

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Fund 101 GENERAL OPERATING FUND							
Dept 191 ELECTIONS							
101-191-818.000	ELECTION INSPECTORS	JOYCE DUVE	ELECTION INSPECTOR	ELECTION - 11/5	11/05/19	165.00	61182
101-191-818.000	ELECTION INSPECTORS	SHAREN WIKTOROWSKI	ELECTION AVCB	ELECTION - 11/5	11/05/19	110.00	61201
101-191-818.000	ELECTION INSPECTORS	WANDA ROHLE	ELECTION CHAIRPERSON/AVCB	ELECTION - 11/5	11/05/19	195.00	61220
101-191-900.000	LEGAL NOTICES	VIEW NEWSPAPER GROUP	CLERICL/RECEPTN/NOTICE OF INTENT/1	284789	11/19/19	15.75	61272
Total For Dept 191 ELECTIONS						1,420.75	
Dept 215 CLERK							
101-215-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH INSURANCE	0002-11/20-12/1	11/05/19	17.40	61166
101-215-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	NOVEMBER 2019	11/05/19	53.62	61185
101-215-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	DECEMBER 2019	11/19/19	53.62	61245
101-215-716.200	DENTAL INSURANCE	DELTA DENTAL	NOVEMBER 2019 PREMIUM	RIS0002478769	11/05/19	144.13	61178
101-215-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	NOVEMBER 2019	11/05/19	13.56	61185
101-215-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	DECEMBER 2019	11/19/19	13.56	61245
101-215-719.000	WORKMEN'S COMP	MI MUNICIPAL WORKERS	PAYROLL AUDIT - 7/1/18-7/1/19	8346205/8340205	11/05/19	(2.86)	61187
101-215-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8056417130	11/19/19	5.99	61264
101-215-900.100	PUBLICATIONS	RETMOLD PRINTING CORP	NEWSLETTER - OCTOBER 2019	57126	11/05/19	2,798.81	61197
Total For Dept 215 CLERK						3,097.83	
Dept 253 TREASURER-FINANCE DEPARTMENT							
101-253-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-11/20-12/1	11/05/19	1,412.86	61167
101-253-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH INSURANCE	0002-11/20-12/1	11/05/19	18.58	61166
101-253-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-11/20-12/1	11/05/19	22.13	61167
101-253-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	NOVEMBER 2019	11/05/19	117.63	61185
101-253-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	DECEMBER 2019	11/19/19	117.63	61245
101-253-716.200	DENTAL INSURANCE	DELTA DENTAL	NOVEMBER 2019 PREMIUM	RIS0002478769	11/05/19	158.91	61178
101-253-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	NOVEMBER 2019	11/05/19	31.16	61185
101-253-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	DECEMBER 2019	11/19/19	31.16	61245
101-253-719.000	WORKMEN'S COMP	MI MUNICIPAL WORKERS	PAYROLL AUDIT - 7/1/18-7/1/19	8346205/8340205	11/05/19	(7.15)	61187
101-253-740.000	OPERATING SUPPLIES	STATE BANK	MEMBERSHIP/TELEPHONE/FUEL/UNIFORMS	OCTOBER 2019	11/05/19	119.26	61206
101-253-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8056417130	11/19/19	5.99	61264
101-253-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8056336019	11/19/19	(2.81)	61264
101-253-804.000	MEMBERSHIP & DUES	MI MUNICIPAL TREASURE	MEMBERSHIP - FROLLO & TUCKER	1491	11/05/19	150.00	61186
101-253-804.000	MEMBERSHIP & DUES	STATE BANK	MEMBERSHIP/TELEPHONE/FUEL/UNIFORMS	OCTOBER 2019	11/05/19	120.00	61206
101-253-810.000	CONTRACTED SERVICES	BS&A SOFTWARE	ANNUAL UB/TIMESHEETS/PR/AP/CR/GL/S	126601	11/05/19	4,894.00	61168
Total For Dept 253 TREASURER-FINANCE DEPARTMENT						7,189.35	
Dept 257 ASSESSING							
101-257-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH INSURANCE	0002-11/20-12/1	11/05/19	1.46	61166
101-257-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	NOVEMBER 2019	11/05/19	7.60	61185
101-257-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	DECEMBER 2019	11/19/19	7.60	61245
101-257-716.200	DENTAL INSURANCE	DELTA DENTAL	NOVEMBER 2019 PREMIUM	RIS0002478769	11/05/19	14.41	61178
101-257-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	NOVEMBER 2019	11/05/19	1.84	61185
101-257-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	DECEMBER 2019	11/19/19	1.84	61245
101-257-719.000	WORKMEN'S COMP	MI MUNICIPAL WORKERS	PAYROLL AUDIT - 7/1/18-7/1/19	8346205/8340205	11/05/19	(2.86)	61187
101-257-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8056417130	11/19/19	5.99	61264
101-257-745.000	OPERATING SUPPLIES OFFIC	STAPLES ADVANTAGE	OFFICE SUPPLIES	8056238952	11/05/19	654.81	61205
101-257-745.000	OPERATING SUPPLIES OFFIC	STATE BANK	MEMBERSHIP/TELEPHONE/FUEL/UNIFORMS	OCTOBER 2019	11/05/19	135.00	61206
101-257-804.000	MEMBERSHIP & DUES	STATE OF MICHIGAN	ASSESSOR RENEWAL FEE - HOLTMAN	2020	11/19/19	175.00	61266
101-257-960.000	EDUCATION & TRAINING	STATE OF MICHIGAN	MI ADVANCED ASSESSING OFFICER COUR	MARCH 28, 2020	11/19/19	250.00	61267
Total For Dept 257 ASSESSING						1,252.69	
Dept 265 BUILDING & GROUNDS							
101-265-719.000	WORKMEN'S COMP	MI MUNICIPAL WORKERS	PAYROLL AUDIT - 7/1/18-7/1/19	8346205/8340205	11/05/19	(43.00)	61187

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Fund 101 GENERAL OPERATING FUND							
Dept 265 BUILDING & GROUNDS							
101-265-740.000	OPERATING SUPPLIES	KLUCK NURSEFY INC	THCUA OCCIDENTALIS - ADMN BLDG(ICE	91110	11/05/19	1,664.00	61183
101-265-740.000	OPERATING SUPPLIES	PRINT EXPRESS OFFICE	LARGE FORMAT COPIES/1023 GEDDES ZO	0088764-001	11/05/19	16.50	61195
101-265-740.000	OPERATING SUPPLIES	STATE BANK	MEMBERSHIP/TELEPHONE/FUEL/UNIFORMS	OCTOBER 2019	11/05/19	534.48	61206
101-265-740.000	OPERATING SUPPLIES	VECTOR TECH GROUP	BARRACUDA WEB SECURITY GATEWAY 310	155218	11/05/19	684.00	61219
101-265-740.000	OPERATING SUPPLIES	COVENANT OCCUPATIONAL	EMPLOYEE PHYSICALS	209643	11/19/19	102.00	61235
101-265-740.000	OPERATING SUPPLIES	HOME DEPOT	REPAIRS/MAINTENANCE	NOVEMBER 2019	11/19/19	320.23	61243
101-265-740.000	OPERATING SUPPLIES	MIDLAND PAPER COMPANY	OPERATING SUPPLIES - ADMN BLDG	080000	11/19/19	257.84	61249
101-265-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8056417130	11/19/19	253.13	61264
101-265-740.125	OPERATING SUPPLIES PASSP	STAPLES ADVANTAGE	OFFICE SUPPLIES	8056417130	11/19/19	14.39	61264
101-265-810.100	CONTRACTED SERVICES	MAIL ROOM SERVICE CEN	POSTAGE/MAILINGS	10190364	11/19/19	733.21	61246
101-265-810.100	CONTRACTED SERVICES	SHRED EXPERTS	DOCUMENT SHREDDING	104406	11/19/19	78.75	61261
101-265-850.000	TELEPHONE	STATE BANK	MEMBERSHIP/TELEPHONE/FUEL/UNIFORMS	OCTOBER 2019	11/05/19	131.21	61206
101-265-850.000	TELEPHONE	123.NET	TELEPHONE SERVICE	445815	11/19/19	117.85	61223
101-265-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 239 MILLER CT	202785790143	11/05/19	33.77	61172
101-265-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 7863 GRATIOT ED	202874785108	11/05/19	109.65	61172
101-265-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 6909 GRATIOT ED	202874785109	11/05/19	83.90	61172
101-265-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 101 LUTZKE RD	202874785110	11/05/19	51.42	61172
101-265-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 8270 GRATIOT ED	202874785111	11/05/19	64.08	61172
101-265-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 249 N MILLER ED	206968060602	11/05/19	695.17	61172
101-265-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 229 N MILLER ED	206968060601	11/05/19	375.00	61172
101-265-930.000	REPAIRS/MAINTENANCE	STATE BANK	MEMBERSHIP/TELEPHONE/FUEL/UNIFORMS	OCTOBER 2019	11/05/19	152.08	61206
101-265-930.000	REPAIRS/MAINTENANCE	HOME DEPOT	REPAIRS/MAINTENANCE	NOVEMBER 2019	11/19/19	215.99	61243
101-265-930.000	REPAIRS/MAINTENANCE	STANDARD ELECTRIC COM	BULBS FOR LIGHT FIXTURES - ADMN BL	10035737-00	11/19/19	188.64	61263
101-265-936.000	MAINTENANCE AGREEMENTS	BRADYS BUSINESS SYSTE	CAN - C5255 - 11/14/19-12/13/19	33AR424347	11/19/19	420.68	61230
Total For Dept 265 BUILDING & GROUNDS						7,254.97	
Dept 276 CEMETERY							
101-276-719.000	WORKMEN'S COMP	MI MUNICI-PAL WORKERS	PAYROLL AUDIT - 7/1/18-7/1/19	8346205/8340205	11/05/19	(12.00)	61187
101-276-740.000	OPERATING SUPPLIES	BS&A SOFTWARE	CEMETERY MANAGEMENT PROGRAM	126869	11/19/19	2,020.00	61231
101-276-930.000	REPAIRS/MAINTENANCE	HOME DEPOT	REPAIRS/MAINTENANCE	NOVEMBER 2019	11/19/19	49.88	61243
101-276-940.100	EQUIPMENT RENTAL	R.B. SATKOWIAK'S CITY	2395 N RIVER RD - PORTABLE TCILET	1019-276	11/05/19	90.00	61196
Total For Dept 276 CEMETERY						2,147.88	
Dept 282 GREAT LAKES TECH PARK MTCE							
101-282-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 351 N GRAHAM RD	207056921959	11/05/19	270.55	61172
Total For Dept 282 GREAT LAKES TECH PARK MTCE						270.55	
Dept 371 COMMUNITY DEVELOPMENT							
101-371-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-11/20-12/1	11/05/19	1,454.89	51167
101-371-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH INSURANCE	0002-11/20-12/1	11/05/19	10.19	51166
101-371-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-11/20-12/1	11/05/19	23.05	51167
101-371-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&C	NOVEMBER 2019	11/05/19	79.73	51185
101-371-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&C	DECEMBER 2019	11/19/19	79.73	51245
101-371-716.200	DENTAL INSURANCE	DELTA DENTAL	NOVEMBER 2019 PREMIUM	RISC002478769	11/05/19	245.02	51178
101-371-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&C	NOVEMBER 2019	11/05/19	22.49	61185
101-371-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&C	DECEMBER 2019	11/19/19	22.49	61245
101-371-719.000	WORKMEN'S COMP	MI MUNICIPAL WORKERS	PAYROLL AUDIT - 7/1/18-7/1/19	8346205/8340205	11/05/19	(36.29)	61187
101-371-740.000	OPERATING SUPPLIES	PRINT EXPRESS OFFICE	LARGE FORMAT COPIES/1023 GEDDES ZO	0088764-001	11/05/19	8.00	61195
101-371-740.000	OPERATING SUPPLIES	PRINT EXPRESS OFFICE	OFFICE SUPPLIES	0088794-001	11/05/19	271.68	61195
101-371-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8056238952	11/05/19	125.51	61205
101-371-740.000	OPERATING SUPPLIES	STATE BANK	MEMBERSHIP/TELEPHONE/FUEL/UNIFORMS	OCTOBER 2019	11/05/19	11.46	61206
101-371-740.000	OPERATING SUPPLIES	PRINT EXPRESS OFFICE	OFFICE SUPPLIES - COMM DEV	0088958-001	11/19/19	12.00	61253
101-371-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8056417130	11/19/19	64.99	61264

INVOICE GL DISTRIBUTION REPORT FOR THOMAS TOWNSHIP  
POST DATES 10/30/2019 - 11/25/2019  
JOURNALIZED  
PAID - CHECK TYPE: PAPER CHECK

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Fund 101 GENERAL OPERATING FUND							
Dept 371 COMMUNITY DEVELOPMENT							
101-371-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8056336019	11/19/19	65.95	61264
101-371-802.000	LEGAL SERVICES	OTTO BRANDT	LEGAL SERVICES	NOVEMBER 2019	11/05/19	600.00	61193
101-371-836.000	EMPLOYMENT PHYSICALS	COVENANT OCCUPATIONAL	EMPLOYEE PHYSICALS	209643	11/19/19	120.00	61235
101-371-850.100	WIRELESS COMMUNICATIONS	CHASE-MASTERCARD SVCS	VERIZON WIRELESS	09/27/19-10/26/	11/05/19	39.21	61170
101-371-900.000	LEGAL NOTICES	VIEW NEWSPAPER GROUP	CLERICAL/RECEIPT/NOTICE OF INTENT/1	284789	11/19/19	80.00	61272
101-371-938.100	GAS & DIESEL FUEL	WEX INC	GAS/DIESEL FUEL	62066723	11/05/19	95.64	61221
101-371-960.000	EDUCATION & TRAINING	PLANNING & ZONING CEN	PLANNING & ZONING NEWS	3/20 - 2/21	11/05/19	360.00	61194
101-371-960.000	EDUCATION & TRAINING	STATE BANK	MEMBERSHIP/TELEPHONE/FUEL/UNIFORMS	OCTOBER 2019	11/05/19	7.81	61206
Total For Dept 371 COMMUNITY DEVELOPMENT						3,763.55	
Dept 421 CONSTRUCTION CODES							
101-421-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-11/20-12/1	11/05/19	1,190.45	61167
101-421-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH INSURANCE	0002-11/20-12/1	11/05/19	2.90	61166
101-421-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-11/20-12/1	11/05/19	11.96	61167
101-421-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	NOVEMBER 2019	11/05/19	48.50	61185
101-421-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	DECEMBER 2019	11/19/19	48.50	61245
101-421-716.200	DENTAL INSURANCE	DELTA DENTAL	NOVEMBER 2019 PREMIUM	RIS0002478769	11/05/19	172.96	61178
101-421-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	NOVEMBER 2019	11/05/19	13.29	61185
101-421-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	DECEMBER 2019	11/19/19	13.29	61245
101-421-719.000	WORKMEN'S COMP	MI MUNICIPAL WORKERS	PAYROLL AUDIT - 7/1/18-7/1/19	8346205/8340205	11/05/19	(1.43)	61187
101-421-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8056417130	11/19/19	136.09	61264
101-421-817.000	PROFESSIONAL SERVICES	SPICER GROUP INC.	THOMAS TWP - HIMS C.01,C.02,C.03 P	198791	11/19/19	948.75	61262
101-421-850.100	WIRELESS COMMUNICATIONS	CHASE-MASTERCARD SVCS	VERIZON WIRELESS	09/27/19-10/26/	11/05/19	14.42	61170
101-421-938.100	GAS & DIESEL FUEL	WEX INC	GAS/DIESEL FUEL	62066723	11/05/19	34.39	61221
101-421-960.000	EDUCATION & TRAINING	STATE BANK	MEMBERSHIP/TELEPHONE/FUEL/UNIFORMS	OCTOBER 2019	11/05/19	394.63	61206
Total For Dept 421 CONSTRUCTION CODES						3,028.70	
Dept 442 SIDEWALKS							
101-442-974.000	CAPITAL IMPROVEMENTS	SPICER GROUP INC.	THOMAS TWP SAFE - ROUTES TO SCHOOL	197382-1	11/05/19	6,640.97	61204
Total For Dept 442 SIDEWALKS						6,640.97	
Dept 444 STORM WATER MANAGEMENT							
101-444-817.000	PROFESSIONAL SERVICES	SPICER GROUP INC.	SHIELDS QUICK LUBE DRAINAGE REVIEW	198940	11/19/19	800.00	61262
Total For Dept 444 STORM WATER MANAGEMENT						800.00	
Dept 448 STREET LIGHTING							
101-448-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 48609 LED LIGHT RD	601012060348	11/05/19	1,469.93	61172
101-448-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - STREET LIGHTS	601012060344	11/05/19	4,263.38	61172
Total For Dept 448 STREET LIGHTING						5,733.31	
Dept 450 ROAD PROGRAMS							
101-450-930.000	REPAIRS/MAINTENANCE	BOARD OF COUNTY ROAD	CRACK SEAL	18961	11/19/19	8,334.07	61228
Total For Dept 450 ROAD PROGRAMS						8,334.07	
Dept 752 ADMINISTRATION							
101-752-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-11/20-12/1	11/05/19	1,520.73	61167
101-752-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-11/20-12/1	11/05/19	15.09	61167
101-752-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	NOVEMBER 2019	11/05/19	97.13	61185
101-752-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	DECEMBER 2019	11/19/19	97.13	61245
101-752-716.200	DENTAL INSURANCE	DELTA DENTAL	NOVEMBER 2019 PREMIUM	RIS0002478769	11/05/19	182.05	61178
101-752-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	NOVEMBER 2019	11/05/19	27.62	61185
101-752-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	DECEMBER 2019	11/19/19	27.62	61245
101-752-719.000	WORKMEN'S COMP	MI MUNICIPAL WORKERS	PAYROLL AUDIT - 7/1/18-7/1/19	8346205/8340205	11/05/19	19.57	61187

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Fund 101 GENERAL OPERATION FUND							
Dept 752 ADMINISTRATION							
101-752-740.000	OPERATING SUPPLIES	VECTOR TECH GROUP	BARRACUDA WEB SECURITY GATEWAY 310	155218	11/05/19	684.00	61219
101-752-740.000	OPERATING SUPPLIES	BRADYS BUSINESS SYSTE	KYOCERA - 3011I - 10/27/19-11/26/1	33AR417030	11/19/19	32.98	61230
101-752-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8056336019	11/19/19	27.99	61264
101-752-900.000	LEGAL NOTICES	VIEW NEWSPAPER GROUP	CLERICIL/RECEPTN/NOTICE OF INTENT/1	284789	11/19/19	69.30	61272
			Total For Dept 752 ADMINISTRATION			2,801.21	
Dept 756 FACILITY ACQUISITION/CONSTRUC							
101-756-974.550	CAPITAL IMPROVEMENTS ROB	HOME DEPOT	REPAIRS/MAINTENANCE	NOVEMBER 2019	11/19/19	2,802.92	61243
101-756-974.575	CAPITAL IMP. WILDLIFE PR	SPICER GROUP INC.	THOMAS TWP - 2019 NATURE CENTER GR	198762	11/19/19	1,302.25	61262
			Total For Dept 756 FACILITY ACQUISITION/CONSTRUC			4,105.17	
Dept 761 SWIM PROGRAMS							
101-761-719.000	WORKMEN'S COMP	MI MUNICIPAL WORKERS	PAYROLL AUDIT - 7/1/18-7/1/19	8346205/8340205	11/05/19	(6.00)	61187
101-761-740.000	OPERATING SUPPLIES	STATE OF MICHIGAN	2020 POOL LICENSE RENEWAL - 1/1/20	761-10469562	11/19/19	70.00	61265
			Total For Dept 761 SWIM PROGRAMS			64.00	
Dept 762 SENIOR CITIZENS PROGRAMS							
101-762-740.000	OPERATING SUPPLIES	STATE BANK	MEMBERSHIP/TELEPHONE/FUEL/UNIFORMS	OCTOBER 2019	11/05/19	289.02	61206
			Total For Dept 762 SENIOR CITIZENS PROGRAMS			289.02	
Dept 763 SOCCER							
101-763-719.000	WORKMEN'S COMP	MI MUNICIPAL WORKERS	PAYROLL AUDIT - 7/1/18-7/1/19	8346205/8340205	11/05/19	51.00	61187
101-763-740.000	OPERATING SUPPLIES	SHERWIN-WILLIAMS	PAINT - PARKS - SOCCER FIELDS	OCTOBER 2019	11/05/19	334.92	61202
101-763-740.675	SUPPLIES-CONCESSIONS	SAM'S CLUB/SYNCHRONY	ROBERTS PARK CONCESSION	OCTOBER 2019	11/05/19	126.34	61200
101-763-740.675	SUPPLIES-CONCESSIONS	STATE BANK	MEMBERSHIP/TELEPHONE/FUEL/UNIFORMS	OCTOBER 2019	11/05/19	113.88	61206
			Total For Dept 763 SOCCER			626.14	
Dept 764 YOUTH SOFTBALL							
101-764-719.000	WORKMEN'S COMP	MI MUNICIPAL WORKERS	PAYROLL AUDIT - 7/1/13-7/1/19	8346205/8340205	11/05/19	23.00	61187
			Total For Dept 764 YOUTH SOFTBALL			23.00	
Dept 765 ADULT SOFTBALL							
101-765-719.000	WORKMEN'S COMP	MI MUNICIPAL WORKERS	PAYROLL AUDIT - 7/1/18-7/1/19	8346205/8340205	11/05/19	9.00	61187
			Total For Dept 765 ADULT SOFTBALL			9.00	
Dept 768 ARCHERY							
101-768-740.000	OPERATING SUPPLIES	STATE BANK	MEMBERSHIP/TELEPHONE/FUEL/UNIFORMS	OCTOBER 2019	11/05/19	3.00	61206
			Total For Dept 768 ARCHERY			3.00	
Dept 770 OPERATIONS & MAINTENANCE							
101-770-719.000	WORKMEN'S COMP	MI MUNICIPAL WORKERS	PAYROLL AUDIT - 7/1/18-7/1/19	8346205/8340205	11/05/19	37.00	61187
101-770-740.000	OPERATING SUPPLIES	STATE BANK	MEMBERSHIP/TELEPHONE/FUEL/UNIFORMS	OCTOBER 2019	11/05/19	41.96	61206
101-770-850.000	TELEPHONE	STATE BANK	MEMBERSHIP/TELEPHONE/FUEL/UNIFORMS	OCTOBER 2019	11/05/19	114.38	61206
101-770-850.100	WIRELESS COMMUNICATIONS	CHASE-MASTERCARD SVCS	VERIZON WIRELESS	09/27/19-10/26/	11/05/19	66.96	61170
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 6C5 S MILLER RD	202429864152	11/05/19	52.65	61172
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 3C0 LEDDY RD L4 LIG	206701226937	11/05/19	210.59	61172
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 755 BACON ST L4 LIG	206701226952	11/05/19	77.32	61172
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 455 S MILLER RD	206701209390	11/05/19	290.39	61172
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 700 S RIVER RD	206701208485	11/05/19	42.83	61172
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 400 LEDDY RD - POOL	205811501921	11/05/19	147.17	61172
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 300 LEDDY RD	205811501918	11/05/19	136.23	61172
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 9535 GRATIOT RD	205544548819	11/05/19	11.94	61172
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 755 BACON ST	203764711130	11/05/19	50.43	61172
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 400 LEDDY RD	205811501922	11/05/19	31.66	61172

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Fund 101 GENERAL OPERATING FUND							
Dept 770 OPERATIONS & MAINTENANCE							
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 6660 GRATIOT RD	203853735588	11/05/19	172.16	61172
101-770-930.000	REPAIRS/MAINTENANCE	STATE BANK	MEMBERSHIP/TELEPHONE/FUEL/UNIFORMS	OCTOBER 2019	11/05/19	73.48	61206
101-770-930.000	REPAIRS/MAINTENANCE	STONE QUEST INC	FILL SAND/STONEMIX/TOPSOIL/DIAMOND	OCTOBER 2019	11/05/19	182.33	61207
101-770-930.000	REPAIRS/MAINTENANCE	DORNBOSS SIGN, INC	NO EQUESTRAINS SIGNS - PARKS	INV46839	11/19/19	324.20	61239
101-770-930.000	REPAIRS/MAINTENANCE	HOME DEPOT	REPAIRS/MAINTENANCE	NOVEMBER 2019	11/19/19	383.51	61243
101-770-930.000	REPAIRS/MAINTENANCE	R.B. SATKOWIAK'S CITY	400 LEDDY RD	1019-217	11/19/19	120.00	61255
101-770-930.000	REPAIRS/MAINTENANCE	R.B. SATKOWIAK'S CITY	400 LEDDY RD	1019-218	11/19/19	235.00	61255
101-770-930.000	REPAIRS/MAINTENANCE	RENT RITE	WOOD CHIPPER	263014-3 - CLOS	11/19/19	205.18	61256
101-770-938.000	VEHICLE EXPENSE	NAPA AUTO PARTS OF SH	VEHICLE/TRAIN MAINTENANCE	OCTOBER 2019	11/19/19	112.63	61250
101-770-938.000	VEHICLE EXPENSE	TOTTEN TIRE NORTHWEST	VEHICLE MAINTENANCE - PARKS	184932	11/19/19	37.95	61271
101-770-938.100	GAS & DIESEL FUEL	WEX INC	GAS/DIESEL FUEL	62066723	11/05/19	479.38	61221
			Total For Dept 770 OPERATIONS & MAINTENANCE			3,637.33	
Dept 771 FLAG FOOTBALL							
101-771-719.000	WORKMEN'S COMP	MI MUNICIPAL WORKERS	PAYROLL AUDIT - 7/1/18-7/1/19	8346205/8340205	11/05/19	23.00	61187
			Total For Dept 771 FLAG FOOTBALL			23.00	
Dept 774 SPECIAL EVENTS							
101-774-719.000	WORKMEN'S COMP	MI MUNICIPAL WORKERS	PAYROLL AUDIT - 7/1/18-7/1/19	8346205/8340205	11/05/19	23.00	61187
101-774-740.000	OPERATING SUPPLIES	STATE BANK	MEMBERSHIP/TELEPHONE/FUEL/UNIFORMS	OCTOBER 2019	11/05/19	439.64	61206
101-774-740.000	OPERATING SUPPLIES	CROOKED CREEK & SWAN	CATER - EVENING IN THE PARK	4521	11/19/19	1,286.00	61237
101-774-740.000	OPERATING SUPPLIES	HOME DEPOT	REPAIRS/MAINTENANCE	NOVEMBER 2019	11/19/19	81.54	61243
101-774-740.000	OPERATING SUPPLIES	NAPA AUTO PARTS OF SH	VEHICLE/TRAIN MAINTENANCE	OCTOBER 2019	11/19/19	18.60	61250
101-774-740.000	OPERATING SUPPLIES	RENT RITE	STAGE EQUIPMENT - EVENING IN THE P	263295-3 - CLOS	11/19/19	506.64	61256
			Total For Dept 774 SPECIAL EVENTS			2,355.42	
Dept 776 TRAIN							
101-776-938.100	GAS & DIESEL FUEL	WEX INC	GAS/DIESEL FUEL	62066723	11/05/19	117.87	61221
101-776-970.000	CAPITAL OUTLAY	HOME DEPOT	REPAIRS/MAINTENANCE	NOVEMBER 2019	11/19/19	173.05	61243
101-776-970.000	CAPITAL OUTLAY	NAPA AUTO PARTS OF SH	VEHICLE/TRAIN MAINTENANCE	OCTOBER 2019	11/19/19	215.69	61250
			Total For Dept 776 TRAIN			506.61	
Dept 995 TRANSFER-OUT							
101-995-999.205	PUBLIC SAFETY - FIRE	THOMAS TWP PUBLIC SAF	2ND QUARTER TRANSFER - FIRE	2019-2020	11/05/19	43,761.50	61211
101-995-999.207	PUBLIC SAFETY - POLICE	THOMAS TWP PUBLIC SAF	2ND QUARTER TRANSFER - POLICE	2019/2020	11/05/19	65,263.25	61212
			Total For Dept 995 TRANSFER-OUT			109,024.75	
			Total For Fund 101 GENERAL OPERATING FUND			213,382.08	
Fund 205 PUBLIC SAFETY-FIRE DEPARTMENT							
Dept 000							
205-000-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIELD	HEALTH/VISION	0003-11/20-12/1	11/05/19	1,935.88	61167
205-000-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIELD	HEALTH/VISION	0003-11/20-12/1	11/05/19	25.19	61167
205-000-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	NOVEMBER 2019	11/05/19	102.27	61185
205-000-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	DECEMBER 2019	11/19/19	102.27	61245
205-000-716.200	DENTAL INSURANCE	DELTA DENTAL	NOVEMBER 2019 PREMIUM	RIS0002478769	11/05/19	216.38	61178
205-000-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	NOVEMBER 2019	11/05/19	29.86	61185
205-000-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	DECEMBER 2019	11/19/19	29.86	61245
205-000-719.000	WORKMEN'S COMP	MI MUNICIPAL WORKERS	PAYROLL AUDIT - 7/1/18-7/1/19	8346205/8340205	11/05/19	(1,130.14)	61187
205-000-740.000	OPERATING SUPPLIES	5 ALARM FIRE AND SAFE	OPERATING SUPPLIES - FIRE	191109-1	11/05/19	120.29	61160
205-000-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8056238952	11/05/19	54.61	61205
205-000-740.000	OPERATING SUPPLIES	STATE BANK	MEMBERSHIP/TELEPHONE/FUEL/UNIFORMS	OCTOBER 2019	11/05/19	98.72	61206
205-000-740.000	OPERATING SUPPLIES	TT FIRE DEPARTMENT PE	OPERATING SUPPLIES	NOVEMBER 2019	11/05/19	56.34	61217

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Fund 205 PUBLIC SAFETY-FIRE DEPARTMENT							
Dept 000							
205-000-740.000	OPERATING SUPPLIES	VECTOR TECH GROUP	BARRACUDA WEB SECURITY GATEWAY 310	155218	11/05/19	684.00	61219
205-000-740.000	OPERATING SUPPLIES	FRONT LINE SERVICES I	REPAIR/MAINTENANCE - FIRE	33071	11/15/19	41.28	61240
205-000-740.000	OPERATING SUPPLIES	MIDLAND PAPER COMPANY	OPERATING SUPPLIES - PB SAFETY BLD	080922	11/15/19	102.06	61249
205-000-740.000	OPERATING SUPPLIES	PRO COMM INC	OPERATING SUPPLIES - FIRE	35117	11/15/19	510.00	61254
205-000-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8056417130	11/15/19	45.32	61264
205-000-804.000	MEMBERSHIP & DUES	NFPA CERTIFICATION DE	MEMBERSHIP RENEWAL - 1 YR - M COUS	7565774X	11/15/19	445.00	61251
205-000-810.100	CONTRACTED SERVICES	STATE BANK	MEMBERSHIP/TELEPHONE/FUEL/UNIFORMS	OCTOBER 2019	11/05/19	329.47	61206
205-000-836.000	EMPLOYMENT PHYSICALS	XEROX CORPORATION	METER/USAGES/CHARGES	098626937	11/15/19	111.36	61276
205-000-850.000	TELEPHONE	STATE BANK	EMPLOYEE PHYSICAL	210432	11/15/19	70.00	61235
205-000-850.000	TELEPHONE	123.NET	TELEPHONE SERVICE	445815	11/05/19	56.69	61206
205-000-850.100	WIRELESS COMMUNICATIONS	CHASE-MASTERCARD SVCS	VERIZON WIRELESS	09/27/19-10/26/	11/05/19	117.84	61223
205-000-850.100	WIRELESS COMMUNICATIONS	NEXTEL COMMUNICATIONS	MOBILE COMMUNICATIONS	447551228-199	11/05/19	94.29	61170
205-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 48609 SIREN RD	205722553383	11/05/19	91.14	61199
205-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 8215 SHIELDS DR	205811502110	11/05/19	21.65	61172
205-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 355 N MILLER RD	206968060603	11/05/19	281.53	61172
205-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 9970 DICE RD	204565662832	11/05/19	383.38	61172
205-000-920.000	UTILITIES	THOMAS TWP WATER	UTILITY BILL - 9970 DICE RD	08/01/19-11/01/	11/15/19	279.94	61172
205-000-930.000	REPAIRS/MAINTENANCE	STATE BANK	MEMBERSHIP/TELEPHONE/FUEL/UNIFORMS	OCTOBER 2019	11/05/19	37.02	61270
205-000-930.200	REPAIRS & MAINTENANCE FS	H&B EQUIPMENT & RENTA	REPAIRS/MAINTENANCE - FIRE	OCTOBER 2019	11/05/19	12.80	61206
205-000-930.200	REPAIRS & MAINTENANCE FS	GRAINGER	OPERATING SUPPLIES - FIRE	9331110289	11/05/19	15.90	61180
205-000-930.200	REPAIRS & MAINTENANCE FS	HOME DEPOT	REPAIRS/MAINTENANCE	184922	11/15/19	95.32	61241
205-000-938.000	VEHICLE EXPENSE	TCTTEN TIRE NORTHWEST	VEHICLE MAINTENANCE - FIRE	184925	11/19/19	49.40	61243
205-000-938.000	VEHICLE EXPENSE	TCTTEN TIRE NORTHWEST	VEHICLE MAINTENANCE - FIRE	NOVEMBER 2019	11/05/19	734.00	61215
205-000-938.000	VEHICLE EXPENSE	TT FIRE DEPARTMENT PE	OPERATING SUPPLIES	24734	11/05/19	364.00	61215
205-000-938.000	VEHICLE EXPENSE	TUFFY AUTO SERVICE CE	VEHICLE MAINTENANCE - FIRE	NOVEMBER 2019	11/05/19	3.00	61217
205-000-938.000	VEHICLE EXPENSE	NAPA AUTO PARTS OF SH	VEHICLE/TRAIN MAINTENANCE	OCTOBER 2019	11/05/19	28.08	61218
205-000-938.100	GAS & DIESEL FUEL	STATE BANK	MEMBERSHIP/TELEPHONE/FUEL/UNIFORMS	OCTOBER 2019	11/19/19	96.66	61250
205-000-938.100	GAS & DIESEL FUEL	WEX INC	GAS/DIESEL FUEL	62066723	11/05/19	9.00	61206
205-000-960.000	EDUCATION & TRAINING	AREA TENT & CANVAS, L	MOONWALK	SEPTEMBER 29, 2	11/05/19	597.00	61221
205-000-960.000	EDUCATION & TRAINING	OMG NATIONAL	EDU SUPPLIES	NOVEMBER 2019	11/05/19	299.00	61163
205-000-960.000	EDUCATION & TRAINING	STATE BANK	MEMBERSHIP/TELEPHONE/FUEL/UNIFORMS	NOVEMBER 2019	11/05/19	598.00	61192
205-000-960.000	EDUCATION & TRAINING	HOME DEPOT	REPAIRS/MAINTENANCE	NOVEMBER 2019	11/05/19	8.91	61206
205-000-960.000	EDUCATION & TRAINING	NFPA CERTIFICATION DE	MEMBERSHIP RENEWAL - 1 YR - M COUS	7565774X	11/19/19	44.91	61243
205-000-960.000	EDUCATION & TRAINING	BEAGLE CONSTRUCTION	REPAIR FASCIA - FIRE STATION 2	NOVEMBER 11, 20	11/19/19	1,130.00	61251
205-000-974.000	CAPITAL IMPROVEMENTS				11/19/19	7,900.00	61226
Total For Dept 000						17,329.48	
Fund 207 PUBLIC SAFETY-POLICE							
Dept 000							
207-000-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-11/20-12/1	11/05/19	8,881.20	61167
207-000-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIEL	HEALTH INSURANCE	0004-12/01-12/3	11/19/19	856.62	61227
207-000-716.100	VISION/SHORT TERM DISA3/	BLUE CROSS BLUE SHIEL	HEALTH INSURANCE	0002-11/20-12/1	11/05/19	40.19	61166
207-000-716.100	VISION/SHORT TERM DISA3/	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-11/20-12/1	11/05/19	114.35	61167
207-000-716.100	VISION/SHORT TERM DISA3/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	NOVEMBER 2019	11/05/19	403.85	61185
207-000-716.100	VISION/SHORT TERM DISA3/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	DECEMBER 2019	11/19/19	403.85	61245
207-000-716.200	DENTAL INSURANCE	DELTA DENTAL	NOVEMBER 2019 PREMIUM	RIS0002478769	11/19/19	1,228.88	61178
207-000-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	NOVEMBER 2019	11/05/19	126.97	61185
207-000-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	DECEMBER 2019	11/19/19	126.97	61245
207-000-719.000	WORKMEN'S COMP	MI MUNICIPAL WORKERS	PAYROLL AUDIT - 7/1/18-7/1/19	8346205/8340205	11/05/19	433.14	61187
207-000-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8056238952	11/05/19	48.10	61205
207-000-740.000	OPERATING SUPPLIES	STATE BANK	MEMBERSHIP/TELEPHONE/FUEL/UNIFORMS	OCTOBER 2019	11/05/19	143.60	61206

INVOICE GL DISTRIBUTION REPORT FOR THOMAS TOWNSHIP  
POST DATES 10/30/2019 - 11/25/2019  
JOURNALIZED  
PAID - CHECK TYPE: PAPER CHECK

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Fund 207 PUBLIC SAFETY-POLICE							
Dept 000							
207-000-740.000	OPERATING SUPPLIES	VECTOR TECH GROUP	BARRACUDA WEB SECURITY GATEWAY 310	155218	11/05/19	684.00	61219
207-000-740.000	OPERATING SUPPLIES	MIDLAND PAPER COMPANY	OPERATING SUPPLIES - PB SAFETY BLD	080922	11/19/19	102.07	61249
207-000-740.000	OPERATING SUPPLIES	PRINT EXPRESS OFFICE	OFFICE SUPPLIES - POLICE	0089040-001	11/19/19	102.00	61253
207-000-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8056417130	11/19/19	51.38	61264
207-000-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8056336019	11/19/19	128.99	61264
207-000-742.000	UNIFORMS	NYE UNIFORM COMPANY	UNIFORMS - POLICE	718689	11/05/19	197.00	61191
207-000-742.000	UNIFORMS	NYE UNIFORM COMPANY	UNIFORMS - POLICE	718690	11/05/19	197.00	61191
207-000-742.000	UNIFORMS	NYE UNIFORM COMPANY	UNIFORMS - POLICE	718691	11/05/19	197.00	61191
207-000-742.000	UNIFORMS	STATE BANK	MEMBERSHIP/TELEPHONE/FUEL/UNIFORMS	OCTOBER 2019	11/05/19	71.93	61206
207-000-742.000	UNIFORMS	THE WORK WEAR STORE	UNIFORMS - POLICE	53370	11/05/19	10.00	61208
207-000-742.000	UNIFORMS	NYE UNIFORM COMPANY	UNIFORMS - POLICE	718695	11/19/19	25.00	61252
207-000-742.000	UNIFORMS	NYE UNIFORM COMPANY	UNIFORMS - POLICE	718703	11/19/19	25.00	61252
207-000-742.000	UNIFORMS	NYE UNIFORM COMPANY	UNIFORMS - POLICE	719139	11/19/19	12.50	61252
207-000-802.000	LEGAL SERVICES	OTTO BRANDT	LEGAL SERVICES	NOVEMBER 2019	11/05/19	1,270.00	61193
207-000-802.000	LEGAL SERVICES	MASUD PATTERSON & SCH	LABOR COUNSEL	60555	11/19/19	152.00	61247
207-000-810.100	CONTRACTED SERVICES	SAGINAW COUNTY TREASU	ARRANGMENTS SEPTEMBER 2019	3917	11/19/19	285.60	61258
207-000-810.100	CONTRACTED SERVICES	SAGINAW COUNTY TREASU	ARRANGMENTS OCTOBER 2019	335	11/19/19	214.20	61258
207-000-810.100	CONTRACTED SERVICES	XEROX CORPORATION	METER/USAGES/CHARGES	098626937	11/19/19	111.36	61276
207-000-850.000	TELEPHONE	123.NET	TELEPHONE SERVICE	445815	11/19/19	117.84	61223
207-000-850.100	WIRELESS COMMUNICATIONS	CHASE-MASTERCARD SVCS	VERIZON WIRELESS	09/27/19-10/26/	11/05/19	201.33	61170
207-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 8215 SHIELDS DR	205811502110	11/05/19	281.53	61172
207-000-930.000	REPAIRS/MAINTENANCE	STATE BANK	MEMBERSHIP/TELEPHONE/FUEL/UNIFORMS	OCTOBER 2019	11/05/19	12.80	61206
207-000-936.000	MAINTENANCE AGREEMENTS	SAGINAW COUNTY TREASU	MOBILE DATA COMPUTER	2019-014	11/19/19	7,500.00	61259
207-000-938.000	VEHICLE EXPENSE	TREIB INC	VEHICLE WASHES	OCTOBER 2019	11/05/19	59.50	61216
207-000-938.000	VEHICLE EXPENSE	DALE STROEBEL S AUTO	VEHICLE MAINTENANCE - POLICE	OCTOBER 2019	11/05/19	969.42	61238
207-000-938.100	GAS & DIESEL FUEL	WEX INC	GAS/DIESEL FUEL	62066723	11/05/19	1,487.72	61221
207-000-956.000	MISCELLANEOUS	COVENANT OCCUPATIONAL	WORKERS COMP	210260	11/05/19	297.96	61175
207-000-956.000	MISCELLANEOUS	COVENANT OCCUPATIONAL	WORKERS COMP	210660	11/05/19	97.69	61175
207-000-956.000	MISCELLANEOUS	COVENANT OCCUPATIONAL	WORKERS COMP	211028	11/19/19	58.56	61236
Total For Dept 000						27,729.10	
Total For Fund 207 PUBLIC SAFETY-POLICE						27,729.10	
Fund 248 Downtown Development Authority							
Dept 000							
248-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 239 MILLER CT	202785790143	11/05/19	33.76	61172
248-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 7863 GRATIOT RD	202874785108	11/05/19	109.66	61172
248-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 6909 GRATIOT RD	202874785109	11/05/19	83.89	61172
248-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 101 LUTZKE RD	202874785110	11/05/19	51.42	61172
248-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 8270 GRATIOT RD	202874785111	11/05/19	64.09	61172
Total For Dept 000						342.82	
Total For Fund 248 Downtown Development Authority						342.82	
Fund 271 LIBRARY FUND							
Dept 000							
271-000-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-11/20-12/1	11/05/19	838.05	61167
271-000-716.000	HEALTH INSURANCE	DELTA DENTAL	NOVEMBER 2019 PREMIUM	RIS0002478769	11/05/19	37.92	61178
271-000-728.000	CHILDRENS BOOKS	ABDO-SPOTLIGHT-MAGIC	BOOKS	228860A	11/19/19	502.90	61224
271-000-804.000	MEMBERSHIP & DUES	WHITE PINE LIBRARY CO	MEMBERSHIP FEE/DELIVERY CREDIT	121	11/19/19	2,878.36	61273
271-000-850.000	TELEPHONE	WILDFIRE CREDIT UNION	MENARDS/SPECTRUM	OCTOBER 2019	11/05/19	99.98	61222
271-000-901.000	PRINTING & PUBLISHING	THOMAS TOWNSHIP BUSIN	GREATER THOMAS TOWNSHIP BUY LOCAL	BUY LOCAL	11/19/19	45.00	61269
271-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 8207 SHIELDS DR	205811502109	11/05/19	783.15	61172



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Fund 271 LIBRARY FUND							
Dept 000							
271-000-930.000	REPAIRS/MAINTENANCE	WILDFIRE CREDIT UNION	MENARDS/SPECTRUM	OCTOBER 2019	11/05/19	181.10	61222
271-000-936.000	MAINTENANCE AGREEMENTS	CENTRAL BUSINESS SYST	BY PASS COPIES - LIBRARY	13102	11/19/19	401.80	61232
271-000-956.000	MISCELLANEOUS	WHITE PINE LIBRARY CO	OVERDIRVE/YEARLY FEE/ADMN FEE	73	11/19/19	1,810.93	61273
271-000-960.000	EDUCATION & TRAINING	WHITE PINE LIBRARY CO	ANNUAL MTG - ADAIR	32	11/19/19	40.00	61273
			Total For Dept 000			7,619.19	
			Total For Fund 271 LIBRARY FUND			7,619.19	
Fund 590 SEWER FUND							
Dept 536 ADMINISTRATION							
590-536-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-11/20-12/1	11/05/19	1,551.70	61167
590-536-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-11/20-12/1	11/05/19	19.57	61167
590-536-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	NOVEMBER 2019	11/05/19	70.61	61185
590-536-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	DECEMBER 2019	11/19/19	70.61	61245
590-536-716.200	DENTAL INSURANCE	DELTA DENTAL	NOVEMBER 2019 PREMIUM	RIS0002478769	11/05/19	173.05	61178
590-536-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	NOVEMBER 2019	11/05/19	21.78	61185
590-536-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	DECEMBER 2019	11/19/19	21.78	61245
590-536-719.000	WORKMEN'S COMP	MI MUNICIPAL WORKERS	PAYROLL AUDIT - 7/1/18-7/1/19	8346205/8340205	11/05/19	(19.56)	61187
590-536-740.000	OPERATING SUPPLIES	STATE BANK	MEMBERSHIP/TELEPHONE/FUEL/UNIFORMS	OCTOBER 2019	11/05/19	27.55	61206
590-536-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8056417130	11/19/19	21.36	61264
590-536-810.000	CONTRACTED SERVICES	BS&A SOFTWARE	ANNUAL UB/TIMESHEETS/PR/AP/CR/GL/S	126601	11/05/19	1,113.00	61163
			Total For Dept 536 ADMINISTRATION			3,071.45	
Dept 540 OPERATIONS & MAINTENANCE							
590-540-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-11/20-12/1	11/05/19	1,852.65	61167
590-540-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH INSURANCE	0002-11/20-12/1	11/05/19	1.90	61165
590-540-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-11/20-12/1	11/05/19	24.16	61167
590-540-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	NOVEMBER 2019	11/05/19	84.43	61185
590-540-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	DECEMBER 2019	11/19/19	84.43	61245
590-540-716.200	DENTAL INSURANCE	DELTA DENTAL	NOVEMBER 2019 PREMIUM	RIS0002478769	11/05/19	199.58	61178
590-540-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	NOVEMBER 2019	11/05/19	24.53	61185
590-540-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	DECEMBER 2019	11/19/19	24.53	61245
590-540-719.000	WORKMEN'S COMP	MI MUNICIPAL WORKERS	PAYROLL AUDIT - 7/1/18-7/1/19	8346205/8340205	11/05/19	808.00	61187
590-540-740.000	OPERATING SUPPLIES	VECTOR TECH GROUP	BARRACUDA WEB SECURITY GATEWAY 310	155218	11/05/19	342.00	61219
590-540-742.000	UNIFORMS	J&B BOOTS	BOOTS - DPW	TFPW-103019	11/05/19	81.00	61181
590-540-742.000	UNIFORMS	THE WORK WEAR STORE	UNIFORMS - DPW	53204	11/05/19	144.39	61208
590-540-742.000	UNIFORMS	THE WORK WEAR STORE	UNIFORMS - DPW	53205	11/03/19	118.48	61208
590-540-742.000	UNIFORMS	THE WORK WEAR STORE	UNIFORMS - DPW	53267	11/05/19	1.75	61208
590-540-742.000	UNIFORMS	THE WORK WEAR STORE	UNIFORMS - DPW	53369	11/05/19	231.28	61208
590-540-742.000	UNIFORMS	THE WORK WEAR STORE	UNIFORMS - DPW	53373	11/05/19	248.25	61208
590-540-742.000	UNIFORMS	THE WORK WEAR STORE	UNIFORMS - DPW	53501	11/05/19	157.47	61208
590-540-742.000	UNIFORMS	THE WORK WEAR STORE	UNIFORMS - DPW	53502	11/05/19	145.00	61208
590-540-810.000	CONTRACTED SERVICES	MICHIGAN MUNICIPAL LE	CDL CONSORTIUM DRIVERS FEE - 2C20	20319	11/19/19	45.00	61248
590-540-817.000	PROFESSIONAL SERVICES	SPIGER GROUP INC.	THOMAS TWP - PUMP STATION #8 REPLA	198611	11/05/19	2,815.00	61203
590-540-836.000	EMPLOYMENT PHYSICALS	COVENANT OCCUPATIONAL	EMPLOYEE PHYSICALS	209643	11/19/19	162.00	61235
590-540-850.000	TELEPHONE	STATE BANK	MEMBERSHIP/TELEPHONE/FUEL/UNIFORMS	OCTOBER 2019	11/05/19	145.69	61206
590-540-850.000	TELEPHONE	123.NET	TELEPHONE SERVICE	445815	11/19/19	117.85	61223
590-540-850.100	WIRELESS COMMUNICATIONS	CHASE-MASTERCARD SVCS	VERIZON WIRELESS	09/27/19-10/26/	11/05/19	47.18	61170
590-540-850.100	WIRELESS COMMUNICATIONS	STATE BANK	MEMBERSHIP/TELEPHONE/FUEL/UNIFORMS	OCTOBER 2019	11/05/19	67.42	61206
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 8215 SHIELDS DR	205811502110	11/05/19	422.30	61172
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 1667 MILLER RD	207145559223	11/05/19	22.95	61172
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 25 S GLEANER RD	206790191588	11/05/19	22.95	61172
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 9300 HIGHLAND GREEN	206255421684	11/05/19	37.90	61172



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GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Fund 590 SEWER FUND							
Dept 540 OPERATIONS & MAINTENANCE							
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 1494 S GRAHAM RD	2037647111199	11/05/19	124.16	61172
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 85 N GRAHAM RD #PS1	202073885795	11/05/19	97.26	61172
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 20 E STARK DR	202073885794	11/05/19	172.63	61172
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 840 VAN WORMER RD	201450927242	11/05/19	57.34	61172
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 125 E GLOUCESTER DR	201361969070	11/05/19	146.99	61172
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 3944 N RIVER RD	20634270997	11/05/19	89.19	61172
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 2323 N RIVER RD	205188609386	11/05/19	22.95	61172
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 1505 N GLEANER RD	204298689909	11/05/19	15.61	61172
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 1928 N RIVER RD	204120697496	11/05/19	1,249.34	61172
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 3200 N THOMAS RD	203675753590	11/05/19	49.61	61172
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 7768 MADELINE ST	202518834235	11/05/19	434.77	61172
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 4530 N THOMAS RD	202429849623	11/05/19	376.12	61172
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 1755 THUNDERBIRD DR	202429849621	11/05/19	51.08	61172
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 6960 STROEBEL RD	201717905864	11/05/19	103.98	61172
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 6960 STROEBEL RD	204120706253	11/05/19	1,972.08	61172
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 6960 STROEBEL RD	205633556304	11/19/19	2,433.66	61234
590-540-922.000	SEWAGE TREATMENT FEES	SAGINAW CHARTER TOWNS	WASTEWATER TREATMENT FEE - 3RD QTR	FS00141	11/19/19	122,898.18	61257
590-540-930.000	REPAIRS/MAINTENANCE	LEDDY ELECTRIC INC.	REPAIR LIGHT - DPW	6311	11/05/19	56.37	61184
590-540-930.000	REPAIRS/MAINTENANCE	STATE BANK	MEMBERSHIP/TELEPHONE/FUEL/UNIFORMS	OCTOBER 2019	11/05/19	19.20	61206
590-540-930.000	REPAIRS/MAINTENANCE	STONE QUEST INC	FILL SAND/STONEMIX/TOPSOIL/DIAMOND	OCTOBER 2019	11/05/19	162.40	61207
590-540-930.000	REPAIRS/MAINTENANCE	ACCURATE SAFETY DISTR	MAINTENANCE SUPPLIES - DPW	427952	11/19/19	497.50	61225
590-540-930.000	REPAIRS/MAINTENANCE	HOME DEPOT	REPAIRS/MAINTENANCE	NOVEMBER 2019	11/19/19	658.05	61243
590-540-930.000	REPAIRS/MAINTENANCE	LEDDY ELECTRIC INC.	USE OF BUCKET TRUCK - DPW	6326	11/19/19	100.00	61244
590-540-930.000	REPAIRS/MAINTENANCE	NAPA AUTO PARTS OF SH	VEHICLE/TRAIN MAINTENANCE	OCTOBER 2019	11/19/19	7.52	61250
590-540-930.000	REPAIRS/MAINTENANCE	WOHLFEIL HARDWARE	SNOW PUSHER BLADE	65099/1	11/19/19	54.99	61274
590-540-930.000	REPAIRS/MAINTENANCE	WOHLFEIL HARDWARE	MAINTENANCE SUPPLIES - DPW	65116/1	11/19/19	33.23	61274
590-540-936.000	MAINTENANCE AGREEMENTS	WW WILLIAMS	ANNUAL MAINTENANCE/OPERATNL SVC-ST	5764663-00	11/19/19	300.00	61275
590-540-936.000	MAINTENANCE AGREEMENTS	WW WILLIAMS	ANNUAL MAINTENANCE/OPERATNL SVC -	5764664-00	11/19/19	299.99	61275
590-540-936.000	MAINTENANCE AGREEMENTS	WW WILLIAMS	BLOCKHEATER INOP - STATION #12	5764725-00	11/19/19	269.09	61275
590-540-936.000	MAINTENANCE AGREEMENTS	WW WILLIAMS	BLOCKHEATER INOP - STATION #9	5764726-00	11/19/19	269.09	61275
590-540-938.000	VEHICLE EXPENSE	BADER & SONS CO	JOHN DEERE 5310 - DPW	121363	11/05/19	1,795.17	61165
590-540-938.000	VEHICLE EXPENSE	DALE STROEBEL S AUTO	VEHICLE MAINTENANCE - DPW	30672	11/05/19	20.01	61176
590-540-938.000	VEHICLE EXPENSE	TOTTEN TIRE NORTHWEST	VEHICLE MAINTENANCE - DPW	184919	11/05/19	472.00	61215
590-540-938.000	VEHICLE EXPENSE	BOB REDMOND AUTO COLL	REPAIR - 2016 FORD F250 - DPW	1269	11/19/19	536.20	61229
590-540-938.000	VEHICLE EXPENSE	NAPA AUTO PARTS OF SH	VEHICLE/TRAIN MAINTENANCE	OCTOBER 2019	11/19/19	1.62	61250
590-540-938.000	VEHICLE EXPENSE	TOTTEN TIRE NORTHWEST	VEHICLE MAINTENANCE - DPW	185053	11/19/19	10.00	61271
590-540-938.000	VEHICLE EXPENSE	TOTTEN TIRE NORTHWEST	VEHICLE MAINTENANCE - DPW	185178	11/19/19	452.00	61271
590-540-938.100	GAS & DIESEL FUEL	WEX INC	GAS/DIESEL FUEL	62066723	11/05/19	900.95	61221
Total For Dept 540 OPERATIONS & MAINTENANCE						145,690.40	
Dept 900 CAPITAL CONTROL							
590-900-974.000 CAPITAL IMPROVEMENTS							
		AKT PEERLESS	PROJ 12149500 - 3955 NORTH RIVER R	56189	11/05/19	3,576.70	61162
Total For Dept 900 CAPITAL CONTROL						3,576.70	
Total For Fund 590 SEWER FUND						152,338.55	
Fund 591 WATER FUND							
Dept 536 ADMINISTRATION							
591-536-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-11/20-12/1	11/05/19	1,551.70	61167
591-536-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-11/20-12/1	11/05/19	19.57	61167
591-536-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	NOVEMBER 2019	11/05/19	70.61	61185
591-536-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	DECEMBER 2019	11/19/19	70.61	61245
591-536-716.200	DENTAL INSURANCE	DELTA DENTAL	NOVEMBER 2019 PREMIUM	RIS0002478769	11/05/19	173.05	61178

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Fund 591 WATER FUND							
Dept 536 ADMINISTRATION							
591-536-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	NOVEMBER 2019	11/05/19	21.78	51185
591-536-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	DECEMBER 2019	11/19/19	21.78	51245
591-536-719.000	WORKMEN'S COMP	MI MUNICIPAL WORKERS	PAYROLL AUDIT - 7/1/18-7/1/19	8346205/8340205	11/05/19	(19.56)	51187
591-536-740.000	OPERATING SUPPLIES	STATE BANK	MEMBERSHIP/TELEPHONE/FUEL/UNIFORMS	OCTOBER 2019	11/05/19	27.55	51206
591-536-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8056417130	11/19/19	21.37	51264
591-536-804.000	MEMBERSHIP & DUES	STATE OF MICHIGAN	2020 - WSSN 06580 - PUBLIC WATER S	761-10462809	11/19/19	5,859.31	51268
591-536-810.000	CONTRACTED SERVICES	BS&A SOFTWARE	ANNUAL UB/TIMESHEETS/PR/AP/CR/GL/S	126601	11/05/19	1,113.00	51168
Total For Dept 536 ADMINISTRATION						8,930.77	
Dept 540 OPERATIONS & MAINTENANCE							
591-540-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIELD	HEALTH/VISION	0003-11/20-12/1	11/05/19	1,852.65	51167
591-540-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIELD	HEALTH INSURANCE	0002-11/20-12/1	11/05/19	1.90	51166
591-540-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIELD	HEALTH/VISION	0003-11/20-12/1	11/05/19	24.16	51167
591-540-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	NOVEMBER 2019	11/05/19	84.43	51135
591-540-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	DECEMBER 2019	11/19/19	84.43	51245
591-540-716.200	DENTAL INSURANCE	DELTA DENTAL	NOVEMBER 2019 PREMIUM	RIS0002478769	11/05/19	199.59	51178
591-540-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	NOVEMBER 2019	11/05/19	24.53	51185
591-540-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	DECEMBER 2019	11/19/19	24.53	51245
591-540-719.000	WORKMEN'S COMP	MI MUNICIPAL WORKERS	PAYROLL AUDIT - 7/1/18-7/1/19	8346205/8340205	11/05/19	2,088.00	51187
591-540-740.000	OPERATING SUPPLIES	VECTOR TECH GROUP	BARRACUDA WEB SECURITY GATEWAY 310	155218	11/05/19	342.00	51219
591-540-742.000	UNIFORMS	J&B BOOTS	BOOTS - DPW	TPPW-103019	11/05/19	81.00	51181
591-540-742.000	UNIFORMS	THE WORK WEAR STORE	UNIFORMS - DPW	53204	11/05/19	144.39	51208
591-540-742.000	UNIFORMS	THE WORK WEAR STORE	UNIFORMS - DPW	53205	11/05/19	118.49	51208
591-540-742.000	UNIFORMS	THE WORK WEAR STORE	UNIFORMS - DPW	53267	11/05/19	1.75	51208
591-540-742.000	UNIFORMS	THE WORK WEAR STORE	UNIFORMS - DPW	53369	11/05/19	231.29	51208
591-540-742.000	UNIFORMS	THE WORK WEAR STORE	UNIFORMS - DPW	53373	11/05/19	248.25	51208
591-540-742.000	UNIFORMS	THE WORK WEAR STORE	UNIFORMS - DPW	53501	11/05/19	157.48	51208
591-540-742.000	UNIFORMS	THE WORK WEAR STORE	UNIFORMS - DPW	53502	11/05/19	145.00	51208
591-540-742.000	UNIFORMS	THE WORK WEAR STORE	UNIFORMS - DPW	53503	11/05/19	355.95	51208
591-540-810.000	CONTRACTED SERVICES	MICHIGAN MUNICIPAL LE	CDL CONSORTIUM DRIVERS FEE - 2020	20319	11/19/19	45.00	51248
591-540-817.000	PROFESSIONAL SERVICES	NORTHERN LAKE SERVICE	DW SAMPLES - 09/09/2019	367311	11/05/19	488.70	51190
591-540-817.000	PROFESSIONAL SERVICES	NORTHERN LAKE SERVICE	DW SAMPLES - 09/23/2019	367309	11/05/19	488.70	51190
591-540-836.000	EMPLOYMENT PHYSICALS	COVENANT OCCUPATIONAL	EMPLOYEE PHYSICALS	209643	11/19/19	162.00	51235
591-540-850.000	TELEPHONE	STATE BANK	MEMBERSHIP/TELEPHONE/FUEL/UNIFORMS	OCTOBER 2019	11/05/19	26.59	51206
591-540-850.000	TELEPHONE	123.NET	TELEPHONE SERVICE	445815	11/19/19	117.85	51223
591-540-850.100	WIRELESS COMMUNICATIONS	CHASE-MASTERCARD SVCS	VERIZON WIRELESS	09/27/19-10/26/	11/05/19	47.19	51170
591-540-850.100	WIRELESS COMMUNICATIONS	STATE BANK	MEMBERSHIP/TELEPHONE/FUEL/UNIFORMS	OCTOBER 2019	11/05/19	67.42	51206
591-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 12350 GEDDES RD	205633537078	11/05/19	25.39	51172
591-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 1167 N GRAHAM RD	203942709307	11/05/19	388.69	51172
591-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 8215 SHIELDS DR	205811502110	11/05/19	422.30	51172
591-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 2020 ORR RD	203675751090	11/05/19	22.95	51172
591-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 9465 CITTAWASSEE	203319767899	11/05/19	23.47	51172
591-540-927.000	PURCHASING WATER	CITY OF SAGINAW	USAGE - 6703 GRATIOT AVE	10/31/2019	11/19/19	156,527.16	51233
591-540-927.100	READINESS TO SERVE CITY	CITY OF SAGINAW	USAGE - 6703 GRATIOT AVE	10/31/2019	11/19/19	78,445.36	51233
591-540-930.000	REPAIRS/MAINTENANCE	LEDDY ELECTRIC INC.	REPAIR LIGHT - DPW	6311	11/05/19	56.38	51184
591-540-930.000	REPAIRS/MAINTENANCE	STATE BANK	MEMBERSHIP/TELEPHONE/FUEL/UNIFORMS	OCTOBER 2019	11/05/19	19.20	51206
591-540-930.000	REPAIRS/MAINTENANCE	STONE QUEST INC	FILL SAND/STONEMIX/TOPSOIL/DIAMOND	OCTOBER 2019	11/05/19	162.39	51207
591-540-930.000	REPAIRS/MAINTENANCE	ACCURATE SAFETY DISTR	MAINTENANCE SUPPLIES - DPW	427952	11/19/19	497.50	51225
591-540-930.000	REPAIRS/MAINTENANCE	HOME DEPOT	REPAIRS/MAINTENANCE	NOVEMBER 2019	11/19/19	658.06	51243
591-540-930.000	REPAIRS/MAINTENANCE	LEDDY ELECTRIC INC.	USE OF BUCKET TRUCK - DPW	6326	11/19/19	100.00	51244
591-540-930.000	REPAIRS/MAINTENANCE	NAPA AUTO PARTS OF SH	VEHICLE/TRAIN MAINTENANCE	OCTOBER 2019	11/19/19	7.52	51250
591-540-930.000	REPAIRS/MAINTENANCE	WOHLFEIL HARDWARE	SNOW PUSHER BLADE	65099/1	11/19/19	54.99	51274
591-540-930.000	REPAIRS/MAINTENANCE	WOHLFEIL HARDWARE	MAINTENANCE SUPPLIES - DPW	65116/1	11/19/19	33.24	51274

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<b>Fund 591 WATER FUND</b>							
<b>Dept 540 OPERATIONS &amp; MAINTENANCE</b>							
591-540-938.000	VEHICLE EXPENSE	BADER & SONS CO	JOHN DEERE 5310 - DPW	121363	11/05/19	1,795.16	61165
591-540-938.000	VEHICLE EXPENSE	DALE STROEBEL S AUTO	VEHICLE MAINTENANCE - DPW	30672	11/05/19	20.01	61176
591-540-938.000	VEHICLE EXPENSE	TOTTEN TIRE NORTHWEST	VEHICLE MAINTENANCE - DPW	184919	11/05/19	472.00	61215
591-540-938.000	VEHICLE EXPENSE	BOB REDMOND AUTO COLL	REPAIR - 2016 FORD F250 - DPW	1269	11/19/19	536.20	61229
591-540-938.000	VEHICLE EXPENSE	NAPA AUTO PARTS OF SH	VEHICLE/TRAIN MAINTENANCE	OCTOBER 2019	11/19/19	1.62	61250
591-540-938.000	VEHICLE EXPENSE	TOTTEN TIRE NORTHWEST	VEHICLE MAINTENANCE - DPW	185053	11/19/19	10.00	61271
591-540-938.000	VEHICLE EXPENSE	TOTTEN TIRE NORTHWEST	VEHICLE MAINTENANCE - DPW	185178	11/19/19	452.00	61271
591-540-938.100	GAS & DIESEL FUEL	WEX INC	GAS/DIESEL FUEL	62066723	11/05/19	900.94	61221
			Total For Dept 540 OPERATIONS & MAINTENANCE			249,285.80	
			Total For Fund 591 WATER FUND			258,216.57	
<b>Fund 596 MUNICIPAL REFUSE FUND</b>							
<b>Dept 000</b>							
596-000-719.000	WORKMEN'S COMP	MI MUNICIPAL WORKERS	PAYROLL AUDIT - 7/1/18-7/1/19	8346205/8340205	11/05/19	17.00	61187
596-000-808.000	REFUSE CONTRACT	MID MICHIGAN WASTE AU	SEPTEMBER SOLID WASTE SERVICES	SEPTEMBER 2019	11/05/19	65,327.75	61188
			Total For Dept 000			65,344.75	
			Total For Fund 596 MUNICIPAL REFUSE FUND			65,344.75	
<b>Fund 703 TAX FUND</b>							
<b>Dept 000</b>							
703-000-222.000	DUE TO SAGINAW COUNTY TR	SAGINAW COUNTY TREASU	TAX PAYMENTS - 10/17/19-10/31/19	SUMMER 2019	11/05/19	4,332.14	61198
703-000-222.000	DUE TO SAGINAW COUNTY TR	SAGINAW COUNTY TREASU	TAX PAYMENTS - 11/01/19-11/15/19	SUMMER 2019	11/19/19	1,716.38	61258
703-000-222.400	DUE TO SAGINAW COUNTY SE	SAGINAW COUNTY TREASU	TAX PAYMENTS - 10/17/19-10/31/19	SUMMER 2019	11/05/19	5,353.00	61199
703-000-222.400	DUE TO SAGINAW COUNTY SE	SAGINAW COUNTY TREASU	TAX PAYMENTS - 11/01/19-11/15/19	SUMMER 2019	11/19/19	2,120.89	61260
			Total For Dept 000			13,522.41	
			Total For Fund 703 TAX FUND			13,522.41	

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Furd Totals:							
			Fund 100 CLEARING FUND			3,210.16	
			Fund 101 GENERAL OPERATING FUND			213,382.08	
			Fund 205 PUBLIC SAFETY-FIRE DEPARTME			17,329.48	
			Fund 207 PUBLIC SAFETY-POLICE			27,729.1C	
			Fund 248 DOWNTOWN DEVELOPMENT AUTHOR			342.82	
			Fund 271 LIBRARY FUND			7,619.19	
			Fund 590 SEWER FUND			152,338.55	
			Fund 591 WATER FUND			258,216.57	
			Fund 596 MUNICIPAL REFUSE FUND			65,344.75	
			Fund 703 TAX FUND			13,522.41	
Total For All Funds:						759,035.11	

CASH SUMMARY BY ACCOUNT FOR THOMAS TOWNSHIP  
 FROM 04/01/2019 TO 11/25/2019  
 FUND: ALL FUNDS  
 CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 04/01/2019	Total Debits	Total Credits	Ending Balance 11/25/2019
Fund 100	CLEARING FUND				
001.000	59	11,464.04	12,620,304.78	12,606,012.77	25,756.05
Fund 101	GENERAL OPERATING FUND				
002.000	CASH THE STATE BANK	1,498,070.15	1,971,300.50	3,282,348.67	187,021.98
002.010	THE STATE BANK SAVINGS	0.00	1,006,425.28	0.00	1,006,425.28
002.350	CASH CHASE BANK	10,760.25	9.82	0.00	10,770.07
002.385	CASH CHEMICAL BANK	858,667.79	1,031,500.15	1,004,908.95	885,258.99
003.175	Certificate of Deposit Chemic	500,000.00	500,000.00	500,000.00	500,000.00
003.375	CHERTIFICATE OF DEPOSITS HUNTINGT	750,000.00	250,000.00	250,000.00	750,000.00
003.400	CERTIFICATE OF DEP CHASE BANK	231,022.73	3,463.64	0.00	234,486.37
	GENERAL OPERATING FUND	3,848,520.92	4,762,699.39	5,037,257.62	3,573,962.69
Fund 103	CHRISTOPHER THOMPSON FAMILY FUND				
002.000	CASH THE STATE BANK	145,415.54	0.00	145,414.54	1.00
002.010	THE STATE BANK SAVINGS	0.00	145,458.76	0.00	145,458.76
	CHRISTOPHER THOMPSON FAMILY FUND	145,415.54	145,458.76	145,414.54	145,459.76
Fund 205	PUBLIC SAFETY-FIRE DEPARTMENT				
002.000	CASH THE STATE BANK	643,935.64	109,514.15	328,190.14	425,259.65
Fund 206	FIRE APPARATUS				
002.000	CASH THE STATE BANK	712,809.06	6,853.92	9,261.73	710,401.25
Fund 207	PUBLIC SAFETY-POLICE				
002.000	CASH THE STATE BANK	1,200,283.78	198,082.53	685,727.52	712,638.79
Fund 246	ROAD REVOLVING FUND				
002.000	CASH THE STATE BANK	128,981.39	6,477.75	0.00	135,459.14
003.175	Certificate of Deposit Chemic	610,966.47	0.00	0.00	610,966.47
	ROAD REVOLVING FUND	739,947.86	6,477.75	0.00	746,425.61
Fund 248	Downtown Development Authority				
002.000	CASH THE STATE BANK	63,735.85	37,185.27	88,041.61	12,879.51
Fund 265	P.S. DRUG LAW ENFORCEMENT				
002.000	CASH THE STATE BANK	10,357.04	417.00	41.70	10,732.34
Fund 271	LIBRARY FUND				
002.000	CASH THE STATE BANK	577,779.70	59,616.35	213,202.42	424,193.63
003.271	CD LIBRARY 08/2016 .50	205,340.00	0.00	0.00	205,340.00
	LIBRARY FUND	783,119.70	59,616.35	213,202.42	629,533.63
Fund 590	SEWER FUND				
002.000	CASH THE STATE BANK	1,151,367.21	844,154.26	1,307,132.54	688,388.93
002.010	THE STATE BANK SAVINGS	0.00	503,212.64	0.00	503,212.64
002.200	RESERVED CASH SYSTEM EXPANSIO	31,500.23	60,168.42	0.00	91,668.65
002.385	CASH CHEMICAL BANK	937,517.80	3,754.99	500,000.00	441,272.79
002.386	CHEMICAL BANK SYSTEM EXPANSIO	117,933.00	0.00	0.00	117,933.00
003.175	Certificate of Deposit Chemic	1,500,000.00	500,000.00	0.00	2,000,000.00
	SEWER FUND	3,738,318.24	1,911,290.31	1,807,132.54	3,842,476.01
Fund 591	WATER FUND				
001.100	CLEARING CASH	2,000.00	0.00	0.00	2,000.00
002.000	CASH THE STATE BANK	1,189,497.60	2,010,716.94	3,024,094.39	176,120.15
002.010	THE STATE BANK SAVINGS	0.00	251,606.31	0.00	251,606.31
002.200	RESERVED CASH SYSTEM EXPANSIO	51,343.99	17,500.00	0.00	68,843.99

CASH SUMMARY BY ACCOUNT FOR THOMAS TOWNSHIP  
 FROM 04/01/2019 TO 11/25/2019  
 FUND: ALL FUNDS  
 CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 04/01/2019	Total Debits	Total Credits	Ending Balance 11/25/2019
002.375	CASH HUNTINGTON BANK	245,743.20	13,139.31	12,646.06	246,236.45
002.385	CASH CHEMICAL BANK	41,766.08	1,282,491.10	0.00	1,324,257.18
002.386	CHEMICAL BANK SYSTEM EXPANSIO	266,176.00	0.00	0.00	266,176.00
002.387	CHEMICAL BANK BUSINESS CHECKING	505,420.54	2,522.20	3,409.49	504,533.25
002.390	CASH FIRST STATE BANK	244,944.39	683.61	0.00	245,628.00
003.175	Certificate of Deposit Chemic	1,249,999.50	12,646.06	1,262,645.56	0.00
003.375	CHERTIFICATE OF DEPOSITS HUNTINGT	250,000.00	0.00	0.00	250,000.00
WATER FUND		4,046,891.30	3,591,305.53	4,302,795.50	3,335,401.33
Fund 596 MUNICIPAL REFUSE FUND					
002.000	CASH THE STATE BANK	678,175.10	1,853.57	485,229.92	194,798.75
002.385	CASH CHEMICAL BANK	302,943.93	1,522.04	0.00	304,465.97
MUNICIPAL REFUSE FUND		981,119.03	3,375.61	485,229.92	499,264.72
Fund 610 CONSTRUCTION WATER/SEWER/MISC					
002.000	CASH THE STATE BANK	25,178.20	0.00	0.00	25,178.20
Fund 703 TAX FUND					
002.000	CASH THE STATE BANK	0.00	5,037,460.81	4,974,615.37	62,845.44
TOTAL - ALL FUNDS		16,951,096.20	28,490,042.16	30,682,923.38	14,758,214.98



## **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** December 2, 2019
- **SUBMITTED BY:** Chief, Michael Cousins
- **AGENDA TOPIC:** Accept resignation of Alisa Salazar from the Fire Department.
- **EXPLANATION OF TOPIC:**  
Alisa Salazar has submitted her resignation from the fire department effective immediately. Alisa recently came on board and has realized this is not the time for her to be a member of our fire department for personal reasons. Her resignation is attached. This has been brought to the Personnel Committee.
- **SUPPORTING DOCUMENTAION:** Resignation letter.
- **POSSIBLE COURSES OF ACTION:** Approve, Deny, Amend or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to accept the resignation of Alisa Salazar from the Fire Department.
- **ROLL CALL VOTE REQUIRED?** No

## Mike Cousins

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**From:** alisa salazar [asalazar0212@gmail.com]  
**Sent:** Thursday, November 21, 2019 7:28 AM  
**To:** Mike Cousins  
**Subject:** Resignation

To whom it may concern,

I am, unfortunately, going to have to resign from the fire department. After my meeting with Joe and Drake, my stepdad was hospitalized. He passed away and this past few weeks I have been taking care of that. I have been unable to make runs or meetings. Also with my work and school schedule, I'm not sure when I will be able to attend the meetings. Monday's are busy at the hospital and I'm not sure how school will play out next semester. I also did not take the other job that gave me the time off. I do not feel it's fair to the others on the department. Thank you so much for the opportunity and I'm sorry that I can not get my schedule to work.

Sincerely  
Alisa Salazar





## **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** December 2, 2019
- **SUBMITTED BY:** Bob Weise, Township Supervisor
- **AGENDA TOPIC:** Approve the Supervisors recommendation to reappoint Mike Wenglikowski to the Downtown Development Authority for a term of 01/01/2020-01/01/2024.
- **EXPLANATION OF TOPIC:** The term expires on 01/01/2020, and he has agreed to be reappointed.
- **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 Mike Wenglikowski to the Downtown Development Authority for a term of 01/01/2020-01/01/2024.
- **ROLL CALL VOTE REQUIRED?** No.





## **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** December 2, 2019
- **SUBMITTED BY:** Bob Weise, Township Supervisor
- **AGENDA TOPIC:** Approve the Supervisors recommendation to reappoint Patrick Lynch and Kimberlee Beam to the Planning Commission for a term of 01/01/2020-01/01/2023.
- **EXPLANATION OF TOPIC:** Patrick and Kimberlee's terms expire on 01/01/2020 and they both have agreed to be reappointed.
- **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 and Kimberlee Beam to the Planning Commission for a term of 01/01/2020-01/01/2023.
- **ROLL CALL VOTE REQUIRED?** No.





## **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** December 2, 2019
- **SUBMITTED BY:** Bob Weise, Supervisor
- **AGENDA TOPIC:** Receive and File a letter of resignation from the Downtown Development Authority from Don Emeott.
- **EXPLANATION OF TOPIC:** We have received the resignation of Don Emeott from the Downtown Development Authority (DDA). Don has provided valuable insight to the DDA and has served the Township well.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Letter of resignation.
- **POSSIBLE COURSES OF ACTION:** Approve, Deny, Amend or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to receive and acknowledge the resignation of Don Emeott from the Downtown Development Authority.
- **ROLL CALL VOTE :** No

Thomas Township Board,

I regret to inform you that after my term expires, I am resigning from my position on the Downtown Development Authority Board. It has been my pleasure to serve Thomas Township and the Downtown Development Authority.

A handwritten signature in dark ink, appearing to read "Don Emeott", written over a horizontal line.

Don Emeott

RECEIVED NOV 15 2010



## **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** December 2, 2019
- **SUBMITTED BY:** Russ Taylor, Township Manager
- **AGENDA TOPIC:** Approve the revised Drug and Alcohol Use Policy #818.
- **EXPLANATION OF TOPIC:** The Board recently approved a new Drug and Alcohol Policy upon the recommendation of the Township's labor attorney. However, after reviewing it with our Police officers, it was noted that drug/alcohol testing would essentially be required after any incident with a Police officer. This is not practical, nor is it necessary. Thus, these changes are recommended to only require testing after incidents as prescribed in the revised policy.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Personnel Policy #818.
- **POSSIBLE COURSES OF ACTION:** Approve, Amend, Deny or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to approve the revised Drug and Alcohol Use Policy #818.
- **ROLL CALL VOTE REQUIRED:** No.

# THOMAS TOWNSHIP PERSONNEL POLICIES

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Personnel Policy No:

818 (Page 1 of 12)

Effective Date:

February 3, 1997

Amended

October 2, 2000

Amended

December 2, 2019

Policy Regarding

**DRUG AND ALCOHOL USE**

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## **A. PURPOSE OF POLICY**

Thomas Township (the "Township") is committed to maintaining a drug- and alcohol-free workplace and recognizes that a workplace free of drugs and alcohol protects the Township's employees, residents and visitors, reduces employee absenteeism and tardiness, improves employee productivity, and protects the Township's status and reputation as a desirable community for living, visiting, and conducting business. Accordingly, the Township has adopted this Substance-Free Workplace Policy (the "Policy").

## **B. SCOPE OF POLICY**

Unless otherwise noted, this Policy shall apply to all employees, volunteers, interns, and any other person who conducts business on behalf of the Township, and, where appropriate, job-applicants. This Policy shall apply in all cases where any person identified above is performing any duty or action on behalf of the Township. Additionally, certain sections of this Policy, as designated below, shall apply to Township employees who work as police officers, firefighters, or in other positions that may directly implicate public safety.

## **C. EMPLOYEE RESPONSIBILITIES**

All employees, including management and supervisors, are responsible for:

1. Reading and understanding this Policy. If an employee has any questions about this Policy, they should contact their supervisor or the Township Manager.
2. Reporting to the Township Manager within five (5) calendar days a felony arrest or any conviction of the employee for a drug-related offense. Failure to report a drug-related felony arrest or any conviction to the Township Manager within five (5) calendar days of the arrest's or conviction's occurrence will result in automatic discharge.
3. Complying with this Policy.



## THOMAS TOWNSHIP PERSONNEL POLICIES

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Personnel Policy No:	818 (Page 2 of 12)
Effective Date:	February 3, 1997
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Policy Regarding

### **DRUG AND ALCOHOL USE**

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4. Reporting to their supervisor or the Township Manager if they have a reasonable basis for believing that a fellow employee is violating this Policy.
5. Cooperating fully during any investigation related to this Policy.

Failure to comply with any of the foregoing, or any other portion of this Policy, will result in disciplinary action, up to and including termination, as well as possible criminal consequences.

#### **D. PROHIBITED CONDUCT**

The Township has zero tolerance for the use of illegal drugs, marijuana, or alcohol, or the unlawful or inappropriate use of prescription drugs while an employee is (1) on Township property, (2) conducting or performing Township business, (3) operating, or responsible for operating, Township equipment or other property, or (4) responsible for the safety of others in connection with Township business.

In furtherance of its zero-tolerance policy, unless otherwise noted herein, the Township strictly prohibits:

1. The use, possession, solicitation, sale, dispensation, concealment, or conveyance of any illegal drugs, marijuana, or alcohol while on Township property, using Township property, or while performing any duties or actions on behalf of the Township.
2. The use or possession of any prescription drugs or medications without a prescription, the use of any prescription or over the counter drugs in any way other than the manner in which they were prescribed, or in which their use is detailed on a product label, or the use of prescription drugs in excess of therapeutic levels, while on Township property, using Township property, or while performing any duties or actions on behalf of the Township.

## THOMAS TOWNSHIP PERSONNEL POLICIES

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3. The sharing, sale, or conveyance of any prescription drugs or medications while on Township property, using Township property, or while performing any duties or actions on behalf of the Township.
4. The storage of any illegal drugs, open alcohol, or marijuana in a vehicle on Township property.
5. Reporting to work under the influence of, or impaired at work by, illegal drugs, marijuana, prescription drugs in excess of therapeutic levels, or alcohol.
6. While on call, consuming any alcohol or using any illegal drugs, using marijuana, or using any prescribed or other medications in a manner not consistent with the prescription or instructions.
7. Reporting to work, if called to do so outside normal working hours, if an employee has consumed any amount of alcohol within the four (4) hours prior to being called in.
8. Being impaired because of, or under the influence of, any illegal drug, marijuana, or alcohol while on Township property, using Township property, or while performing any duties or actions on behalf of the Township.
9. Being impaired because of, or under the influence of illegal drugs, marijuana, or alcohol while off-duty, if such impairment or influence adversely affects the employee's work performance, the safety of the employee or others, or puts the Township's reputation at risk.
10. The failure of any employee to adhere to the requirements of any drug or alcohol treatment program in which the employee is participating.
11. Failure to submit to a drug or alcohol test at the request of the Township.

## THOMAS TOWNSHIP PERSONNEL POLICIES

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**DRUG AND ALCOHOL USE**

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12. Any detectable amount of any illegal drug, marijuana, prescribed controlled substance in excess of therapeutic levels, or alcohol in an employee's system while at work, while on Township property, or while on Township business.

Violation of any of the foregoing, or any other portion of this Policy, may result in disciplinary action, up to and including termination, as well as possible criminal consequences. Unless a specific exception in this Policy applies, the Township will terminate any employee who uses, sells, or distributes any illegal drug, marijuana, or alcohol while at work. Additionally, the Township will, as a general rule, terminate any employee who is shown to be under the influence of illegal drugs, marijuana, or alcohol while at work or conducting Township business.

### **E. POLICY REGARDING MARIJUANA**

Michigan has enacted two laws regarding the legal use of marijuana, the Medical Marijuana Act (the "MMA") and the Regulation and Taxation of Marijuana Act (the "RTMA").

Neither the MMA nor the RTMA prohibits an employer from maintaining a zero-tolerance policy regarding the use of marijuana by its employees. Additionally, marijuana remains illegal under federal law, and any entity that receives federal grant money, such as the Township, must comply with the Drug Free Workplace Act (the "DFWA"). The DFWA requires the Township to make a good faith effort to keep its workplace free of all drugs illegal under federal law, which drugs include marijuana.

Accordingly, as stated in this Policy, the Township strictly prohibits any employee from using, possessing, or distributing marijuana or marijuana paraphernalia while he or she is (1) on Township property, (2) conducting or performing Township business, (3) operating, or responsible for operating, Township equipment or other property, or (4) responsible for the safety of others in connection with Township business. In addition, this Policy strictly prohibits any employee from working while under the influence of marijuana.

Employees must request a reasonable accommodation, in writing, within one hundred eighty-two (182) days of first using marijuana in order to be considered (on a case-by-case basis) for an exception from the Township's general policy regarding marijuana. In no case, however, shall any

## THOMAS TOWNSHIP PERSONNEL POLICIES

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employee receive a reasonable accommodation to use, or be under the influence of, marijuana while performing work for the Township or while on Township property.

### **F. POLICY REGARDING PRESCRIPTION DRUGS**

#### **1. Policy for Employees in Non-Safety Sensitive Positions**

For the purpose of this policy, prescription drugs or medications are defined as drugs or medications obtained pursuant to a legally authorized communication from a duly licensed practitioner authorized under the laws of the state in which he or she practices to prescribe drugs or medication to be lawfully dispensed. Under no circumstance, however, shall prescription drugs include marijuana for the purpose of this Policy. The Township's policy on marijuana is addressed above.

The authorized use of prescribed drugs or medications by the employee to whom they were prescribed, and in a manner that is consistent with the prescription and accompanying instructions, is permissible. However, if an employee is prescribed a medication or drug that is mind or mood altering or lists other side effects that may impair an employee's ability to perform their job duties, such as drowsiness or lethargy, the employee must consult with his or her physician to determine if he or she can perform his or her job duties without unreasonably putting themselves or another person at risk of physical harm.

If the employee's physician indicates that the employee cannot perform their job duties during the treatment period without unreasonably putting themselves or another person at risk of physical harm, the employee must take steps to avoid placing themselves or others at risk. An employee may, for instance, request to use sick leave for the duration of the treatment period. Alternatively, an employee may notify their supervisor of the situation in order for the supervisor to determine if the employee may be assigned to alternative duties that can be safely performed during the pendency of treatment. In such cases, an employee is not required to disclose the drug or medication in question, or the reason it is being taken, and, the Township, will not make such inquiries except as may be allowed by law.

## THOMAS TOWNSHIP PERSONNEL POLICIES

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### **DRUG AND ALCOHOL USE**

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In cases where an employee's use of a prescription drug or medication that impairs their ability to safely perform their job is long-term or of an indefinite duration, the Township will conduct an individualized assessment to determine whether, if appropriate, a reasonable accommodation is available that will not impose an undue hardship on the Township or place the employee in a position where he or she could pose a direct threat to themselves or to others.

The illegal or unauthorized use of prescription drugs is prohibited. It is a violation of the Township's drug-free workplace policy to intentionally misuse or abuse prescription drugs or medications. Misuse or abuse of prescription drugs or medications may result in discipline up to and including termination.

#### **2. Policy for Employees in Safety Sensitive Positions, Including Police Officers, Firefighters, and Employees Who Operate Heavy Machinery**

Police officers and firefighters for the Township are employees who occupy positions that directly affect public safety. Due to the additional risk posed to public safety in the event that a police officer's or firefighter's ability to perform his or her job is affected by a prescription medication, police officers and firefighters must report to their supervisor any prescription medications they are taking that may affect their ability to safely perform their essential job functions. Examples of such prescription medications include, but are not limited to, prescribed controlled substances such as benzodiazepines, opioid pain medications, or any medication that may have mind-or mood-altering side effects.

In cases where a police officer or firefighter is taking a prescription medication that may affect their ability to safely perform their job duties, the Township will conduct an individualized assessment to determine the appropriate course of action, which may include removing the employee from the performance of job duties that directly affect public safety. An individualized assessment may include obtaining further medical information on the actual impact of the medication on the employee's ability to perform his or her essential job functions and whether reasonable accommodations are available that would allow the employee to continue to safely perform his or her job functions. The Township will tailor any requests for additional information

# THOMAS TOWNSHIP PERSONNEL POLICIES

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## **DRUG AND ALCOHOL USE**

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to avoid seeking information about the underlying condition for which the employee is taking the medication in question.

In addition to police officers and firefighters, other jobs with the Township may be safety-sensitive positions. For instance, jobs that involve the operation of heavy machinery, such as backhoes, wheel loaders, bulldozers, excavators, or road graders, or jobs that involve the transportation of persons from one place to the next, such as bus drivers.

### **G. USE OF DRUGS AND ALCOHOL OFF-DUTY**

The Township does not wish to intrude into the private lives of its employees. In certain cases, however, off-duty conduct involving drugs or alcohol may tarnish the image or reputation of the Township, or call into question the ability of an employee to perform his or her job duties. This is more likely to be the case when an employee is engaging in off-duty conduct while wearing clothing that identifies him or her as being an employee of the Township. Accordingly, the Township reserves the right to take disciplinary action, up to and including termination, with respect to employees who engage in off-duty conduct involving illegal drugs, prescription drugs, marijuana, or alcohol when such conduct, in the reasonable discretion of the Township, negatively affects its image and reputation within the community, or reasonably threatens to do so, or calls into question the ability of the employee in question to effectively perform his or her job duties.

### **H. WHEN TESTING MAY OCCUR**

The Township administers drug and alcohol testing in accordance with the following:

#### **1. Pre-Employment**

All offers of employment at the Township are conditioned on undergoing a drug test. Any person made a conditional offer of employment will have the offer rescinded for any of the following:

- Failing to consent to a test or otherwise refusing to be tested;
- Failing to appear for a test, unless excused in advance;

## THOMAS TOWNSHIP PERSONNEL POLICIES

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### **DRUG AND ALCOHOL USE**

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- Attempting to alter, taint, or otherwise provide a false sample;
- Testing positive for an illegal drug;
- Testing positive for marijuana; or
- Testing positive for a prescription drug in excess of therapeutic levels.

A person desiring a reasonable accommodation with respect to the results of a pre-employment drug test must notify the Township. In such cases, the Township will undertake an individualized assessment to determine whether the person can perform the essential functions of the job with or without a reasonable accommodation.

#### **2. Reasonable Suspicion**

The Township may require employees to submit to a drug or alcohol test when it has a reasonable suspicion to believe that this Policy has been violated or that an employee's possible use of illegal drugs, marijuana, or alcohol is impairing their ability to perform their essential job duties or posing a direct safety threat. Reasonable suspicion must consist of a supervisor's direct observation of drug use or alcohol use on the job, a credible report of such use, observation by the supervisor of abnormal or erratic behavior that tends to indicate impairment, or observed deficiencies in job performance that reasonably suggest a violation of this Policy.

#### **3. Post-Accident**

The Township will test for illegal drugs, marijuana, and alcohol after any on-the-job accident that:

- Resulted in or could have resulted in injury to an employee;
- Resulted in the death of a human being;

## THOMAS TOWNSHIP PERSONNEL POLICIES

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### **DRUG AND ALCOHOL USE**

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- Resulted in bodily injury to a person who, as a result of the injury, immediately received medical treatment away from the scene of the accident; or
- Resulted in one or more motor vehicles incurring disabling damage as a result of the accident, requiring the vehicle to be transported away from the scene by a tow truck or other vehicle;
- Resulted under circumstances indicating that the exercise of due care could have prevented the accident from occurring.

Unless medical attention is needed, an employee must remain available for testing after an accident. If an employee does not make himself or herself readily available for testing, he or she will be deemed to have refused to be tested and will be subject to discipline, up to and including termination.

When an incident as described above occurs, all employees whose actions could have caused the accident will be tested.

#### **4. Return to Work Testing**

Any employee who has been suspended for a violation of this Policy shall be tested prior to returning to work. If such an employee tests positive for an illegal drug, marijuana, alcohol, or the presence of prescription drugs in excess of therapeutic levels, the employee will be subject to additional discipline, up to and including termination. In addition, employees who have been suspended under this Policy for a first-time positive test shall be subject to random testing during the two (2) calendar years following their return to work. A positive test during this two (2) year period will result in termination.

#### **5. Safety Sensitive Positions and Positions Subject to Federal or State Regulations**

Positions that require a commercial driver's license are subject to regulations promulgated by the Department of Transportation (the "DOT") pertaining to testing. All employees with jobs subject



# THOMAS TOWNSHIP PERSONNEL POLICIES

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## Policy Regarding

## DRUG AND ALCOHOL USE

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to these regulations must comply the DOT's testing requirements, which may include random testing.

Police officers and firefighters shall be required to comply with any applicable testing requirements imposed by law. In addition, the Township reserves the right to conduct random drug testing of police officers and firefighters. Police officers or firefighters selected for random testing shall be chosen by a computer-generated random selection performed by the Human Resources Department. The Township Manager or any supervisor, manager, or other employee shall have no discretion to alter or waive the selection of any police officer or firefighter chosen for a random test.

### **I. TESTING PROCEDURES**

Drug and alcohol testing under this Policy, except as otherwise stated, shall be done by a laboratory certified by the State of Michigan as a medical and forensic laboratory which complies with the Scientific and Technical Guidelines for Federal Drug Testing Programs and the Standards for Certification of Laboratories Engaged in Urine Drug Testing for Federal Agencies issued by the Alcohol, Drug Abuse and Mental Health Administration of the U.S. Department of Health and Human Services ("DHHS").

Employees asked to provide samples for drug and alcohol testing pursuant to this policy will be required to cooperate and to sign a consent form. Any employee who fails or refuses to submit to testing when requested will be considered as having tested positive for purposes of this Policy and will be terminated from employment.

The Township will determine if the employee asked to take a drug or alcohol test should be permitted to work during the time between providing the sample and the receipt of the test results. If the test results are negative, the employee will be compensated at the applicable rate of pay for all hours that he would have been scheduled to work.

Testing will be conducted with concern for the personal privacy of each employee. Results of urine and blood tests performed hereunder will be considered medical records and held confidential to the extent permitted by law. Furthermore, testing information will be disseminated only on a "need-to-know" basis to persons directly responsible for the initial or continued employment decisions not to exceed executive level management. The testing program of the

## THOMAS TOWNSHIP PERSONNEL POLICIES

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**DRUG AND ALCOHOL USE**

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Township will avoid, to the fullest extent possible, acts which may contribute to injuring the reputation of the tested individuals.

### **J. CONSEQUENCES FOR REFUSING A TEST OR A POSITIVE TEST**

#### **1. Refusal to Take Test**

Any employee who refuses to submit to a drug or alcohol test will be terminated from employment.

#### **2. Testing Positive**

In general, an employee who tests positive for alcohol, marijuana, or prescribed controlled substances in excess of therapeutic levels, will be suspended without pay, provided that the positive test is the employee's first. An employee testing positive for illegal drugs (other than marijuana or prescribed controlled substances in excess of therapeutic levels) will be terminated.

The Township reserves the right in its discretion to impose lesser or greater discipline (up to termination) for first time positive tests when circumstances warrant. As a general rule, evidence showing that an employee was impaired at work, or used a prohibited substance at work, will result in discharge even for a first-time positive test. In addition, employees in safety sensitive positions who test positive may face stricter discipline up to and including termination.

If an employee is suspended for a positive test, he or she is expected to seek appropriate rehabilitative assistance. Prior to returning to work, the employee must be tested with negative results. Failure to test negative at this point will result in termination.

For any employee who tests positive for the first time and is suspended, upon completion of the suspension and subsequent negative testing, the employee shall be offered the opportunity to return to work at the position they held when suspended, if available, or an alternate position, if available. Such employees shall be subject to random testing for a period of two (2) calendar years from the date they return to work. Any positive test during this period of time shall result in termination.

## THOMAS TOWNSHIP PERSONNEL POLICIES

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Personnel Policy No:	818 (Page 12 of 12)
Effective Date:	February 3, 1997
Amended	October 2, 2000
Amended	December 2, 2019

Policy Regarding

---

### **DRUG AND ALCOHOL USE**

Employees who test positive a second time for alcohol, illegal drugs, marijuana, or prescribed controlled substances in excess of therapeutic levels will be terminated

#### **K. POLICIES SPECIFIC TO THOMAS TOWNSHIP POLICE OFFICERS**

In addition to the other provisions set forth in the Policy, the following shall also apply to police officers in the Township Police Department:

1. Regardless of any other provision herein, it shall not be a violation of this Policy for a Township police officer to transport in his or her police vehicle illegal drugs, alcohol, marijuana, or controlled substances seized as evidence pursuant to an arrest or investigation.
2. Regardless of any other provision herein, it shall not be a violation of this Policy for a police officer to consume intoxicating beverages while on duty provided that the officer receives proper and specific orders from a supervisor to do so.

#### **L. CONFIDENTIALITY**

Any information obtained under this Policy, or otherwise, regarding an employee's drug or alcohol use, including information obtained as a result of a drug test, shall be handled in a confidential manner, and, absent the employee's written authorization or as required by law, shall not be disclosed to any third-party and shall only be disclosed internally on a strict need-to-know basis.





## **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** December 2, 2019
- **SUBMITTED BY:** Russ Taylor, Township Manager
- **AGENDA TOPIC:** Approve hiring Amanda Cech for the probationary receptionist position.
- **EXPLANATION OF TOPIC:** We have had an opening for the receptionist position that we have attempted to fill unsuccessfully a couple of times. We have interviewed numerous candidates and selected Amanda Cech as the preferred applicant for the job.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** None.
- **POSSIBLE COURSES OF ACTION:** Approve, Amend, Deny or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to approve hiring Amanda Cech for the probationary receptionist position.
- **ROLL CALL VOTE REQUIRED:** No.





**TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** December 2, 2019
- **SUBMITTED BY:** Rick Hopper, Director of Public Works
- **AGENDA TOPIC:** To accept Resolution # 19-25 accepting Township ownership of the Saginaw Control and Engineering water main loop.
- **EXPLANATION OF TOPIC:** Saginaw Control and Engineering (SCE) has constructed a new water main loop around their new campus located at the Great Lakes Tech Park. This water main was constructed for the purpose of providing an emergency water supply to the facility, should it be needed, and it is interconnected to the Township's water distribution system at multiple points. The new water main has been constructed and completed per Township specifications and it is now SCE's desire to relinquish its ownership of this main to the Township and have us assume ownership, operational and maintenance responsibilities for the new water main loop.

In order to assume ownership of a "Developer Run" utility project, an engineering review and acceptance of the as-built drawings has to be completed, the project must be paid for and waivers of liens for all materials, supplies and labor must be submitted to the Township showing that there are no encumbrances on the project. Finally, all easements that the utility is constructed within must be developed, executed and recorded. All of these factors have been successfully met and per the Township Engineer's recommendation, I am recommending that the Board consider and accept the ownership of this water system by resolution. Thus, Resolution 19-25 has been submitted for your action.

- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Resolution 19-25, Engineer's letter of recommendation.
- **POSSIBLE COURSES OF ACTION:** Approve, not approve, amend or table.
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_, supported by \_\_\_\_\_ to approve Resolution 19-25 formally accepting ownership of the new water main loop constructed around the SCE complex.
- **ROLL CALL VOTE REQUIRED?** Yes

THOMAS TOWNSHIP  
SAGINAW COUNTY, MICHIGAN

RESOLUTION 19-25

RESOLUTION: ACCEPTING OWNERSHIP OF THE SAGANAW CONTROL AND ENGINEERING  
WATER MAIN LOOP

At a regular meeting of the Board of Trustees of Thomas Township, held on the 2<sup>nd</sup> day of  
December, 2019, at 7:00 o'clock p.m. Michigan Time.

PRESENT:

ABSENT:

**WHEREAS**, Thomas Township owns, operates and maintains a community wide water system, and

**WHEREAS**, Saginaw Control and Engineering has developed a water main system around its site located in the Great Lakes Technology Park, and

**WHEREAS**, the developed water main system has been constructed per Township specifications and has met all requirements and standards for construction set forth by the Township, and

**WHEREAS**, there are no further encumbrances on the water main system and all waivers of liens for materials, supplies and labor have been submitted to the satisfaction of the Township, and

**WHEREAS**, all utility easements have been executed and recorded to the satisfaction of the Township, and

**WHEREAS**, Saginaw Control and Engineering wishes to relinquish its ownership of said water main and Township wishes to assume ownership of said water main, and

**WHEREAS**, The Township Engineer has recommended such ownership of said water main.

**NOW, THEREFORE, BE IT RESOLVED** by the Thomas Township Board of trustees as follows;  
To accept Township ownership of the Saginaw Control and Engineering water main loop.

YEAS:

NAYS:



The Supervisor declared the resolution duly adopted.

---

Robert Weise, 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 proceedings which were taken at a regular meeting of the above governmental unit, held on the 2nd day of December, 2019, the original of which is on file in my office. I further certify that notice of the above meeting was given in accordance with the provisions of the Michigan Open Meetings Act.

IN WITNESS WHEREFORE, I have hereunto fixed my official signature on the 2nd day of December, 2019.

---

Edward Brosowski, Clerk

November 7, 2019

Rick Hopper, DPW Director  
Thomas Township  
249 N. Miller Road  
Saginaw, MI 48609

RE: Saginaw Controls & Engineering Water Main Construction  
Thomas Township

Rick,

In response to your request, we have reviewed the as-built plans prepared by OHM Advisors for the above-mentioned project. These as-built plans appear to be acceptable.

We recommend Thomas Township accept the water main and assume ownership, and operation & maintenance of the new system.

Please let me know if you have any questions or if you need anything further.

Sincerely,



**John E. Olson, P.E.**  
**LEED® Accredited Professional**

Project Manager

**SPICER GROUP, INC**  
230 S. Washington Avenue  
Saginaw, MI 48607  
Phone: (989) 754-4717 ext. 5544  
Cell: (989) 239-0974  
Fax: (989) 754-4440  
E-mail: [johnno@spicergroup.com](mailto:johnno@spicergroup.com)

Cc: SGI File 126530SG2018  
Russ Taylor, Thomas Township  
Trevor Schultz, Thomas Township

Q:\Proj2018\126530SG2018 - Thomas Twp Saginaw Control & Engineering WM & SS\Corresp\20191101\_as-builtsltr\_thomas.docx

**TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** December 2, 2019
- **SUBMITTED BY:** Rick Hopper, Director of Public Works
- **AGENDA TOPIC:** To accept Resolution # 19-26 accepting Township ownership of the newly constructed water and sanitary sewer system servicing The Greens at Apple Mountain.
- **EXPLANATION OF TOPIC:** The developers of The Greens at Apple Mountain has constructed a new water main and sanitary sewer system through their new development at Apple Mountain. The water main and sanitary sewer system was constructed for the purpose of providing potable water and sanitary sewer services to the development and both systems are interconnected to the existing Township's water and sanitary sewer systems. Both systems have been constructed and completed per Township specifications and it is now the developer's desire to relinquish its ownership of these systems to the Township by having us assume ownership, operational and maintenance responsibilities for the systems.

In order to assume ownership of a "Developer Run" utility project, an engineering review and acceptance of the as-built drawings has to be completed, the project must be paid for and waivers of liens for all materials, supplies and labor must be submitted to the Township showing that there are no encumbrances on the project. Finally, all easements that the utility is constructed within must be developed, executed and recorded. All of these factors have been successfully met and per the Township Engineer' recommendation, I am recommending that the Board consider and accept the ownership of these two systems by resolution. Thus, Resolution 19-26 has been submitted for your action.

- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Resolution 19-26, Engineer's letter of recommendation.
- **POSSIBLE COURSES OF ACTION:** Approve, not approve, amend or table.
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_, supported by \_\_\_\_\_ to approve Resolution 19-26 formally accepting ownership of the water and sanitary sewer system constructed as part of The Greens at Apple Mountain.
- **ROLL CALL VOTE REQUIRED?** Yes

THOMAS TOWNSHIP  
SAGINAW COUNTY, MICHIGAN

RESOLUTION 19-26

RESOLUTION: ACCEPTING OWNERSHIP OF THE GREENS AT APPLE MOUNTAIN WATER MAIN  
AND SANITARY SEWER SYSTEM

At a regular meeting of the Board of Trustees of Thomas Township, held on the 2<sup>nd</sup> day of  
December, 2019, at 7:00 o'clock p.m. Michigan Time.

PRESENT:

ABSENT:

**WHEREAS**, Thomas Township owns, operates and maintains a community wide water and sanitary sewer system, and

**WHEREAS**, The Greens at Apple Mountain has developed a water and sanitary sewer system around its site located in The Greens at Apple Mountain development, and

**WHEREAS**, the developed water and sanitary sewer system has been constructed per Township specifications and has met all requirements and standards for construction set forth by the Township, and

**WHEREAS**, there are no further encumbrances on the water and sanitary sewer system and all waivers of liens for materials, supplies and labor have been submitted to the satisfaction of the Township, and

**WHEREAS**, all utility easements have been executed and recorded to the satisfaction of the Township, and

**WHEREAS**, the Developers of The Greens at Apple Mountain wishes to relinquish its ownership of said water and sanitary sewer systems and Township wishes to assume ownership of said water main and sanitary sewer system, and

**WHEREAS**, The Township Engineer has recommended such ownership of said water and sanitary sewer system.

**NOW, THEREFORE, BE IT RESOLVED** by the Thomas Township Board of Trustees as follows;

To accept Township ownership of the water main and sanitary sewer system constructed as part of the new development located at The Greens at Apple Mountain.

YEAS:

NAYS:

The Supervisor declared the resolution duly adopted.

---

Robert Weise, 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 proceedings which were taken at a regular meeting of the above governmental unit, held on the 2nd day of December, 2019, the original of which is on file in my office. I further certify that notice of the above meeting was given in accordance with the provisions of the Michigan Open Meetings Act.

IN WITNESS WHEREFORE, I have hereunto fixed my official signature on the 2nd day of December, 2019.

---

Edward Brosowski, Clerk

November 21, 2019

Rick Hopper, DPW Director  
Thomas Township  
249 N. Miller Road  
Saginaw, MI 48609

RE: The Greens at Apple Mountain  
Water Main and Sanitary Sewer Construction  
Thomas Township

Rick,

In response to your request, we have reviewed the as-built plans prepared by MLR Engineering for the above-mentioned project.

The project includes the following:

- 2,132 lineal feet of 8" water main
- 1,339 lineal feet of 8" sanitary sewer
- 600 lineal feet of existing 8" sanitary sewer, lined with a CIPP liner
- 127 lineal feet of existing 8" sanitary sewer, replaced with PVC pipe

We believe this project meets the minimum standards for water main and sanitary sewer construction. We recommend Thomas Township accept the water main and sanitary sewer, assume ownership, and operation & maintenance of the system, with acknowledgement that additional maintenance will be required for optimal operation of the systems.

Please let me know if you have any questions or if you need anything further.

Sincerely,



**John E. Olson, P.E.**  
**LEED® Accredited Professional**

Project Manager

**SPICER GROUP, INC**  
230 S. Washington Avenue  
Saginaw, MI 48607  
Phone: (989) 754-4717 ext. 5544  
Cell: (989) 239-0974  
Fax: (989) 754-4440  
E-mail: [john@spicergroup.com](mailto:john@spicergroup.com)

Cc: SGI File 126985SG2019  
Russ Taylor, Thomas Township  
Trevor Schultz, Thomas Township



## **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** December 2, 2019
- **SUBMITTED BY:** Russ Taylor, Township Manager
- **AGENDA TOPIC:** Approve Resolution 19-28 objecting to the transfer of parcel #28-12-3-25-1032-000, 7111 McCliggott from the foreclosing government of Saginaw County.
- **EXPLANATION OF TOPIC:** On occasion, Saginaw County forecloses on parcels located in Thomas Township for unpaid taxes. In the past the Township was offered first option to acquire tax-foreclosed properties. In order to exercise the option, the Township had to acknowledge interest in it and notify the County Treasurer. Apparently, this process has changed such that tax-foreclosed parcels are assigned to the local unit of government unless the municipality passes a resolution rejecting it.

In this case, the parcel includes a house and detached structures. The Township will sometimes acquire such parcels if the house needs to be torn down or the parcel will be used for Township purposes. We do not see any need for this parcel as the Township does not have any identifiable use for it, nor does the house appear to need to be razed.

- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Resolution 19-28 and aerial photo of parcel.
- **POSSIBLE COURSES OF ACTION:** Approve, Amend, Deny or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to approve Resolution 19-28 objecting to the transfer of parcel #28-12-3-25-1032-000, 7111 McCliggott from the foreclosing government of Saginaw County.
- **ROLL CALL VOTE REQUIRED:** Yes.

**RESOLUTION 19-28**

**TOWNSHIP OF THOMAS  
COUNTY OF SAGINAW, STATE OF MICHIGAN**

**RE: OBJECTING TO TRANSFER OF PARCELS OF PROPERTY FROM THE  
FORECLOSING GOVERNMENT UNIT OF SAGINAW COUNTY, PURSUANT TO P.A. 123  
OF 1999**

At a regular meeting of the Township of Thomas, held on December 2, 2019, the following resolution was offered by \_\_\_\_\_ and supported by \_\_\_\_\_.

**PRESENT:** \_\_\_\_\_

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

**WHEREAS**, under P.A. 123, all parcels not sold at the yearly mandatory auctions automatically revert to the Township in which the property is located unless written objection is received by the Foreclosing Government Unit (Saginaw County);

**WHEREAS**, the Saginaw County Treasurer has submitted such list to the Township indicating the County has not sold the following parcel (s):

Parcel #	Address
<u>28-12-3-25-1032-000</u>	7111 McCliggott

**WHEREAS**, the Township of Thomas Board has no public purpose for said tax delinquent property and wishes to object to any such transfer of the property to the Township of Thomas.

**NOW THEREFORE, BE IT RESOLVED**, That

1. The Township of Thomas objects to the transfer from the Foreclosing Government Unit of Saginaw County to the Township of Thomas of the above-listed or attached parcel (s); and
2. A certified copy of this Resolution shall be sent to the Saginaw County Treasurer's Office to the attention of Timothy Novak, Treasurer, 111 S. Michigan Ave., Saginaw, MI 48602.

**CERTIFICATION**

STATE OF MICHIGAN  
COUNTY OF SAGINAW

I, the undersigned, the duly qualified and acting Clerk of the Township of Thomas, do hereby declare that the foregoing is a complete and true copy of a Resolution adopted by the Board of the Township of Thomas, at a regular meeting held on the 2<sup>nd</sup> day of December, 2019, the original of which is on file in my office and is available to the public. Public Notice of said meeting was given to and in compliance of Act 267, Public Acts of Michigan, 1976.

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_



	Unit Name	Property Number	SEV	Street Address	Legal Description
43	Thomas Twp	28-12-3-25-1032-000	4400	7111 MCCLIGGOTT	COM AT NE COR OF SEC 25 TH S 1311.41 FT ALONG E SEC LINE TO N 1/8 LINE TH N88DEG W 454.13 FT TO POB TH S 187.06 FT TH N88DEG W 68.09 FT TH N 187.06 FT TH S88DEG E 68.09 FT TO POB 0.29 ACRE SEC 25 T12N R3E ***DESC CHANGED DUE TO SPLITS OF 1032-001; 1032-002; AND 1032-003 1/20/98



Saginaw GIS



Map Publication:  
10/21/2019 1:36 PM



powered by  
**FetchGIS**

**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.



## TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** December 2, 2019
- **SUBMITTED BY:** Chief, Michael Cousins
- **AGENDA TOPIC:** Administrative Review Process to Display Fireworks at Swan Valley Banquet Center for 2020.
- **EXPLANATION OF TOPIC:** In 2012, the Board approved the process of an annual review request for those wishing to display fireworks which require a permit. This action authorized the Township Manager to approve the permit on behalf of the Township Board when all of the following requirements have been met; the Fire Department approves and is within seven days of displaying the fireworks. The Swan Valley Banquet Center has been able to utilize this process and was rather appreciative of its benefits. They have made the request again this upcoming year. They have agreed to comply with the requirements we have asked of them. I am requesting the Board grant their annual request to display fireworks based on the fore mentioned program.
- **POSSIBLE COURSES OF ACTION:** Approve, Deny, Amend or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to approve the annual administrative fireworks display review process for the Swan Valley Banquet Center in 2020.
- **ROLL CALL VOTE REQUIRED?** No





## **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** December 2, 2019
- **SUBMITTED BY:** Russ Taylor, Township Manager
- **AGENDA TOPIC:** 2020 Regular Board Meeting Schedule
- **EXPLANATION OF TOPIC:** Annually, the Board sets the time, place, and dates for its regular meetings for the upcoming calendar year. The resolution establishing those dates is attached. The proposed schedule maintains the meeting date as the first Monday of every month at 7 p.m. at the Public Safety Building. The exceptions for 2020 are July and September which are moved to the second Monday of the month due to holiday's falling on or near the first Monday of the month.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:**  
Resolution 19-29.
- **POSSIBLE COURSES OF ACTION:**  
Approve/not approve Resolution 19-29
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to approve Resolution 19-29, establishing the dates, times, and place for 2020 regular Township Board meetings.
- **ROLL CALL VOTE REQUIRED?** Yes

RESOLUTION 19-29  
RESOLUTION FOR APPROVING  
THE THOMAS TOWNSHIP BOARD OF TRUSTEES  
ANNUAL MEETING DATES 2020

At a regular meeting of the Board of Trustees of the Township of Thomas, held on the 2nd day of December, 2019 at 7:00 o'clock p.m. Michigan Time.

PRESENT:

ABSENT:

The following preamble and resolution were offered by \_\_\_\_\_ and supported by \_\_\_\_\_.

WHEREAS, the Thomas Township Board of Trustees will meet on the following dates for the 2020 year. All meetings will begin at 7:00 pm and will take place at the Thomas Township Public Safety Building, 8215 Shields Drive, Saginaw, MI 48609.

Monday, January 6	<u>Monday, July 13</u>
Monday, February 3	Monday, August 3
Monday, March 2	<u>Monday, September 14</u>
Monday, April 6	Monday, October 5
Monday, May 4	Monday, November 2
Monday, June 1	Monday, December 7

WHEREAS, this notice is in compliance with MCLA 41.72a (1) General Law.

NOW, THEREFORE, BE IT RESOLVED that the Thomas Township Board meetings for 2020 are held on the first Monday of each month. In cases where the first Monday falls on or near a Legal Holiday, the meeting will be set for the second Monday of the month, the schedule is attached.

Upon roll call vote, the following voted;

Aye:

Nay:

Absent:

The Supervisor declared the resolution adopted.

---

Robert Weise, Supervisor

**CERTIFICATE**

**I, Edward Brosowski, 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 2, 2019, at which meeting a quorum was present, by a roll call vote of said members as hereinbefore set forth; that said resolution was ordered to take immediate effect.**

---

Edward Brosowski, Clerk



# OFFICIAL MEETING NOTICE

## THOMAS TOWNSHIP

### BOARD OF TRUSTEES

### 2020 MEETING DATES

All meetings will be held at the Thomas Township Public Safety Building, **8215 Shields Drive, Saginaw, MI 48609, (989) 781-0150**. All meetings will commence at 7:00 o'clock p.m. Michigan Time. Underlined dates show meetings outside of our normal first Monday of the month schedule.

Monday, January 6

Monday, July 13

Monday, February 3

Monday, August 3

Monday, March 2

Monday, September 14

Monday, April 6

Monday, October 5

Monday, May 4

Monday, November 2

Monday, June 1

Monday, December 7

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.





### **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE** December 2, 2019
- **PERSON SUBMITTING:** Deidre Frollo, Fiscal Services Director
- **AGENDA TOPIC:** Waiver of Penalty for December property taxes
- **EXPLANATION OF TOPIC FOR BOARD MEMBERS:**  
The last day to pay property taxes without penalty is February 14, 2020. The Township continues to collect property taxes through March 20, 2020. Unpaid taxes are turned over to the Saginaw County Treasurer on March 3, 2020 for collection as delinquent. While the Township has the authority to collect penalties on the December taxes for the period of February 15, 2020 through March 2, 2020, the penalty has traditionally been waived. I am requesting authorization to waive penalties on the December property tax collection for the period of February 15, 2020 through March 2, 2020. The penalties for the July taxes will be charged as mandated by the State.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:**  
None
- **POSSIBLE COURSES OF ACTION:** Approve, Table, Deny
- **SUGGESTED/REQUESTED MOTION:**  
Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to accept recommendation of the Fiscal Services Director to waive penalties on the December tax collection for the period of February 15, 2020 through March 2, 2020.
- **ROLL CALL VOTE REQUIRED?** Yes







**TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** December 2, 2019
- **SUBMITTED BY:** Trevor Schultz, Assistant Director - Department of Public Works  
Rick Hopper, Director - Department of Public Works
- **AGENDA TOPIC:** To award the New Fire Hydrant Installation Contract to Keyes Trenching, in the amount of \$11,700.
- **EXPLANATION OF TOPIC:** Upon completion of DPW's GIS mapping, a few areas were identified that lacked ideal fire protection. While our intention was to award five new Hydrant Installations, we budgeted \$25,000 to complete this work. Based on what Keyes bid for the labor, and the cost of the Hydrant materials, we are able to complete four new installs. Three new Hydrants will be installed on Frost, and one on Lone. DPW will look at completing the last Hydrant install sometime next year. The locations of new Hydrant installs are highlighted in yellow on the attached map and on Keyes Bid.  
  
An RFP was sent to twelve local excavating contractors, with three returning bids. The low bid is from Keyes Trenching and it is recommended to accept this bid with one contingency. The installation contract we are recommending for approval will reflect four new installations, not five. Keyes has performed similar work for Thomas Township in the past, and their work is of the highest quality.  
  
This will be paid for out of Water Fund - Repairs and Maintenance and was an anticipated expense in the budget.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Bid form from Keyes Trenching, RFP, Bid Tab, Proposed Hydrant Location Map.
- **POSSIBLE COURSES OF ACTION:** Approve, not approve, amend or table.
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_, supported by \_\_\_\_\_ to award the New Fire Hydrant Installation Contract to Keyes Trenching in the amount of \$11,700.
- **ROLL CALL VOTE REQUIRED?** No.

**Fire Hydrant Installation Bid Tab**  
**Bid Opening 11/15/2019 10:05 AM**

Contractor	Address	Bid
Cooper Exc	4185 Caine Rd. Vassar, MI 48768	
Mid State Earthworks	12350 Wilkinson Freeland, MI 48623	
Rohde Brothers Exc	1240 North Outer Dr. Saginaw, MI 48601	23,650
Tri Valley Landscaping	2363 North Miller Rd. Saginaw, MI 48609	
Wolfgram Exc	3063 Poseyville Rd. Midland, MI 48640	
Wooten Contracting	13265 Gratiot Hemlock, MI 48626	
American Exc	3389 Hack Rd. Saginaw, MI 48601	
Champagne and Marx	1445 Liberty Rd. Saginaw, MI 48603	41,423
Eric Construction	7550 South Graham Rd. St Charles, MI 48655	
Graebner Exc	PO Box 779 Freeland MI 48623	
Gushow and Sons Exc	1676 West Midland Rd. Auburn, MI 48611	
Keyes Trenching	2284 Hotchkiss Rd. Freeland, MI 48623	15,900

Name Present:	Signature:
Trevor Schellz	
Kiel Henn	



**REQUEST FOR PROPOSALS**  
**INSTALL NEW FIRE HYDRANT(S)**

Thomas Township, located in Saginaw County, Michigan, is currently requesting quotes for the labor required to install new Fire Hydrants. The requested quote is for five (5) new hydrant installations. Thomas Township will provide the Hydrants, Valves, Tapping Tee's and all other connection fittings required. The Contractor would be required to excavate and live-tap the water main, install a new valve, install up to 10' of 6" PVC pipe, and set the new Fire Hydrant. If the road or shoulder is impacted, sand backfill will be required. Contractor will also be required to "cold patch" road disturbances. Thomas Township will call in Miss Dig staking requests for November 8 to allow Contractors to review each location. Sealed quotes shall be submitted **prior to 10:00 AM, Friday, November 15, 2019** at the Municipal Offices located at **249 North Miller Road, Saginaw, MI 48609**.

**Please clearly mark your sealed envelope as "HYDRANT INSTALLATION", attention Rick Hopper.**

Bids will be unsealed at **10:05 AM, Friday, November 15, 2019** at the Municipal Offices Building. You are welcome to submit supporting information with your bid quote; however, all quotes must be submitted on the uniform **Thomas Township Bid Form** that has been included with this request. Only those quotes formally supplied on the official bid form will be accepted. An award of **Monday, December 2, 2019** is planned.

**Contact Persons:**

Rick Hopper – Director of Public Works

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

[dpwdirector@thomastwp.org](mailto:dpwdirector@thomastwp.org)

Trevor Schultz – Assistant Director of Public Works

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

Cell: 989-443-9189

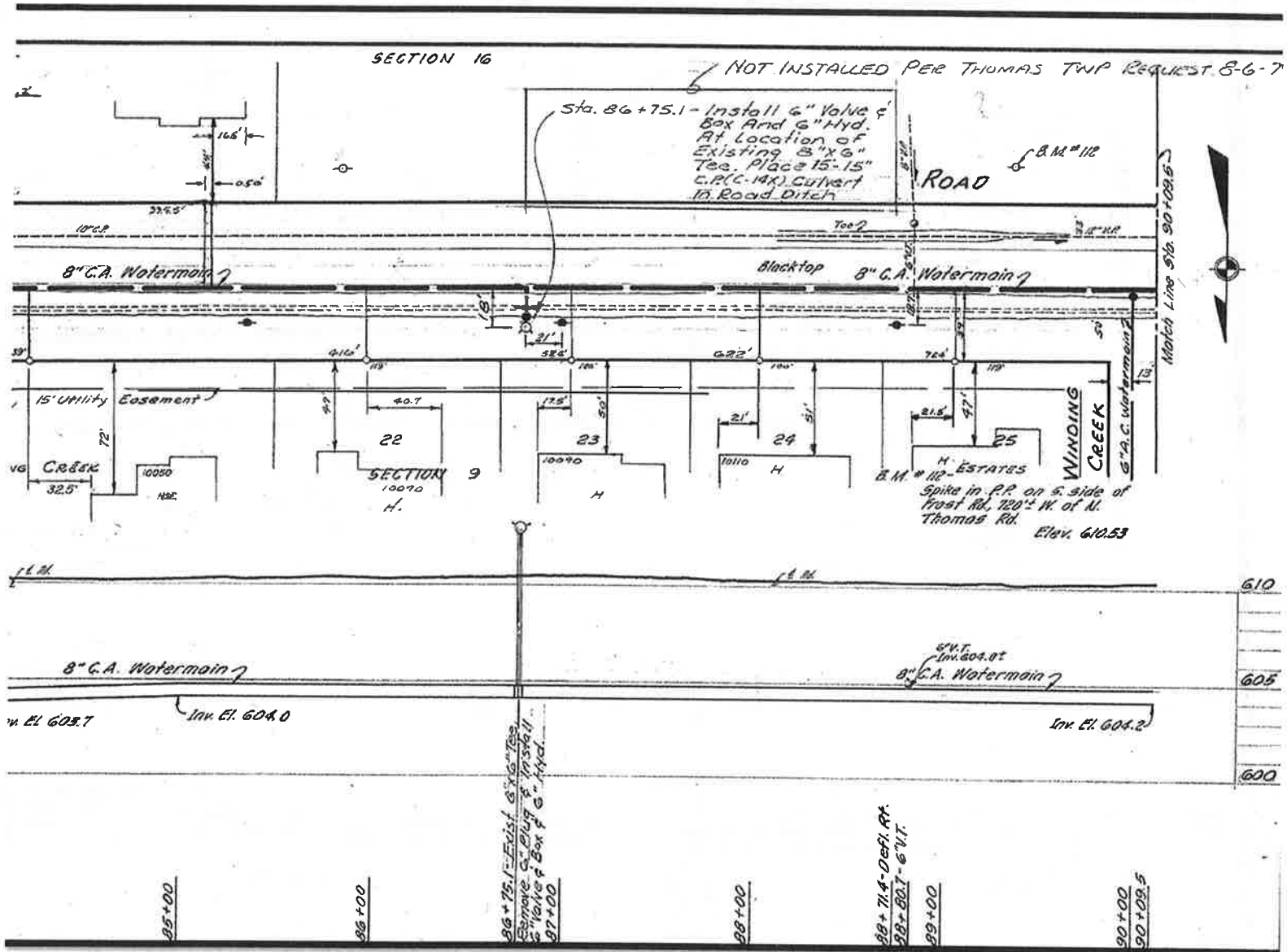
[dpwassist@thomastwp.org](mailto:dpwassist@thomastwp.org)

## CONTRACTOR REQUIREMENTS

- You, as contractor, must provide acceptable proof of Liability Insurance in the amount of \$1,000,000.00 with Thomas Township listed as an additional insured, and Workman's Compensation insurances for all employees.
- You, as contractor, will be required to ensure that all OSHA, MI-OSHA, Federal, State, and Local regulations are complied with.
- You, as contractor, may be required to furnish references of prior work.
- You, as contractor, will be considered the general contractor and will be responsible for any and all coordination between sub-contractors and assure all work is completed, as specified or directed, verbally or In writing by the Township. Any sub-contractor must be approved in writing by Thomas Township.
- You, as contractor, must ensure any or all sub-contractors provide acceptable proof of Workman's Compensation for all employees.
- You, as contractor, must ensure that any or all sub-contractors employed by you, provide a General Liability Insurance Policy in the amount not less than \$1,000,000.00, with Thomas Township listed as an additional insured entity.
- You, as contractor, will be compensated with one lump sum payment, in the amount of 100% of the actual contractual amount within two weeks upon the successful completion of contracted scope of work.
- No "Add-Ons" or additional charges will be allowed without the advance written approval of Thomas Township.
- You, as contractor, shall warranty your work for a period of twenty-four (24) months.
- You, as contractor, will be required to enter into and abide by a standard contract issued by Thomas Township. The contract may be viewed at any time by contacting Thomas Township D.P.W.
- The Engineer specifications are included Fire Hydrant installation work practices.
- Thomas Township Board of Trustees reserves the right to accept or reject any or all bids, to waive informalities or errors in the bidding process, and to accept any bid deemed to be in the best interest of the Township, including bids not proposed for the lowest amount submitted.
- Hydrant construction to be completed by March 15, 2020.

## FIRE HYDRANT LOCATIONS

(1) Between 10070 and 10090 Frost



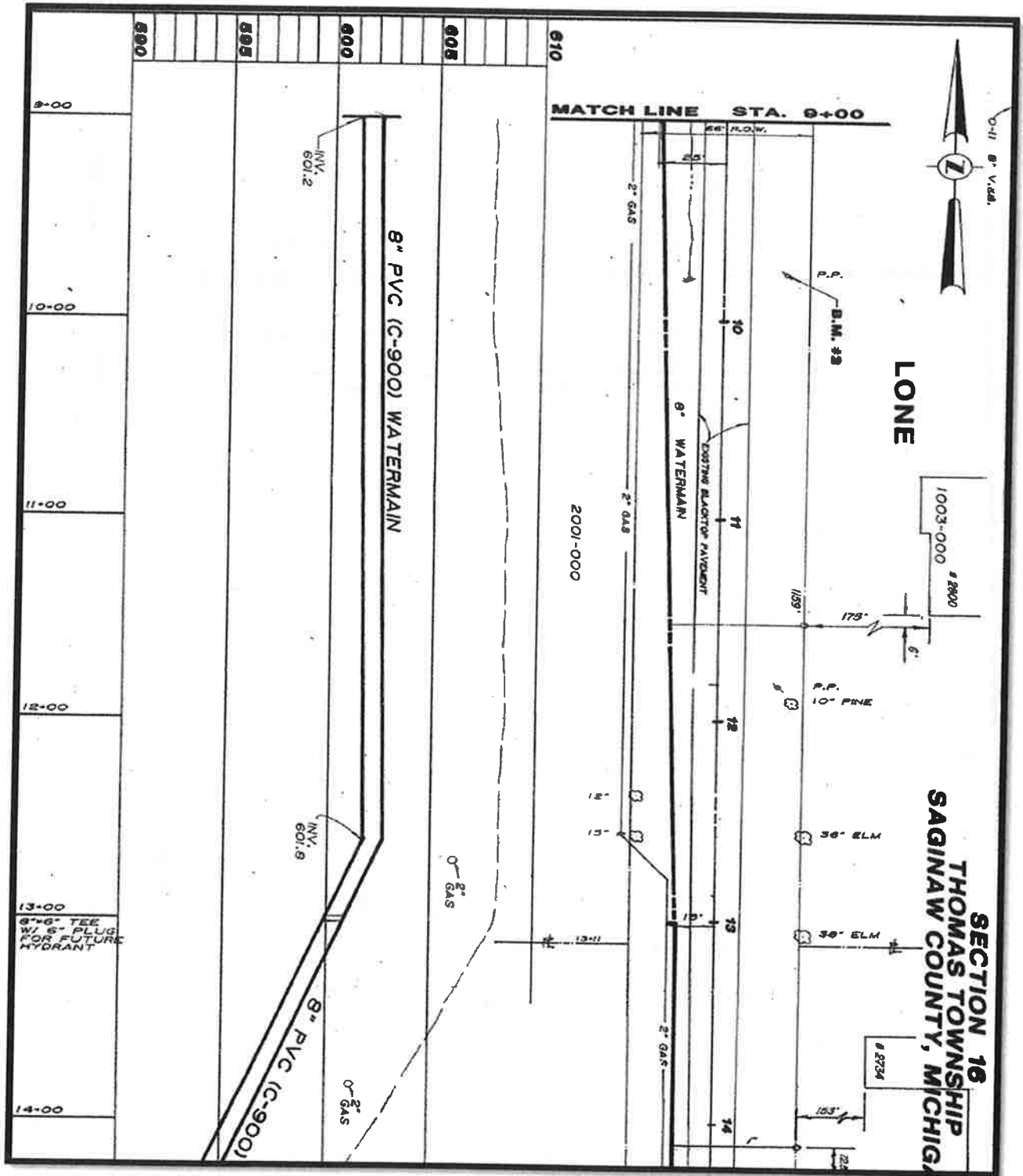
(2) Between 10184 and 10164 Frost





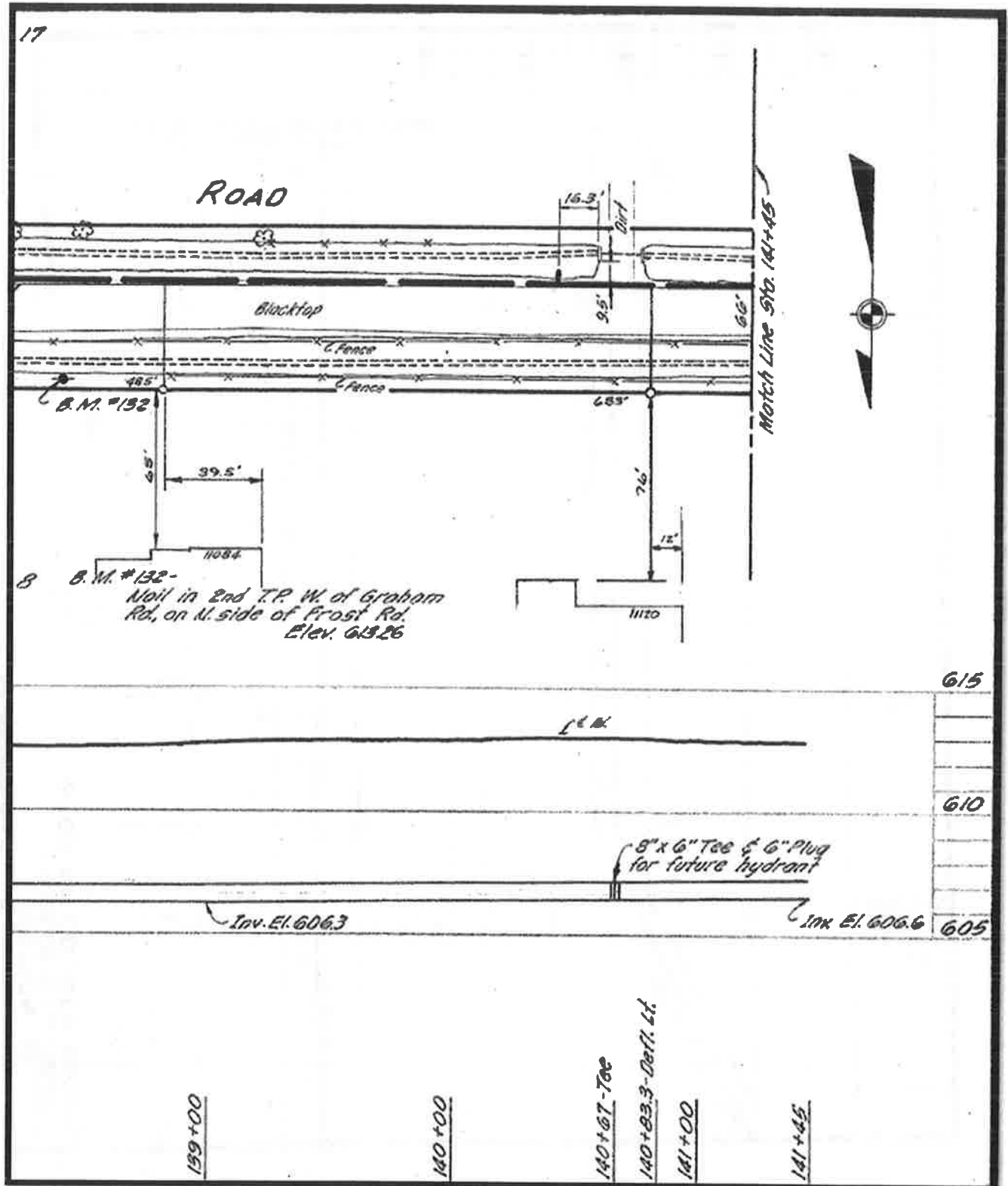
# FIRE HYDRANT LOCATIONS CONTINUED

(3) Across the property line of 2734 and 2800 Lone Rd



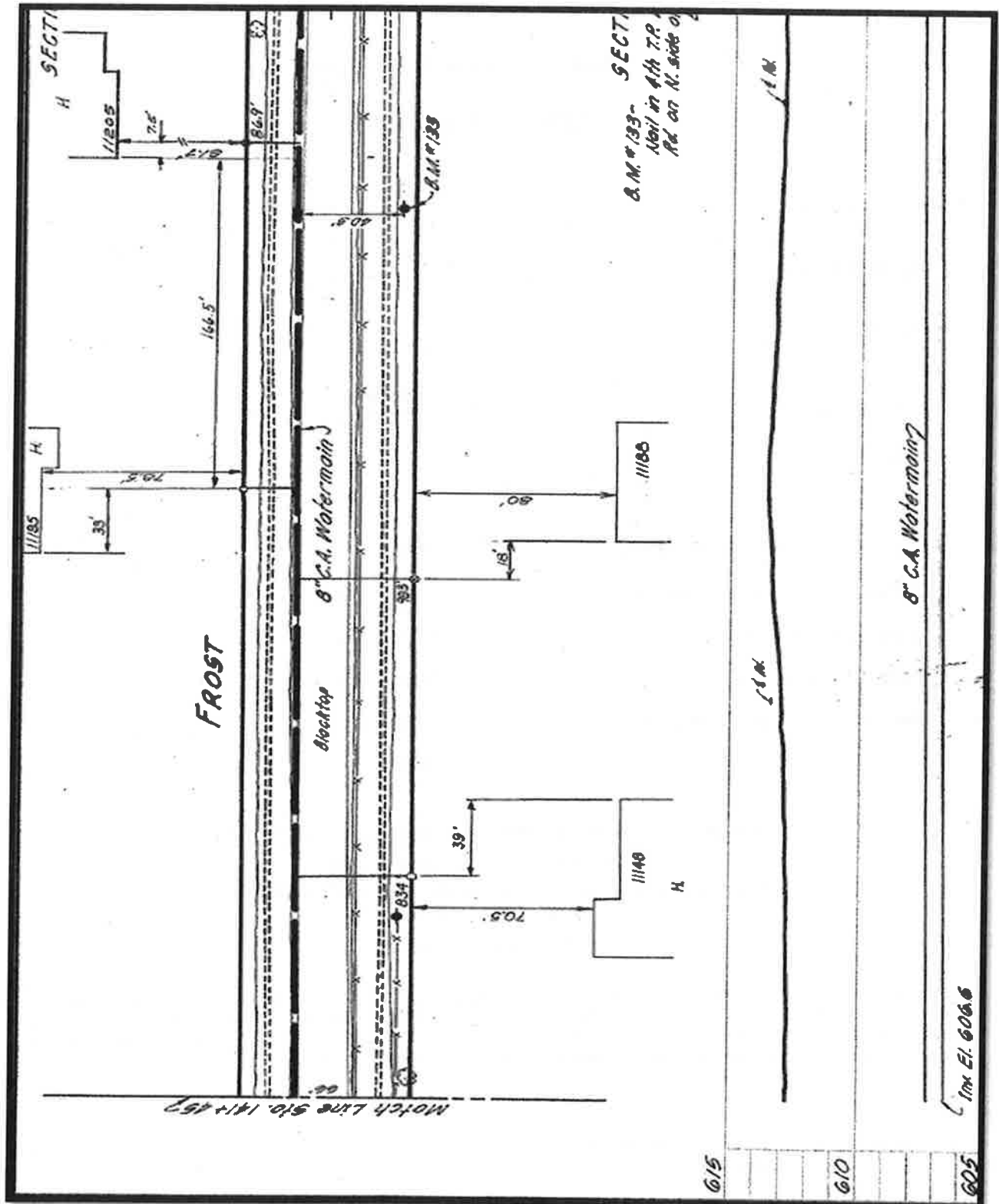
# FIRE HYDRANT LOCATIONS CONTINUED

(4) Across the property line of 11084 and 11120 Frost



# FIRE HYDRANT LOCATIONS CONTINUED

(5) Between 11195 and 11205 Frost





DEPARTMENT OF PUBLIC WORKS

## Thomas Township Bid Form

### Hydrant Installation

Company Name: \_\_\_\_\_

Company Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone: (        ) \_\_\_\_\_

Cell Phone: (        ) \_\_\_\_\_

E-Mail: \_\_\_\_\_

Between 10070 and 10090 Frost

TOTAL Labor \$ \_\_\_\_\_

Between 10184 and 10164 Frost

TOTAL Labor \$ \_\_\_\_\_

Across 2734 and 2800 Lone

TOTAL Labor \$ \_\_\_\_\_

Across 11084 and 11120 Frost

TOTAL Labor \$ \_\_\_\_\_

Between 11195 and 11205 Frost

TOTAL Labor \$ \_\_\_\_\_

TOTAL \$ \_\_\_\_\_

**Return Quote prior to 10:00 AM Friday, November 15, 2019:**

**Thomas Township Public Works**

**Thomas Township Hydrant Installation Bid - ATTN Rick Hopper**

**249 North Miller Road**

**Saginaw, MI 48609**

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

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**



DEPARTMENT OF PUBLIC WORKS

## Thomas Township Bid Form

### Hydrant Installation

Company Name: Keyes Trenching

Company Address: 2284 Hatch Kiss Rd. Freeland 48623

Contact Person: Jim

Phone: (     )     Cell Phone: (989) 233-4968

E-Mail: Keyes Trenching LLC @ Yahoo . com

Between 10070 and 10090 Frost

TOTAL Labor \$ 4200<sup>00</sup>

Between 10184 and 10164 Frost

TOTAL Labor \$ 4200<sup>00</sup>

Across 2734 and 2800 Lone

TOTAL Labor \$ 2500<sup>00</sup>

Across 11084 and 11120 Frost

TOTAL Labor \$ 2500<sup>00</sup>

Between 11195 and 11205 Frost

TOTAL Labor \$ 2500<sup>00</sup>

TOTAL \$ 15,900<sup>00</sup> \$11,700

Return Quote prior to 10:00 AM Friday, November 15, 2019:

Thomas Township Public Works  
Thomas Township Hydrant Installation Bid - ATTN Rick Hopper  
249 North Miller Road  
Saginaw, MI 48609

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

