



******AMENDED AGENDA******

THOMAS TOWNSHIP REGULAR BOARD MEETING

8215 Shields Drive, Saginaw, MI 48609

June 3, 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 May 6, 2019, Regular Board Minutes.
 - B. Approval of the Expenditures.
 - C. Appoint Joyce Potoff as the alternate member on the Board of Review.
 - D. Accept the resignation from Pam Fuller, Police Secretary.
 - E. Approve changes to the Public Safety Clerical job description.
6. Communications-Petitions-Citizen Comments

It is requested that you state your name and address for the record.
7. Public Hearing
 - A. Short Road Street Lighting Special Assessment District.
8. Unfinished Business
 - A. None.
9. New Business
 - A. Approve Resolution 19-12 waiving the penalty for non-filing of a property transfer affidavit.
 - B. Approve Resolution 19-11 to tentatively approve the Short Road Street Lighting District and cause for the creation of a Special Assessment Roll.
 - C. Approve the low bid of \$32,473.00 from McDonald Ford for a 2020 Ford Utility All Wheel Drive Police Interceptor patrol vehicle.
 - D. Approve the purchase of BS&A Cemetery Software \$5,520.00.
 - E. Authorize American Excavating, Ltd. to pre-install individual water services to the right-of-way in The Greens at Apple Mountain development for an amount not to exceed \$24,000.00.
 - F. Acknowledge and accept the sewer rate study as presented.
 - G. Approve Resolution 19-14 to authorize the Fire Department to apply for the Risk Reduction Grant under the Michigan Township Participating Plan.
 - H. Approve Proclamation 19-13 honoring retiring Chief Steven Kocsis for his thirty years of service.
 - I. **Authorize the purchase of a new Flygt pump, along with its installation by JEGreen in Lift Station #4 for a total cost of \$28,765.00.**
10. Reports

A. Supervisor	D. Manager	H. Fire Dept.
B. Clerk	E. Community Development	I. Police Dept
C. Treasurer	F. DPW	J. Parks & Recreation

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. 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
May 6, 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: Thayer, Sommers, Monahan, Weber, Weise
ABSENT: Brosowski, DeLine

ALSO PRESENT: DPW Director, Rick Hopper; Assistant to the DPW Director, Trevor Schultz; Parks and Recreation Director, John Corriveau; Director of Community Development, Dan Sika; Deputy Police Chief, Al Fong; Police Chief, Steve Kocsis; Police Sergeant, Eric Cowles; Deputy Clerk, Darci Seamon; Township Attorney, Otto Brandt and two interested parties.

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

****AMENDED AGENDA****
THOMAS TOWNSHIP REGULAR BOARD MEETING
8215 Shields Drive, Saginaw, MI 48609
May 6, 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 April 1, 2019 Regular Board Minutes.
 - B. Approval of the Expenditures.
 - C. Receive and acknowledge the resignation of Christopher Castellano from the Fire Department.
 - D. Approve the hiring of Derek Smith as a probationary Police Officer.
6. Communications-Petitions-Citizen Comments

It is requested that you state your name and address for the record.
7. Public Hearing
 - A. None.
8. Unfinished Business
 - A. None.
9. New Business
 - A. Approve the rezoning of 105 McCarthy Lane to B-1 Commercial zoning.
 - B. Award the Station 4 pump repair contract to Kennedy Industries in the amount of \$9,860.00.
 - C. Award the Municipal Building Parking Lot Expansion Project, Phase II to Graebner Excavating, Ltd. in the amount of \$75,000.00.

- D. Award the Sewage Pumping Station 8 (Dice and River Roads) Engineering Design Contract to Spicer Group in the amount of \$26,500.00.
 - E. Approve Resolution 19-10 to adopt the Saginaw County Emergency Services Mutual Aid Agreement.
 - F. Award the low bid of \$ 3,733.34 from Spartan Pools for the purchase of a Raypak ASME 406,000 BTU pool heater.
 - G. Approve the proposal from Township Architect, Rick Keith, to evaluate the existing municipal office building and to develop recommendations related to upgrading the structure in the amount not to exceed \$5,750.00.
 - H. Authorize the underground contract with American Excavating to construct water and sanitary sewer mains as proposed in "The Greens" condominium project.
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 Thayer to approve the consent agenda as presented. Motion carried unanimously.
- A. Approval of Township Board minutes from the regular meeting 04/01/2019.
 - B. Expenditures consisting of:

Clearing Fund	\$3,255.58
General Fund	101,999.64
Public Safety-Fire Department	40,064.99
Fire Apparatus	7,091.66
Public Safety-Police Department	34,070.47
Public Safety-Drug Law Enforcement	0.00
Downtown Development Authority	0.00
Road Revolving Fund	0.00
Sewer Fund	64,272.66
Water Fund	314,771.45
Municipal Refuse	49,395.26
Tax	2,360,643.49
 - C. Received and acknowledged the resignation of Christopher Castellano from the Fire Department.
 - D. Approved the hiring of Derek Smith as a probationary Police Officer upon satisfying all pre-employment conditions.
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 Sommers, seconded by Thayer to approve the rezoning of 105 McCarthy Lane to B-1 Commercial Zoning. Motion carried unanimously.
 - B. It was moved by Weber seconded by Sommers to award the Station 4 pump repair contract to Kennedy Industries in the amount of \$9,860.00. Motion carried unanimously.

- C. It was moved by Thayer seconded by Monahan to award the Municipal Building Parking Lot Expansion Project Phase II to Graebner Excavating, Ltd. in the amount of \$75,000.00. Motion carried unanimously.
 - D. It was moved by Sommers seconded by Weber to award the Sewage Pumping Station 8 (Dice and River Roads) Engineering Design Contract to Spicer Group in the amount of \$26,500.00. Motion carried unanimously.
 - E. It was moved by Monahan seconded by Thayer to approve Resolution 19-10 to adopt the Saginaw County Emergency Services Mutual Aid Agreement.
Ayes: Weise, Thayer, Sommers, Monahan, Weber
Absent: Brosowski, DeLine
Nays: None
Abstain: None
 - F. It was moved by Monahan seconded by Thayer to award the low bid of \$3,733.34 from Spartan Pools for the purchase of a Raypak ASME 406,000 BTU pool heater. Motion carried unanimously.
 - G. It was moved by Weber seconded by Sommers to approve the proposal from Township Architect, Rick Keith, to evaluate the existing municipal office building and to develop recommendations related to upgrading the structure in the amount not to exceed \$5,750.00. Motion carried unanimously.
 - H. It was moved by Weber seconded by Sommers to authorize the underground contract with American Excavating to construct water and sanitary sewer mains as proposed in "The Greens" condominium project with 11 contingencies. Motion carried unanimously.
10. Report of Officers and Staff:
- A. Supervisor's Report – None.
 - B. Clerk's Report – None.
 - C. Treasurer's Report - None.
 - D. Manager's Report - None.
 - E. Receive and file Community Development Reports.
 - F. Receive and file the DPW Report. DPW Director, Hopper reported that his crew changed out 132 water meters since last month.
 - G. Receive and file the Finance Department Report.
 - H. Receive and file the Fire Department Report.
 - I. Receive and file the Police Department Report. Deputy Chief Fong introduced the Explorers members to the Board.
 - J. Receive and file the Parks and Recreation Report. Rebel Magnolia Event is coming up Mother's Day weekend.
 - K. Board Member Reports – Trustee Sommers reported that the grass is growing nicely along the extension of the Thomas Trail off Shields Court.
11. Executive Session:
- A. None
12. It was moved by Thayer seconded by Sommers to adjourn the meeting at 7:32 p.m. Motion carried unanimously.

Edward Brosowski, Clerk

Dated



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** June 1, 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 \$12,812.96. 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 \$647,620.73 with individual fund totals as follows:

Clearing Fund	3,050.16
General Fund.....	83,984.84
Public Safety - Fire Department.....	8,857.15
Fire Apparatus	564.78
Public Safety - Police Department	15,764.06
Public Safety - Drug Law Enforcement	0.00
Downtown Development Authority.....	325.79
Road Revolving Fund.....	0.00
Sewer Fund	44,404.67
Water Fund	444,384.03
Municipal Refuse	46,285.25
Tax	647,620.73

As shown on checks #60278-60411

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	FRONTIER/AMAZON/VERIZON/ARCHERY/DE	03/27/19-04/26/	05/07/19	180.00	60290
100-000-231.716	DUE TO BC/BS UNION CO-IN	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-05/20-06/1	05/07/19	2,837.66	60285
100-000-231.717	LIBRARY HEALTH INS CO-PA	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-05/20-06/1	05/07/19	32.50	60285
						3,050.16	
						3,050.16	

Total For Dept 000						3,050.16	
Total For Fund 100	CLEARING FUND					3,050.16	

Fund 101	GENERAL OPERATING FUND						
Dept 000							
101-000-040.000	ACCOUNTS RECEIVABLE	CHASE-MASTERCARD SVCS	FRONTIER/AMAZON/VERIZON/ARCHERY/DE	03/27/19-04/26/	05/07/19	181.58	60290
101-000-040.716	ACCOUNTS RECEIVABLE HEAL	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-05/20-06/1	05/07/19	297.12	60285
101-000-040.716	ACCOUNTS RECEIVABLE HEAL	DELTA DENTAL	JUNE 2019 PREMIUM	RIS0002277748	05/21/19	37.91	60360
101-000-217.000	DUE TO OTHER FUNDS DEL'Q	DELTA COLLEGE	DEL'Q PERSONALS	WINTER 2018	05/07/19	79.24	60295
101-000-217.000	DUE TO OTHER FUNDS DEL'Q	FREELAND SCHOOL DISTRI	DEL'Q PERSONALS	WINTER 2018	05/07/19	23.99	60298
101-000-217.000	DUE TO OTHER FUNDS DEL'Q	HEMLOCK SCHOOL DISTRI	DEL'Q PERSONALS	WINTER 2018	05/07/19	359.37	60300
101-000-217.000	DUE TO OTHER FUNDS DEL'Q	SAGINAW COUNTY TREASU	DEL'Q PERSONALS	SUMMER/WINTER 2	05/07/19	188.26	60317
101-000-217.000	DUE TO OTHER FUNDS DEL'Q	SAGINAW COUNTY TREASU	DEL'Q PERSONALS	SUMMER 2018	05/07/19	16.09	60318
101-000-217.000	DUE TO OTHER FUNDS DEL'Q	SAGINAW ISD	DEL'Q PERSONALS	WINTER 2018	05/07/19	119.75	60319
101-000-217.000	DUE TO OTHER FUNDS DEL'Q	THOMAS TWP FIRE EQUIP	DEL'Q PERSONALS	WINTER 2018	05/07/19	9.69	60327
101-000-217.000	DUE TO OTHER FUNDS DEL'Q	THOMAS TWP GENERAL FU	DEL'Q PERSONALS	WINTER 2018 T	05/07/19	36.59	60328
101-000-217.000	DUE TO OTHER FUNDS DEL'Q	THOMAS TWP GENERAL FU	DEL'Q PERSONALS	WINTER 2018 I	05/07/19	53.63	60328
101-000-217.000	DUE TO OTHER FUNDS DEL'Q	THOMAS TWP LIBRARY	DEL'Q PERSONALS	WINTER 2018	05/07/19	12.41	60329
101-000-217.000	DUE TO OTHER FUNDS DEL'Q	THOMAS TWP PUBLIC SAF	DEL'Q PERSONALS	WINTER 2018	05/07/19	24.83	60330
101-000-217.000	DUE TO OTHER FUNDS DEL'Q	THOMAS TWP PUBLIC SAF	DEL'Q PERSONALS	WINTER 2018	05/07/19	52.77	60331
101-000-283.000	PERFORMANCE DEP-SIDEMALK	THOMAS TWP PUBLIC SAF	REFUND - 10060 HEMPHILL CT - 28-12	WINTER 2018	05/21/19	735.00	60376
101-000-449.000	MOBILE HOME FEES	SAGINAW COUNTY TREASU	EDGEMOOD 182 LOTS MAY 2019	TREE INSTALLATI	05/07/19	91.00	60317
101-000-449.000	MOBILE HOME FEES	SAGINAW COUNTY TREASU	KRIS KAY 196 LOTS MAY 2019		05/07/19	98.00	60317
101-000-449.000	MOBILE HOME FEES	SAGINAW COUNTY TREASU	EDGEMOOD 182 LOTS MAY 2019		05/07/19	364.00	60318
101-000-449.000	MOBILE HOME FEES	SAGINAW COUNTY TREASU	KRIS KAY 196 LOTS MAY 2019		05/07/19	392.00	60318
101-000-499.000	COMMUNITY DEVELOPMENT	HEMLOCK SEMI CONDUCTO	REFUND OVERPAYMNT STORM WATER REVI	195198	05/21/19	169.00	60367
101-000-499.000	COMMUNITY DEVELOPMENT	SAGINAW CONTROL & ENG	REFUND - STORM WATER REVIEW FEE	195198	05/21/19	441.00	60390
101-000-677.000	REIMBURSEMENTS	THOMAS TWP PUBLIC SAF	DIVIDEND PAR PLAN - 2011-2015	2019	05/21/19	676.87	60402
101-000-677.000	REIMBURSEMENTS	THOMAS TWP PUBLIC SAF	DIVIDEND PAR PLAN - 2011-2015	2019	05/21/19	304.16	60403
101-000-677.000	REIMBURSEMENTS	THOMAS TWP REFUSE	DIVIDEND PAR PLAN - 2011-2015	2019	05/21/19	24.36	60404
101-000-677.000	REIMBURSEMENTS	THOMAS TWP SEWER	DIVIDEND PAR PLAN - 2011-2015	2019	05/21/19	477.82	60405
101-000-677.000	REIMBURSEMENTS	THOMAS TWP WATER	DIVIDEND PAR PLAN - 2011-2015	2019	05/21/19	487.47	60406
						5,753.91	

Dept 101	BOARD-LEGISLATIVE						
101-101-802.000	LEGAL SERVICES	OTTO BRANDT	LEGAL SERVICES	MAY 2019	05/07/19	1,190.00	60310
101-101-900.000	LEGAL NOTICES	VIEW NEWSPAPER GROUP	4/1/19 SUMMARY	274952	05/07/19	53.55	60341
101-101-960.000	EDUCATION & TRAINING	CHASE-MASTERCARD SVCS	FRONTIER/AMAZON/VERIZON/ARCHERY/DE	03/27/19-04/26/	05/07/19	1,057.65	60290
						2,301.20	

Dept 172	MANAGER-ADMINISTRATIVE						
101-172-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-05/20-06/1	05/07/19	1,651.25	60285
101-172-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-05/20-06/1	05/07/19	21.46	60285
101-172-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	JUNE 2019	05/21/19	79.70	60374
101-172-716.200	DENTAL INSURANCE	DELTA DENTAL	JUNE 2019 PREMIUM	RIS0002277748	05/21/19	144.15	60360
101-172-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	JUNE 2019	05/21/19	24.58	60374
101-172-740.000	OPERATING SUPPLIES	CHASE-MASTERCARD SVCS	FRONTIER/AMAZON/VERIZON/ARCHERY/DE	03/27/19-04/26/	05/07/19	119.99	60290
						2,041.13	

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Fund 101 GENERAL OPERATING FUND							
Dept 215 CLERK							
101-215-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH INSURANCE	0002-05/20-06/1	05/07/19	17.39	60284
101-215-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	JUNE 2019	05/21/19	53.62	60374
101-215-716.200	DENTAL INSURANCE	DELTA DENTAL	JUNE 2019 PREMIUM	RIS0002277748	05/21/19	144.15	60360
101-215-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	JUNE 2019	05/21/19	13.56	60374
101-215-740.000	OPERATING SUPPLIES	CHASE-MASTERCARD SVCS	FRONTIER/AMAZON/VERIZON/ARCHERY/DE	03/27/19-04/26/	05/07/19	(52.21)	60290
101-215-960.000	EDUCATION & TRAINING	CHASE-MASTERCARD SVCS	FRONTIER/AMAZON/VERIZON/ARCHERY/DE	03/27/19-04/26/	05/07/19	550.00	60290
Total For Dept 215 CLERK						726.51	
Dept 253 TREASURER-FINANCE DEPARTMENT							
101-253-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-05/20-06/1	05/07/19	1,412.86	60285
101-253-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH INSURANCE	0002-05/20-06/1	05/07/19	18.58	60284
101-253-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-05/20-06/1	05/07/19	22.13	60285
101-253-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	JUNE 2019	05/21/19	117.63	60374
101-253-716.200	DENTAL INSURANCE	DELTA DENTAL	JUNE 2019 PREMIUM	RIS0002277748	05/21/19	158.92	60360
101-253-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	JUNE 2019	05/21/19	31.16	60374
101-253-740.000	OPERATING SUPPLIES	CHASE-MASTERCARD SVCS	FRONTIER/AMAZON/VERIZON/ARCHERY/DE	03/27/19-04/26/	05/07/19	180.00	60290
101-253-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8054139652	05/07/19	3.46	60326
101-253-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8054066322	05/07/19	331.63	60326
101-253-745.000	OPERATING SUPPLIES OFFIC	VECTOR TECH GROUP	HP PROBOOK NOTEBOOK - DEIDRE	150733	05/07/19	1,065.00	60340
101-253-830.000	TAX ROLL PREPARATION	PRINT EXPRESS OFFICE	TAX ENVELOPES	0086750-001	05/21/19	517.00	60386
Total For Dept 253 TREASURER-FINANCE DEPARTMENT						3,858.37	
Dept 257 ASSESSING							
101-257-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH INSURANCE	0002-05/20-06/1	05/07/19	1.46	60284
101-257-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	JUNE 2019	05/21/19	7.60	60374
101-257-716.200	DENTAL INSURANCE	DELTA DENTAL	JUNE 2019 PREMIUM	RIS0002277748	05/21/19	14.42	60360
101-257-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	JUNE 2019	05/21/19	1.84	60374
101-257-740.000	OPERATING SUPPLIES	CHASE-MASTERCARD SVCS	FRONTIER/AMAZON/VERIZON/ARCHERY/DE	03/27/19-04/26/	05/07/19	42.11	60290
Total For Dept 257 ASSESSING						67.43	
Dept 265 BUILDING & GROUNDS							
101-265-740.000	OPERATING SUPPLIES	CHASE-MASTERCARD SVCS	FRONTIER/AMAZON/VERIZON/ARCHERY/DE	03/27/19-04/26/	05/07/19	415.99	60290
101-265-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8054139652	05/07/19	187.19	60326
101-265-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8054314754	05/21/19	(10.33)	60396
101-265-740.125	OPERATING SUPPLIES PASSP	CHASE-MASTERCARD SVCS	FRONTIER/AMAZON/VERIZON/ARCHERY/DE	03/27/19-04/26/	05/07/19	24.99	60290
101-265-740.125	OPERATING SUPPLIES PASSP	STAPLES ADVANTAGE	OFFICE SUPPLIES	8054139652	05/07/19	102.92	60326
101-265-740.125	OPERATING SUPPLIES PASSP	STAPLES ADVANTAGE	OFFICE SUPPLIES	8054066322	05/07/19	(7.99)	60326
101-265-810.100	CONTRACTED SERVICES	MAIL ROOM SERVICE CEN	POSTINGS/MAILINGS	04190364	05/07/19	1,085.69	60302
101-265-810.100	CONTRACTED SERVICES	SHRED EXPERTS	DOCUMENT SHREDDING	99355	05/07/19	45.00	60323
101-265-810.100	CONTRACTED SERVICES	TRI-VALLEY CONSTRUCTI	APRIL LAWN MAINTENANCE	4462	05/07/19	428.57	60336
101-265-810.100	CONTRACTED SERVICES	VECTOR TECH GROUP	BLOCK OF TIME - 100 HRS @ \$89.00	151260	05/21/19	8,900.00	60410
101-265-850.000	TELEPHONE	123.NET	TELEPHONE SERVICE	423204	05/07/19	118.24	60278
101-265-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 7863 GRATIOT RD	205366320269	05/07/19	80.52	60292
101-265-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 6909 GRATIOT	205366320270	05/07/19	78.91	60292
101-265-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 101 LUTZKE RD	205366320271	05/07/19	70.50	60292
101-265-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 8270 GRATIOT RD	205366320272	05/07/19	61.31	60292
101-265-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 239 MILLER CT	206256167877	05/07/19	34.55	60292
101-265-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 229 N MILLER RD	205633277214	05/21/19	529.61	60355
101-265-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 249 N MILLER RD	206878892182	05/21/19	801.14	60355
101-265-930.000	REPAIRS/MAINTENANCE	TRI-VALLEY CONSTRUCTI	SPRING CLEAN-UP - TWP OFFICE	4471	05/21/19	685.00	60407
101-265-936.000	MAINTENANCE AGREEMENTS	BRADYS BUSINESS SYSTE	CAN-C5255 - 05/14/19-06/13/19	33AR359101	05/21/19	420.68	60352
101-265-974.000	CAPITAL IMPROVEMENTS	SPICER GROUP INC.	THOMAS BUSINESS PHASE II	196058	05/21/19	3,272.50	60395

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Fund 101 GENERAL OPERATING FUND							
Dept 265 BUILDING & GROUNDS							
Total For Dept 265 BUILDING & GROUNDS						17,324.99	
Dept 276 CEMETERY							
101-276-740.000	OPERATING SUPPLIES	PRINTING SYSTEMS INC	CEMETERY LOT CERTIFICATE BOOKS	207286	05/07/19	170.53	60313
101-276-810.100	CONTRACTED SERVICES	TRI-VALLEY CONSTRUCTI	APRIL LAWN MAINTENANCE	4462	05/07/19	1,385.71	60336
101-276-930.000	REPAIRS/MAINTENANCE	CHASE-MASTERCARD SVCS	FRONTIER/AMAZON/VERIZON/ARCHERY/DE	03/27/19-04/26/	05/07/19	93.78	60290
101-276-930.000	REPAIRS/MAINTENANCE	TRI-VALLEY CONSTRUCTI	SPRING CLEAN-UP - OWEN CEMETERY	4472	05/21/19	1,440.00	60407
101-276-940.100	EQUIPMENT RENTAL	R.B. SATKOWIAK'SCITY	2395 N RIVER RD - PORTABLE TOILET	0419-221	05/07/19	90.00	60314
Total For Dept 276 CEMETERY						3,180.02	
Dept 282 GREAT LAKES TECH PARK MTCE							
101-282-810.000	CONTRACTED SERVICES	TRI-VALLEY CONSTRUCTI	APRIL LAWN MAINTENANCE	4462	05/07/19	607.14	60336
101-282-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 351 N GRAHAM RD	202251601642	05/07/19	444.29	60292
Total For Dept 282 GREAT LAKES TECH PARK MTCE						1,051.43	
Dept 371 COMMUNITY DEVELOPMENT							
101-371-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-05/20-06/1	05/07/19	1,454.89	60285
101-371-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH INSURANCE	0002-05/20-06/1	05/07/19	10.19	60284
101-371-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-05/20-06/1	05/07/19	23.05	60285
101-371-716.200	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/Ad&d	JUNE 2019	05/21/19	79.73	60374
101-371-716.300	DENTAL INSURANCE	DELTA DENTAL	JUNE 2019 PREMIUM	RIS0002277748	05/21/19	245.06	60360
101-371-740.000	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/Ad&d	JUNE 2019	05/21/19	22.49	60374
101-371-740.000	OPERATING SUPPLIES	CHASE-MASTERCARD SVCS	FRONTIER/AMAZON/VERIZON/ARCHERY/DE	03/27/19-04/26/	05/07/19	(19.23)	60290
101-371-740.000	OPERATING SUPPLIES	SAGINAW CO REGISTER O	STIDEWALK AGREEMENT	APRIL 25, 2019	05/07/19	30.00	60315
101-371-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8054314754	05/21/19	105.98	60396
101-371-802.000	LEGAL SERVICES	OTTO BRANDT	LEGAL SERVICES	MAY 2019	05/07/19	800.00	60310
101-371-817.000	PROFESSIONAL SERVICES	SPICER GROUP INC.	FRANKENMUTH CU - THOMAS TWP SW REV	195868	05/07/19	1,176.25	60325
101-371-817.000	PROFESSIONAL SERVICES	BS&A SOFTWARE	ANNUAL BLDG DEPT/SUPPORT FEE - 05/	123624	05/21/19	1,553.00	60353
101-371-938.100	GAS & DIESEL FUEL	WEX INC	GAS/DIESEL FUEL	58983666	05/07/19	57.77	60342
101-371-960.000	EDUCATION & TRAINING	CHASE-MASTERCARD SVCS	FRONTIER/AMAZON/VERIZON/ARCHERY/DE	03/27/19-04/26/	05/07/19	32.83	60290
Total For Dept 371 COMMUNITY DEVELOPMENT						5,572.01	
Dept 421 CONSTRUCTION CODES							
101-421-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-05/20-06/1	05/07/19	1,190.45	60285
101-421-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH INSURANCE	0002-05/20-06/1	05/07/19	2.91	60284
101-421-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-05/20-06/1	05/07/19	11.96	60285
101-421-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/Ad&d	JUNE 2019	05/21/19	48.50	60374
101-421-716.200	DENTAL INSURANCE	DELTA DENTAL	JUNE 2019 PREMIUM	RIS0002277748	05/21/19	172.98	60360
101-421-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/Ad&d	JUNE 2019	05/21/19	13.29	60374
101-421-817.000	PROFESSIONAL SERVICES	SPICER GROUP INC.	HIMS PLAN REVIEW	195595	05/07/19	682.00	60325
101-421-817.000	PROFESSIONAL SERVICES	SPICER GROUP INC.	HSC S-407 BLDG ADDITION PLAN REVIE	195766	05/07/19	1,036.75	60325
101-421-938.100	GAS & DIESEL FUEL	WEX INC	GAS/DIESEL FUEL	58983666	05/07/19	51.97	60342
101-421-960.000	EDUCATION & TRAINING	CHASE-MASTERCARD SVCS	FRONTIER/AMAZON/VERIZON/ARCHERY/DE	03/27/19-04/26/	05/07/19	90.00	60290
101-421-960.000	EDUCATION & TRAINING	CODE OFFICIALS CONF O	2019 SPRING CONFERENCE/MEMBERSHIP	MAY 6-8, 2019	05/07/19	250.00	60291
101-421-960.000	EDUCATION & TRAINING	SAG VALLEY CHAPTER IC	EDU CLASS - Sika	MAY 16, 2019	05/21/19	40.00	60389
Total For Dept 421 CONSTRUCTION CODES						3,590.81	
Dept 448 STREET LIGHTING							
101-448-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 48609 LED LIGHT RD	205900289597	05/07/19	1,193.18	60292
101-448-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - STREET LIGHTS	201717648288	05/07/19	4,515.55	60292
Total For Dept 448 STREET LIGHTING						5,708.73	
Dept 752 ADMINISTRATION							
101-752-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-05/20-06/1	05/07/19	1,520.73	60285

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Fund 101 GENERAL OPERATING FUND							
Dept 752 ADMINISTRATION							
101-752-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-05/20-06/1	05/07/19	15.09	60285
101-752-716.100	DENTAL INSURANCE	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	JUNE 2019	05/21/19	97.13	60374
101-752-716.200	INSURANCE LONG TERM DISA	DELTA DENTAL	JUNE 2019 PREMIUM	RIS0002277748	05/21/19	144.15	60360
101-752-740.000	OPERATING SUPPLIES	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	JUNE 2019	05/21/19	27.62	60374
101-752-740.000	OPERATING SUPPLIES	BRADYS BUSINESS SYSTE	KYOCERA - 3011t - 04/27/19-05/26/1	33AR351486	05/07/19	29.98	60286
101-752-740.000	OPERATING SUPPLIES	CHASE-MASTERCARD SVCS	FRONTIER/AMAZON/VERIZON/ARCHERY/DE	03/27/19-04/26/	05/07/19	(52.21)	60290
101-752-740.000	OPERATING SUPPLIES	SAM'S CLUB/SYNCHRONY	SENIOR LUNCHEON/CONCESSIONS	APRIL 2019	05/07/19	8.34	60321
101-752-804.000	MEMBERSHIP & DUES	CHASE-MASTERCARD SVCS	OFFICE SUPPLIES	8054234177	05/21/19	66.48	60396
101-752-960.000	EDUCATION & TRAINING	CHASE-MASTERCARD SVCS	FRONTIER/AMAZON/VERIZON/ARCHERY/DE	03/27/19-04/26/	05/07/19	40.00	60290
101-752-960.000	EDUCATION & TRAINING	PRINT EXPRESS OFFICE	STAFF PHOTOS	0086542-001	05/07/19	5.25	60312
101-752-960.000	EDUCATION & TRAINING	PRINT EXPRESS OFFICE	STAFF PHOTOS	0086560-001	05/07/19	3.50	60312
Total For Dept 752. ADMINISTRATION						1,906.06	
Dept 756 FACILITY ACQUISITION/CONSTRUC							
101-756-974.550	CAPITAL IMPROVEMENTS ROB	SCOTT M SHALER	DOWN PAYMENT - 705 S MILLER RD	1	05/21/19	10,000.00	60393
101-756-974.575	CAPITAL IMP. WILDLIFE PR	CHASE-MASTERCARD SVCS	FRONTIER/AMAZON/VERIZON/ARCHERY/DE	03/27/19-04/26/	05/07/19	32.50	60290
101-756-974.575	CAPITAL IMP. WILDLIFE PR	SPICER GROUP INC.	THOMAS TWP - CONSUMERS EASEMENT -	196061	05/21/19	1,877.00	60395
101-756-974.575	CAPITAL IMP. WILDLIFE PR	SPICER GROUP INC.	THOMAS TWP - 2019 NATURE CENTER GR	195920	05/21/19	1,940.00	60395
Total For Dept 756 FACILITY ACQUISITION/CONSTRUC						13,849.50	
Dept 761 SWIM PROGRAMS							
101-761-740.000	OPERATING SUPPLIES	OTTO BRANDT	LEGAL SERVICES	MAY 2019	05/07/19	30.00	60310
101-761-930.000	REPAIRS/MAINTENANCE	EXOTIC AUTOMATION & S	MAINTENANCE SUPPLIES - PARKS	1883078	05/07/19	93.27	60297
101-761-930.000	REPAIRS/MAINTENANCE	EXOTIC AUTOMATION & S	MAINTENANCE SUPPLIES - PARKS	1887244	05/07/19	107.74	60297
101-761-930.000	REPAIRS/MAINTENANCE	SUNSHINE POOLS	POOL EPOXY	56273	05/21/19	23.75	60398
Total For Dept 761 SWIM PROGRAMS						254.76	
Dept 762 SENIOR CITIZENS PROGRAMS							
101-762-740.000	OPERATING SUPPLIES	CHASE-MASTERCARD SVCS	FRONTIER/AMAZON/VERIZON/ARCHERY/DE	03/27/19-04/26/	05/07/19	149.51	60290
101-762-740.000	OPERATING SUPPLIES	SAM'S CLUB/SYNCHRONY	SENIOR LUNCHEON/CONCESSIONS	APRIL 2019	05/07/19	171.69	60321
Total For Dept 762 SENIOR CITIZENS PROGRAMS						321.20	
Dept 763 SOCCER							
101-763-740.000	OPERATING SUPPLIES	BSN SPORTS	SOCCER BALLS - PARKS	905023844	05/07/19	136.79	60287
101-763-740.000	OPERATING SUPPLIES	SAM'S CLUB/SYNCHRONY	SENIOR LUNCHEON/CONCESSIONS	APRIL 2019	05/07/19	23.06	60321
101-763-740.000	OPERATING SUPPLIES	SHERWIN-WILLIAMS	PAINT - SOCCER FIELDS/FIRE HYDRANT	APRIL 2019	05/07/19	344.10	60322
101-763-740.300	OPERATING SUPPLIES T-SHI	SAGINAW KNITTING MILL	SPRING SOCCER SHIRTS	80870	05/21/19	993.10	60391
101-763-740.300	OPERATING SUPPLIES T-SHI	SAGINAW KNITTING MILL	SPRING SOCCER SHIRT	80948	05/21/19	3.30	60391
101-763-740.675	SUPPLIES-CONCESSIONS	CHASE-MASTERCARD SVCS	FRONTIER/AMAZON/VERIZON/ARCHERY/DE	03/27/19-04/26/	05/07/19	11.00	60290
101-763-740.675	SUPPLIES-CONCESSIONS	SAM'S CLUB/SYNCHRONY	SENIOR LUNCHEON/CONCESSIONS	APRIL 2019	05/07/19	318.50	60321
101-763-740.700	OPERATING SUPPLIES-NON P	CHASE-MASTERCARD SVCS	FRONTIER/AMAZON/VERIZON/ARCHERY/DE	03/27/19-04/26/	05/07/19	97.24	60290
101-763-740.700	OPERATING SUPPLIES-NON P	SAM'S CLUB/SYNCHRONY	SENIOR LUNCHEON/CONCESSIONS	APRIL 2019	05/07/19	27.08	60321
Total For Dept 763 SOCCER						1,954.17	
Dept 764 YOUTH SOFTBALL							
101-764-740.000	OPERATING SUPPLIES	BSN SPORTS	GIRL SOFTBALL SUPPLIES - PARKS	904977978	05/07/19	187.39	60287
101-764-740.300	OPERATING SUPPLIES T-SHI	SAGINAW KNITTING MILL	YOUTH SOFTBALL SHIRTS	80955	05/21/19	1,191.00	60391
Total For Dept 764 YOUTH SOFTBALL						1,378.39	
Dept 768 ARCHERY							
101-768-740.000	OPERATING SUPPLIES	SAGINAW KNITTING MILL	ARCHERY - SHIRTS	80778	05/07/19	118.80	60320
101-768-740.000	OPERATING SUPPLIES	SAM'S CLUB/SYNCHRONY	SENIOR LUNCHEON/CONCESSIONS	APRIL 2019	05/07/19	14.98	60321
Total For Dept 768 ARCHERY						133.78	

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Fund 101 GENERAL OPERATING FUND							
Dept 770 OPERATIONS & MAINTENANCE							
101-770-740.000	OPERATING SUPPLIES	CHASE-MASTERCARD SVCS	FRONTIER/AMAZON/VERIZON/ARCHERY/DE	03/27/19-04/26/	05/07/19	80.99	60290
101-770-740.000	OPERATING SUPPLIES	MIDLAND PAPER COMPANY	OPERATING SUPPLIES - PARKS	076361	05/07/19	450.78	60306
101-770-740.000	OPERATING SUPPLIES	SAM'S CLUB/SYNCHRONY	SENIOR LUNCHEON/CONCESSIONS	APRIL 2019	05/07/19	82.86	60321
101-770-740.000	OPERATING SUPPLIES	TSC STORES	MAINTENANCE/REPAIRS	APRIL 2019	05/07/19	39.00	60338
101-770-740.000	OPERATING SUPPLIES	HOME DEPOT	REPAIRS/MAINTENANCE	MAY 2019	05/21/19	268.55	60368
101-770-740.000	OPERATING SUPPLIES	SAGINAW KNITTING MILL	OFFICIAL THOMAS TOWNSHIP - SWEATSH	80938	05/21/19	880.00	60391
101-770-810.000	CONTRACTED SERVICES	TRI-VALLEY CONSTRUCTI	APRIL LAWN MAINTENANCE	4462	05/07/19	3,957.14	60336
101-770-910.000	INSURANCE GENERAL LIABIL	MY MEMBER INSURANCE A	INCREASE FLOOD LIMIT	12618	05/21/19	195.00	60381
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 9535 GRATIOT RD	203408508813	05/07/19	8.43	60292
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 300 LEDDY RD	203853455575	05/07/19	162.58	60292
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 400 LEDDY RD - POOL	203853455578	05/07/19	114.44	60292
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 400 LEDDY RD	203853455579	05/07/19	29.39	60292
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 755 BACON ST	204832375906	05/07/19	40.31	60292
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 700 S RIVER RD	205633262244	05/07/19	40.03	60292
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 455 S MILLER RD	202251601630	05/07/19	393.63	60292
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 755 BACON ST L4 LIG	201717648280	05/07/19	77.33	60292
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 300 LEDDY RD L4 LIG	201717648260	05/07/19	210.60	60292
101-770-930.000	REPAIRS/MAINTENANCE	ALLEN SUPPLY	UTILITY BILL - 605 S MILLER RD	207056709228	05/21/19	49.40	60355
101-770-930.000	REPAIRS/MAINTENANCE	CARTER LUMBER	DOOR SWEEPS	148786	05/07/19	136.00	60280
101-770-930.000	REPAIRS/MAINTENANCE	MKR FABRICATORS COMPA	REPAIRS/MAINTENANCE - PARKS	APRIL 2019	05/07/19	300.81	60288
101-770-930.000	REPAIRS/MAINTENANCE	SIGN IMAGE INC	ANGLE IRON - PARKS	82662	05/07/19	193.76	60307
101-770-930.000	REPAIRS/MAINTENANCE	TRI-VALLEY LANDSCAPIN	TRAIL PLAQUES	24887	05/07/19	38.55	60324
101-770-930.000	REPAIRS/MAINTENANCE	TSC STORES	GRADE INFIELD - PARKS	4316	05/07/19	300.00	60337
101-770-930.000	REPAIRS/MAINTENANCE	CONSUMERS ENERGY CO	MAINTENANCE/REPAIRS	APRIL 2019	05/07/19	392.33	60338
101-770-930.000	REPAIRS/MAINTENANCE	HOME DEPOT	LAND RENTS/LEASE - ELEC SAG ES0721	9315567073	05/21/19	1,800.00	60356
101-770-938.000	VEHICLE EXPENSE	CHASE-MASTERCARD SVCS	REPAIRS/MAINTENANCE	MAY 2019	05/21/19	582.70	60368
101-770-938.000	VEHICLE EXPENSE	NAPA AUTO PARTS OF SH	FRONTIER/AMAZON/VERIZON/ARCHERY/DE	03/27/19-04/26/	05/07/19	42.96	60290
101-770-938.000	VEHICLE EXPENSE	TOTTEN TIRE NORTHWEST	VEHICLE MAINTENANCE	APRIL 2019	05/07/19	18.05	60308
101-770-938.000	VEHICLE EXPENSE	TRANS AUTO GLASS	REPAIR - 2001 CHEVY - PARKS	182988	05/07/19	378.93	60333
101-770-938.000	VEHICLE EXPENSE	TSC STORES	1997 CHEV PU - PARKS	S0053498	05/07/19	193.86	60334
101-770-938.100	GAS & DIESEL FUEL	WEX INC	MAINTENANCE/REPAIRS	APRIL 2019	05/07/19	34.99	60338
			GAS/DIESEL FUEL	58983666	05/07/19	298.07	60342
			Total For Dept 770 OPERATIONS & MAINTENANCE			11,791.47	
Dept 771 FLAG FOOTBALL							
101-771-740.000	OPERATING SUPPLIES	SAGINAW KNITTING MILL	FLAG FOOTBALL 2019 SHIRTS	80871	05/21/19	132.00	60391
			Total For Dept 771 FLAG FOOTBALL			132.00	
Dept 774 SPECIAL EVENTS							
101-774-901.000	PRINTING & PUBLISHING	PRINT EXPRESS OFFICE	PICNIC IN THE PARK POSTCARD/POSTER	0086606-001	05/07/19	253.97	60312
			Total For Dept 774 SPECIAL EVENTS			253.97	
Dept 775 DAY CAMP							
101-775-901.000	PRINTING & PUBLISHING	PRINT EXPRESS OFFICE	PICNIC IN THE PARK POSTCARD/POSTER	0086606-001	05/07/19	833.00	60312
			Total For Dept 775 DAY CAMP			833.00	
			Total For Fund 101 GENERAL OPERATING FUND			83,984.84	
Fund 205 PUBLIC SAFETY-FIRE DEPARTMENT							
Dept 000							
205-000-716.000	HEALTH INSURANCE	BLUE CROSS.BLU SHIEL	HEALTH/VISION	0003-05/20-06/1	05/07/19	1,935.88	60285
205-000-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-05/20-06/1	05/07/19	25.19	60285
205-000-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	JUNE 2019	05/21/19	103.40	60374

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Fund 205 PUBLIC SAFETY-FIRE DEPARTMENT							
Dept 000	DENTAL INSURANCE	DELTA DENTAL	JUNE 2019 PREMIUM	RIS0002277748	05/21/19	216.40	60360
205-000-716.200	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	JUNE 2019	05/21/19	29.86	60374
205-000-716.300	OPERATING SUPPLIES	BIOMEDICAL SOLUTIONS,	REPAIRS/MAINTENANCE - FIRE	103680	05/07/19	52.44	60283
205-000-740.000	OPERATING SUPPLIES	CHASE-MASTERCARD SVCS	FRONTIER/AMAZON/VERIZON/ARCHERY/DE	03/27/19--04/26/	05/07/19	(6.23)	60290
205-000-740.000	OPERATING SUPPLIES	MCKESSON/MOORE MEDICA	OPERATING SUPPLIES - FIRE	52436824	05/07/19	15.91	60303
205-000-740.000	OPERATING SUPPLIES	MCKESSON/MOORE MEDICA	OPERATING SUPPLIES - FIRE	52447509	05/07/19	186.03	60303
205-000-740.000	OPERATING SUPPLIES	SIGN IMAGE INC	HELMET LOGOS - FIRE	24929	05/07/19	423.50	60324
205-000-740.000	OPERATING SUPPLIES	MCKESSON/MOORE MEDICA	OPERATING SUPPLIES - FIRE	53197969	05/21/19	44.75	60377
205-000-742.000	UNIFORMS	CHASE-MASTERCARD SVCS	FRONTIER/AMAZON/VERIZON/ARCHERY/DE	03/27/19--04/26/	05/07/19	71.99	60290
205-000-810.100	CONTRACTED SERVICES	TRI-VALLEY CONSTRUCTI	APRIL LAWN MAINTENANCE	4462	05/07/19	446.43	60336
205-000-850.000	TELEPHONE	123.NET	TELEPHONE SERVICE	423204	05/07/19	118.23	60278
205-000-850.100	WIRELESS COMMUNICATIONS	NEXTEL COMMUNICATIONS	MOBILE COMMUNICATIONS	447551228-193	05/07/19	90.48	60309
205-000-850.100	WIRELESS COMMUNICATIONS	CONSUMERS ENERGY CO	UTILITY BILL - 355 N MILLER RD	447551228-194	05/21/19	90.48	60382
205-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 8215 SHIELDS DR	203497492630	05/07/19	539.64	60292
205-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 9970 DICE RD	203853455796	05/07/19	380.77	60292
205-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 48609 SIREN RD	205277307670	05/07/19	412.58	60292
205-000-920.000	UTILITIES	THOMAS TWP WATER	UTILITY BILL - 9970 DICE RD	206078251993	05/07/19	22.31	60292
205-000-930.100	REPAIRS & MAINTENANCE FS	GRAINGER	BOTTLE CARRIER	02/01/19--05/01/	05/07/19	38.27	60332
205-000-930.100	REPAIRS & MAINTENANCE FS	HOME DEPOT	REPAIRS/MAINTENANCE	9169672046	05/21/19	213.62	60366
205-000-930.100	REPAIRS & MAINTENANCE FS	STAPLES ADVANTAGE	OFFICE SUPPLIES	MAY 2019	05/21/19	14.48	60368
205-000-930.100	REPAIRS & MAINTENANCE FS	NAPA AUTO PARTS OF SH	VEHICLE MAINTENANCE	8054314754	05/21/19	30.34	60396
205-000-938.000	VEHICLE EXPENSE	TREIB INC	CAR WASH TICKETS - FIRE	APRIL 2019	05/07/19	11.58	60308
205-000-938.000	VEHICLE EXPENSE	TUFFY AUTO SERVICE CE	VEHICLE MAINTENANCE - FIRE	169930	05/07/19	300.00	60335
205-000-938.000	VEHICLE EXPENSE	HOME DEPOT	REPAIRS/MAINTENANCE	23108	05/07/19	75.93	60339
205-000-938.000	VEHICLE EXPENSE	WEX INC	GAS/DIESEL FUEL	MAY 2019	05/21/19	7.58	60368
205-000-938.100	GAS & DIESEL FUEL	AWARD & SPORTS INC.	PLAQUES & ENGRAVING	58983666	05/07/19	606.67	60342
205-000-960.000	EDUCATION & TRAINING	AWARD & SPORTS INC.	AWARDS - FIRE	19681	05/07/19	466.50	60281
205-000-960.000	EDUCATION & TRAINING	BARB SMITH SKRN	SUICIDE ALERTNESS FOR EVERYONE TRA	19764	05/07/19	142.00	60281
205-000-960.000	EDUCATION & TRAINING	CHASE-MASTERCARD SVCS	FRONTIER/AMAZON/VERIZON/ARCHERY/DE	MAY 14, 15 OR MA	05/07/19	80.00	60282
205-000-960.000	EDUCATION & TRAINING	SAGINAW COUNTY FIRE C	COMPANY OFFICER I & II TRAINING	03/27/19-04/26/	05/07/19	764.02	60290
205-000-960.000	EDUCATION & TRAINING	FILE OF LIFE FOUNDATI	FILE OF LIFE REFRIG MAGNET	2019-022	05/07/19	100.00	60316
205-000-960.000	EDUCATION & TRAINING	PRINT EXPRESS OFFICE	SAFETY MTG BROCHURE	H29897	05/21/19	741.12	60362
205-000-960.000	EDUCATION & TRAINING			0086691-001	05/21/19	65.00	60386
Total For Dept 000						8,857.15	
Total For Fund 205 PUBLIC SAFETY-FIRE DEPARTMENT						8,857.15	
Fund 206 FIRE APPARATUS							
Dept 000	CAPITAL OUTLAY	PHOENIX SAFETY OUTFIT	FIRE FIGHTING HELMETS - FIRE	SI-93890	05/07/19	564.78	60311
206-000-970.000						564.78	
Total For Dept 000						564.78	
Total For Fund 206 FIRE APPARATUS						564.78	
Fund 207 PUBLIC SAFETY-POLICE							
Dept 000	HEALTH INSURANCE	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-05/20-06/1	05/07/19	8,456.47	60285
207-000-716.000	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0002-05/20-06/1	05/07/19	41.09	60284
207-000-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-05/20-06/1	05/07/19	112.83	60285
207-000-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	JUNE 2019	05/21/19	429.76	60374
207-000-716.100	VISION/SHORT TERM DISAB/	PAUL ROSS	VISION REIMBURSEMENT	5/2019	05/21/19	348.75	60385
207-000-716.200	DENTAL INSURANCE	DELTA DENTAL	JUNE 2019 PREMIUM	RIS0002277748	05/21/19	1,118.91	60360
207-000-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	JUNE 2019	05/21/19	125.69	60374

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	CHASE-MASTERCARD SVCS	FRONTIER/AMAZON/VERIZON/ARCHERY/DE	03/27/19-04/26/	05/07/19	(52.20)	60290
207-000-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8054139652	05/07/19	49.99	60326
207-000-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8054066322	05/07/19	36.87	60326
207-000-740.000	OPERATING SUPPLIES	PAPER ROLL PRODUCTS	OPERATING SUPPLIES - POLICE	83544	05/21/19	145.50	60383
207-000-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8054314754	05/21/19	43.02	60396
207-000-802.000	LEGAL SERVICES	OTTO BRANDT	LEGAL SERVICES	MAY 2019	05/07/19	920.00	60310
207-000-810.100	CONTRACTED SERVICES	TRI-VALLEY CONSTRUCTI	APRIL LAWN MAINTENANCE	4462	05/07/19	182.14	60336
207-000-836.000	EMPLOYMENT PHYSICALS	PARTNERS IN CHANGE	EMPLOYEE EVALUATION	102332	05/22/19	400.00	60384
207-000-850.000	TELEPHONE	123.NET	TELEPHONE SERVICE	423204	05/07/19	118.23	60278
207-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 8215 SHIELDS DR	203853455796	05/07/19	380.78	60292
207-000-938.000	VEHICLE EXPENSE	KAY COMMUNICATION LLC	REPLACE SWITCH - 502	23683	05/07/19	75.00	60301
207-000-938.000	VEHICLE EXPENSE	TREIB INC	VEHICLE WASHES	APRIL 2019	05/07/19	21.00	60335
207-000-938.000	VEHICLE EXPENSE	DALE STROEBEL S AUTO	VEHICLE MAINTENANCE - POLICE	APRIL 2019	05/21/19	371.34	60359
207-000-938.100	GAS & DIESEL FUEL	WEX INC	GAS/DIESEL FUEL	58983666	05/07/19	1,712.45	60342
207-000-960.000	EDUCATION & TRAINING	CHASE-MASTERCARD SVCS	FRONTIER/AMAZON/VERIZON/ARCHERY/DE	03/27/19-04/26/	05/07/19	726.44	60290
Total For Dept 000						15,764.06	
Total For Fund 207 PUBLIC SAFETY-POLICE						15,764.06	
Fund 248 Downtown Development Authority							
Dept 000							
248-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 7863 GRATIOT RD	205366320269	05/07/19	80.53	60292
248-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 6909 GRATIOT	205366320270	05/07/19	78.90	60292
248-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 101 DUTZKE RD	205366320271	05/07/19	70.50	60292
248-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 8270 GRATIOT RD	205366320272	05/07/19	61.32	60292
248-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 239 MILLER CT	206256167877	05/07/19	34.54	60292
Total For Dept 000						325.79	
Total For Fund 248 Downtown Development Authority						325.79	
Fund 271 LIBRARY FUND							
Dept 000							
271-000-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIELD	HEALTH/VISION	0003-05/20-06/1	05/07/19	838.05	60285
271-000-716.000	HEALTH INSURANCE	DELTA DENTAL	JUNE 2019 PREMIUM	RIS00002277748	05/21/19	37.93	60360
271-000-716.500	DISABILITY	UNUM %MEMS.	DISABILITY - LIBRARY	7974	05/21/19	584.54	60409
271-000-719.000	WORKMEN'S COMP	MI MUNICIPAL WORKERS	WORKERS COMP - LIBRARY - 07/19-07/	6263205	05/07/19	1,016.00	60304
271-000-727.000	OFFICE SUPPLIES	VERNON LIBRARY SUPPLI	OFFICE SUPPLIES - LIBRARY	0095709-IN	05/21/19	150.51	60411
271-000-728.000	CHILDRENS BOOKS	BAKER & TAYLOR	CHILDREN/ADULT BOOKS	7968	05/21/19	1,750.85	60350
271-000-728.100	ADULT BOOKS	ABDO-SPOTLIGHT-MAGIC	BOOKS	227458	05/21/19	234.50	60345
271-000-728.100	ADULT BOOKS	BAKER & TAYLOR	CHILDREN/ADULT BOOKS	7968	05/21/19	1,017.33	60350
271-000-728.100	ADULT BOOKS	ENSLow PUBLISHING, IL	BOOKS	ENL4024111	05/21/19	258.96	60361
271-000-728.100	ADULT BOOKS	GALE/CENGAGE LEARNING	BOOKS	7970	05/21/19	58.38	60365
271-000-728.100	ADULT BOOKS	MASON CREST PUBLISHER	ADULT BOOKS	1113777	05/21/19	384.25	60375
271-000-728.200	AUDIO/VISUAL BOOKS	RECORDED BOOKS	AUDIO/VISUAL BOOKS	7973	05/21/19	476.15	60388
271-000-730.000	PERIODICALS	BOOKPAGE	ANNUAL SUBSCRIPTIONS - JUNE/MAY 20	S41676	05/21/19	348.00	60351
271-000-730.000	PERIODICALS	COUNTRY SAMPLER FARMH	SUBSCRIPTION - 8 ISSUES	7967 - 2019	05/21/19	34.98	60358
271-000-732.000	CHILDRENS PROGRAMS	DEMCO INC	SUPPLIES - LIBRARY	6594245	05/07/19	2,206.05	60296
271-000-732.000	CHILDRENS PROGRAMS	WILDFIRE CREDIT UNION	CHARTER/WALMART	APRIL 2019	05/07/19	31.20	60343
271-000-732.000	CHILDRENS PROGRAMS	ABSOLUTELY BAEFLING M	BLAST OFF WITH BOOKS MAGIC SHOW	JULY 9, 2019	05/21/19	325.00	60346
271-000-732.000	CHILDRENS PROGRAMS	HOWELL NATURE CENTER	CHILDREN PROGRAMS - HOWELL NATURE	JUNE 18, 2019	05/21/19	276.20	60370
271-000-732.000	CHILDRENS PROGRAMS	JOEL TACEY'S TIPTOP E	CHILDREN PROGRAMS	JUNE 25, 2019	05/21/19	425.00	60371
271-000-732.000	CHILDRENS PROGRAMS	MICHELE SPITZ	MUSIC FOR MUNCHKINS	JUNE 26/JULY 11	05/21/19	200.00	60378
271-000-732.000	CHILDRENS PROGRAMS	SCIENCE ALIVE	CHILDRENS PROGRAM - SCIENCE ALIVE	JULY 16, 2019	05/21/19	306.00	60392

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Fund 271 LIBRARY FUND							
Dept 000	TELEPHONE	WILDFIRE CREDIT UNION	CHARTER/WALMART	APRIL 2019	05/07/19	94.98	60343
271-000-850.000	TELEPHONE	AT&T	TELEPHONE SERVICE - 9897813770	989781377005132	05/21/19	217.35	60348
271-000-850.000	PRINTING & PUBLISHING	PRINT EXPRESS OFFICE	OFFICE SUPPLIES - LIBRARY	0086809-001	05/21/19	30.50	60386
271-000-901.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 8207 SHIELDS DR	601011819375	05/07/19	891.55	60292
271-000-920.000	REPAIRS/MAINTENANCE	B&B LAWN MAINTENANCE	SPRING CLEANUP - LIBRARY	APRIL 2019	05/21/19	110.00	60349
271-000-930.000	REPAIRS/MAINTENANCE	STV SALES INC	REPAIRS/MAINTENANCE	62308	05/21/19	102.33	60397
271-000-930.000	MISCELLANEOUS	FOLLETT SOFTWARE COMP	POLYMER/LABELS - LIBRARY	1357038	05/21/19	374.45	60363
271-000-956.000	MISCELLANEOUS	THOMAS TOWNSHIP MUNIC	YEARLY RECYCLING FEE - LIBRARY	5115	05/21/19	31.92	60401
271-000-956.000							
Total For Dept 000						12,812.96	
Total For Fund 271 LIBRARY FUND						12,812.96	
Fund 590 SEWER FUND							
Dept 000	ACCOUNTS PAYABLE	FREY, EDWIN	UB refund for account: CURW-001201	05/22/2019	05/21/19	17.27	60364
590-000-202.000			Total For Dept 000			17.27	
Dept 536 ADMINISTRATION							
590-536-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-05/20-06/1	05/07/19	1,551.70	60285
590-536-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-05/20-06/1	05/07/19	19.57	60285
590-536-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	JUNE 2019	05/21/19	70.61	60374
590-536-716.200	DENTAL INSURANCE	DELTA DENTAL	JUNE 2019 PREMIUM	RIS0002277748	05/21/19	173.07	60360
590-536-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	JUNE 2019	05/21/19	21.78	60374
590-536-740.000	OPERATING SUPPLIES	CHASE-MASTERCARD SVCS	FRONTIER/AMAZON/VERIZON/ARCHERY/DE	03/27/19-04/26/	05/07/19	228.98	60290
590-536-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8054139652	05/07/19	57.25	60326
590-536-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8054234177	05/21/19	24.13	60396
590-536-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8054314754	05/21/19	(24.13)	60396
Total For Dept 536 ADMINISTRATION						2,122.96	
Dept 540 OPERATIONS & MAINTENANCE							
590-540-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-05/20-06/1	05/07/19	1,852.65	60285
590-540-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH INSURANCE	0002-05/20-06/1	05/07/19	1.90	60284
590-540-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-05/20-06/1	05/07/19	24.16	60285
590-540-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	JUNE 2019	05/21/19	83.84	60374
590-540-716.200	DENTAL INSURANCE	DELTA DENTAL	JUNE 2019 PREMIUM	RIS0002277748	05/21/19	199.57	60360
590-540-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	JUNE 2019	05/21/19	24.28	60374
590-540-740.000	OPERATING SUPPLIES	U. S. POSTAL SERVICE	BUK MAIL PERMIT #273	05/21/2019	05/21/19	1,250.00	60408
590-540-742.000	UNIFORMS	TSC STORES	MAINTENANCE/REPAIRS	APRIL 2019	05/07/19	144.98	60338
590-540-742.000	UNIFORMS	THE WORK WEAR STORE	UNIFORMS - DPW	49835	05/21/19	80.00	60400
590-540-810.000	CONTRACTED SERVICES	TRI-VALLEY CONSTRUCTI	APRIL LAWN MAINTENANCE	4462	05/07/19	246.44	60336
590-540-817.000	PROFESSIONAL SERVICES	SPICER GROUP INC.	THOMAS TWP - DPW GIS ASSISTANCE	195879	05/21/19	539.50	60395
590-540-850.000	TELEPHONE	123.NET	TELEPHONE SERVICE	423204	05/07/19	118.24	60278
590-540-850.100	WIRELESS COMMUNICATIONS	CHASE-MASTERCARD SVCS	FRONTIER/AMAZON/VERIZON/ARCHERY/DE	03/27/19-04/26/	05/07/19	60.12	60290
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 9300 HIGHLAND GREEN	202785522729	05/07/19	38.16	60292
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 1667 MILLER RD.	203764446124	05/07/19	25.54	60292
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 20 E STARK DR	203764446844	05/07/19	224.37	60292
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 85 N GRAHAM RD #PS1	203764446845	05/07/19	134.98	60292
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 25 S GLEANER RD	207056679965	05/07/19	25.40	60292
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 1494 S GRAHAM RD	201361700477	05/07/19	161.76	60292
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 840 VAN WORMER RD	201539654698	05/07/19	46.67	60292
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 125 E GLOUCESTER DR	201628639243	05/07/19	200.13	60292
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 8215 SHIELDS DR	203853455796	05/07/19	571.18	60292
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 1505 N GLEANER RD #	205989236809	05/07/19	15.93	60292

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Fund 590 SEWER FUND							
Dept 540 OPERATIONS & MAINTENANCE							
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 1505 N GLEANER RD #	205900278396	05/07/19	1,166.76	60292
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 1755 THUNDERBIRD DR	205544293984	05/07/19	125.57	60292
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 2323 N RIVER RD	205277308366	05/07/19	25.40	60292
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 4530 N THOMAS RD	204654387403	05/07/19	55.32	60292
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 1928 N RIVER RD	204031437954	05/07/19	50.00	60292
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 3944 N RIVER RD	203497494944	05/07/19	77.75	60292
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 3200 N THOMAS RD	202607569312	05/07/19	475.08	60292
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 7768 MADELINE ST	202162597794	05/07/19	492.96	60292
590-540-930.000	REPAIRS/MAINTENANCE	ABLE WELDING INC.	UTILITY BILL - 6960 STROBEL	206523039476	05/07/19	2,636.21	60355
590-540-930.000	REPAIRS/MAINTENANCE	H&B EQUIPMENT & RENT	REPAIRS/MAINTENANCE - DPW	11878	05/07/19	22.50	60279
590-540-930.000	REPAIRS/MAINTENANCE	NAPA AUTO PARTS OF SH	SHARPEN BLADES - DPW	APRIL 2019	05/07/19	12.00	60299
590-540-930.000	REPAIRS/MAINTENANCE	R.B. SATKOWIAK'S CITY	SAINTARY SEWER THRU TWP	APRIL 2019	05/07/19	4.96	60308
590-540-930.000	REPAIRS/MAINTENANCE	R.B. SATKOWIAK'S CITY	SAINTARY SEWER THRU TWP	0419-321	05/07/19	3,420.95	60314
590-540-930.000	REPAIRS/MAINTENANCE	R.B. SATKOWIAK'S CITY	SAINTARY SEWER THRU TWP	0419-322	05/07/19	3,606.20	60314
590-540-930.000	REPAIRS/MAINTENANCE	R.B. SATKOWIAK'S CITY	SAINTARY SEWER THRU TWP	0419-323	05/07/19	2,035.80	60314
590-540-930.000	REPAIRS/MAINTENANCE	R.B. SATKOWIAK'S CITY	SAINTARY SEWER THRU TWP	0419-325	05/07/19	3,079.70	60314
590-540-930.000	REPAIRS/MAINTENANCE	R.B. SATKOWIAK'S CITY	SAINTARY SEWER THRU TWP	0419-326	05/07/19	1,040.00	60314
590-540-930.000	REPAIRS/MAINTENANCE	R.B. SATKOWIAK'S CITY	SAINTARY SEWER THRU TWP	0419-327	05/07/19	3,772.60	60314
590-540-930.000	REPAIRS/MAINTENANCE	R.B. SATKOWIAK'S CITY	SAINTARY SEWER THRU TWP	0419-328	05/07/19	2,045.55	60314
590-540-930.000	REPAIRS/MAINTENANCE	R.B. SATKOWIAK'S CITY	SAINTARY SEWER THRU TWP	0419-329	05/07/19	1,184.30	60314
590-540-930.000	REPAIRS/MAINTENANCE	WOLFLEI HARDWARE	MAINTENANCE/REPAIRS	APRIL 2019	05/07/19	475.37	60338
590-540-930.000	REPAIRS/MAINTENANCE	HOME DEPOT	MAINTENANCE SUPPLIES - DPW	63092/1	05/07/19	34.53	60344
590-540-930.000	REPAIRS/MAINTENANCE	HOTSY OF MID MICHIGAN	REPAIRS/MAINTENANCE	MAY 2019	05/21/19	307.55	60368
590-540-930.000	REPAIRS/MAINTENANCE	KENNEDY INDUSTRIES IN	HOSE 50'	34245	05/21/19	54.25	60368
590-540-930.000	REPAIRS/MAINTENANCE	LEDY ELECTRIC INC.	MISSION CIRCUIT BOARD	610335	05/21/19	265.38	60372
590-540-930.000	REPAIRS/MAINTENANCE	R.B. SATKOWIAK'S CITY	REPAIR - SEWAGE STATION #4	6159	05/21/19	362.00	60373
590-540-930.000	REPAIRS/MAINTENANCE	R.B. SATKOWIAK'S CITY	CLEAN - LIFT STATIONS	0519-122	05/21/19	1,856.25	60387
590-540-930.000	REPAIRS/MAINTENANCE	R.B. SATKOWIAK'S CITY	SAINTARY SEWER THRU TWP	0419-320	05/21/19	1,909.70	60387
590-540-930.000	REPAIRS/MAINTENANCE	R.B. SATKOWIAK'S CITY	SAINTARY SEWER THRU TWP	0419-324	05/21/19	2,745.60	60387
590-540-930.000	REPAIRS/MAINTENANCE	R.B. SATKOWIAK'S CITY	GLEANER RD & M46	0419-360	05/21/19	1,615.50	60387
590-540-938.000	VEHICLE EXPENSE	TERMINIX PROCESSING C	PEST CONTROL - 251 N MILLER RD	385479382	05/21/19	186.24	60399
590-540-938.100	GAS & DIESEL FUEL	NAPA AUTO PARTS OF SH	VEHICLE MAINTENANCE	APRIL 2019	05/07/19	4.91	60308
590-540-960.000	EDUCATION & TRAINING	WEX INC	GAS/DIESEL FUEL	58983666	05/07/19	847.75	60342
		CHASE-MASTERCARD SVCS	FRONTIER/AMAZON/VERIZON/ARCHERY/DE	03/27/19-04/26/	05/07/19	200.00	60290
Total For Dept 540 OPERATIONS & MAINTENANCE						42,264.44	
Total For Fund 590 SEWER FUND						44,404.67	
Fund 591 WATER FUND							
Dept 000							
591-000-202.000	ACCOUNTS PAYABLE	FREY, EDWIN	UB refund for account: CURM-001201	05/22/2019	05/21/19	15.54	60364
591-000-202.000	ACCOUNTS PAYABLE	SEMAN, DON	UB refund for account: IONE-003880	05/22/2019	05/21/19	9.60	60394
591-000-255.135	CUSTOMER DEPOSIT MURIN C	SPICER GROUP INC.	THOMAS TWP - MURIN WATER MAIN EXTE	196049	05/21/19	230.00	60395
591-000-255.140	SAGINAW CONTROL & ENGINE	AMERICAN EXCAVATING,	SAGINAW CONTROL/ENGINEING WATER MAIN	PP#1 & FINAL	05/21/19	194,174.04	60347
591-000-255.140	SAGINAW CONTROL & ENGINE	SPICER GROUP INC.	THOMAS TWP - SAGINAW CONTROL/ENGRN	196051	05/21/19	12,471.75	60395
Total For Dept 000						206,900.93	
Dept 536 ADMINISTRATION							
591-536-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-05/20-06/1	05/07/19	1,551.70	60285
591-536-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-05/20-06/1	05/07/19	19.57	60285
591-536-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	JUNE 2019	05/21/19	70.61	60374
591-536-716.200	DENTAL INSURANCE	DELTA DENTAL	JUNE 2019 PREMIUM	RIS0002277748	05/21/19	173.07	60360
591-536-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	JUNE 2019	05/21/19	21.78	60374

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Fund 591 WATER FUND							
Dept 536 ADMINISTRATION							
591-536-740.000	OPERATING SUPPLIES	CHASE-MASTERCARD SVCS	FRONTIER/AMAZON/VERIZON/ARCHERY/DE	03/27/19-04/26/	05/07/19	228.98	60290
591-536-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8054139652	05/07/19	57.26	60326
591-536-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8054234177	05/21/19	24.13	60396
591-536-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8054314754	05/21/19	(24.13)	60396
Total For Dept 536 ADMINISTRATION						2,122.97	
Dept 540 OPERATIONS & MAINTENANCE							
591-540-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-05/20-06/1	05/07/19	1,852.65	60285
591-540-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH INSURANCE	0002-05/20-06/1	05/07/19	1.90	60284
591-540-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-05/20-06/1	05/07/19	24.16	60285
591-540-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	JUNE 2019	05/21/19	83.84	60374
591-540-716.200	DENTAL INSURANCE	DELTA DENTAL	JUNE 2019 PREMIUM	RIS0002277748	05/21/19	199.57	60360
591-540-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	JUNE 2019	05/21/19	24.28	60374
591-540-740.000	OPERATING SUPPLIES	U. S. POSTAL SERVICE	BULK MAIL PERMIT #273	05/21/2019	05/21/19	1,250.00	60408
591-540-742.000	UNIFORMS	TSC STORES	MAINTENANCE/REPAIRS	APRIL 2019	05/07/19	144.99	60338
591-540-810.000	CONTRACTED SERVICES	THE WORK WEAR STORE	UNIFORMS - DPW	49835	05/07/19	80.00	60400
591-540-817.000	PROFESSIONAL SERVICES	TRI-VALLEY CONSTRUCTI	APRIL LAWN MAINTENANCE	4462	05/07/19	517.86	60336
591-540-850.000	TELEPHONE	SPICER GROUP INC.	THOMAS TWP - DPW GIS ASSISTANCE	195879	05/21/19	539.50	60395
591-540-850.100	WIRELESS COMMUNICATIONS	123.NET	TELEPHONE SERVICE	423204	05/07/19	118.24	60278
591-540-920.000	UTILITIES	CHASE-MASTERCARD SVCS	FRONTIER/AMAZON/VERIZON/ARCHERY/DE	03/27/19-04/26/	05/07/19	60.12	60290
591-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 1167 N GRAHAM RD	203497493254	05/07/19	554.81	60292
591-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 2020 ORR RD	201806622767	05/07/19	25.40	60292
591-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 8215 SHIELDS DR	203853455796	05/07/19	571.18	60292
591-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 9465 TITTABAWASSEE	206523004106	05/07/19	25.40	60292
591-540-927.000	PURCHASING WATER	CITY OF SAGINAW	UTILITY BILL - 12350 GEDES RD	207056698232	05/21/19	25.40	60355
591-540-927.100	READINESS TO SERVE CITY	CITY OF SAGINAW	USAGE - 6703 GRATIOT AVE	04/30/2019	05/21/19	133,344.09	60354
591-540-930.000	REPAIRS/MAINTENANCE	ABLE WELDING INC.	USAGE - 6703 GRATIOT AVE	04/30/2019	05/21/19	76,096.02	60354
591-540-930.000	REPAIRS/MAINTENANCE	CENTRAL RENTAL	REPAIRS/MAINTENANCE - DPW	11878	05/07/19	22.50	60279
591-540-930.000	REPAIRS/MAINTENANCE	H&B EQUIPMENT & RENTA	POWERWASHER - HYDRANTS - DPW	043020	05/07/19	6,930.00	60289
591-540-930.000	REPAIRS/MAINTENANCE	NAPA AUTO PARTS OF SH	SHARPEN BLADES - DPW	APRIL 2019	05/07/19	12.00	60299
591-540-930.000	REPAIRS/MAINTENANCE	SHERWIN-WILLIAMS	VEHICLE MAINTENANCE	APRIL 2019	05/07/19	4.97	60308
591-540-930.000	REPAIRS/MAINTENANCE	TSC STORES	PAINT - SOCCER FIELDS/FIRE HYDRANT	APRIL 2019	05/07/19	1,377.26	60322
591-540-930.000	REPAIRS/MAINTENANCE	WOHLFEIL HARDWARE	MAINTENANCE/REPAIRS	APRIL 2019	05/07/19	475.38	60338
591-540-930.000	REPAIRS/MAINTENANCE	COOPER EXCAVATING, L.	MAINTENANCE SUPPLIES - DPW	63092/1	05/07/19	34.53	60344
591-540-930.000	REPAIRS/MAINTENANCE	HOME DEPOT	REPAIR - LONE RD	19036	05/21/19	2,825.00	60357
591-540-930.000	REPAIRS/MAINTENANCE	HOTSY OF MID MICHIGAN	REPAIRS/MAINTENANCE	MAY 2019	05/21/19	307.55	60368
591-540-930.000	REPAIRS/MAINTENANCE	MICHIGAN PIPE & VALVE	HOSE 50'	34245	05/21/19	54.25	60369
591-540-930.000	REPAIRS/MAINTENANCE	TERMINIX PROCESSING C	MAINTENANCE SUPPLIES - DPW	S019893	05/21/19	30.00	60379
591-540-938.000	VEHICLE EXPENSE	NAPA AUTO PARTS OF SH	PEST CONTROL - 251 N MILLER RD	385479382	05/21/19	186.24	60399
591-540-938.100	GAS & DIESEL FUEL	WEX INC	VEHICLE MAINTENANCE	APRIL 2019	05/07/19	4.91	60308
591-540-960.000	EDUCATION & TRAINING	CHASE-MASTERCARD SVCS	GAS/DIESEL FUEL	58983666	05/07/19	847.75	60342
Total For Dept 540 OPERATIONS & MAINTENANCE						1,140.00	60290
Dept 900 CAPITAL CONTROL							
591-900-974.000	CAPITAL IMPROVEMENTS	MLIVE MEDIA GROUP	SEALED BIDS FOR SHIELDS/WALLACE DR	9050644	05/21/19	170.16	60380
591-900-974.000	CAPITAL IMPROVEMENTS	SPICER GROUP INC.	THOMAS TWP - SHIELDS DR/WALLACE DR	196053	05/21/19	5,398.22	60395
Total For Dept 900 CAPITAL CONTROL						5,568.38	
Fund 596 MUNICIPAL REFUSE FUND						444,384.03	
Dept 000							

INVOICE GL DISTRIBUTION REPORT FOR THOMAS TOWNSHIP

POST DATES 05/01/2019 - 05/28/2019

JOURNALIZED

PAID - CHECK TYPE: PAPER CHECK

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Fund 596 MUNICIPAL REFUSE FUND							
Dept 000							
596-000-808.000	REFUSE CONTRACT	MID MICHIGAN WASTE AU	MARCH SOLID WASTE SERVICES	MARCH 2019	05/07/19	46,285.25	60305
			Total For Dept 000			46,285.25	
			Total For Fund 596 MUNICIPAL REFUSE FUND			46,285.25	

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount Check
Fund Totals:						
	Fund 100 CLEARING FUND					3,050.16
	Fund 101 GENERAL OPERATING FUND					83,984.84
	Fund 205 PUBLIC SAFETY-FIRE DEPARTME					8,857.15
	Fund 206 FIRE APPARATUS					564.78
	Fund 207 PUBLIC SAFETY-POLICE					15,764.06
	Fund 248 Downtown Development Author					325.79
	Fund 271 LIBRARY FUND					12,812.96
	Fund 590 SEWER FUND					44,404.67
	Fund 591 WATER FUND					444,384.03
	Fund 596 MUNICIPAL REFUSE FUND					46,285.25
Total For All Funds:						660,433.69

CASH SUMMARY BY ACCOUNT FOR THOMAS TOWNSHIP
FROM 04/01/2019 TO 05/28/2019
FUND: ALL FUNDS
CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 04/01/2019	Total Debits	Total Credits	Ending Balance 05/28/2019
Fund 100	CLEARING FUND				
001.000	59	11,464.04	1,730,278.43	1,724,115.32	17,627.15
Fund 101	GENERAL OPERATING FUND				
002.000	CASH THE STATE BANK	1,498,070.15	805,374.36	349,168.06	1,954,276.45
002.350	CASH CHASE BANK	10,760.25	1.70	0.00	10,761.95
002.385	CASH CHEMICAL BANK	853,758.95	5,949.49	500,000.00	359,708.44
003.175	Certificate of Deposit Chemic	500,000.00	500,000.00	0.00	1,000,000.00
003.375	CHERTIFICATE OF DEPOSITS HUNTINGT	750,000.00	0.00	0.00	750,000.00
003.400	CERTIFICATE OF DEP CHASE BANK	231,022.73	0.00	0.00	231,022.73
	GENERAL OPERATING FUND	3,843,612.08	1,311,325.55	849,168.06	4,305,769.57
Fund 103	CHRISTOPHER THOMPSON FAMILY FUND				
002.000	CASH THE STATE BANK	145,415.54	0.00	0.00	145,415.54
Fund 205	PUBLIC SAFETY-FIRE DEPARTMENT				
002.000	CASH THE STATE BANK	643,935.64	2,953.24	94,074.15	552,814.73
Fund 206	FIRE APPARATUS				
002.000	CASH THE STATE BANK	712,809.06	46.08	7,656.44	705,198.70
Fund 207	PUBLIC SAFETY-POLICE				
002.000	CASH THE STATE BANK	1,200,283.78	1,752.29	174,879.42	1,027,156.65
Fund 246	ROAD REVOLVING FUND				
002.000	CASH THE STATE BANK	128,981.39	0.00	0.00	128,981.39
003.175	Certificate of Deposit Chemic	610,966.47	0.00	0.00	610,966.47
	ROAD REVOLVING FUND	739,947.86	0.00	0.00	739,947.86
Fund 248	Downtown Development Authority				
002.000	CASH THE STATE BANK	63,735.85	349.43	325.79	63,759.49
Fund 265	P.S. DRUG LAW ENFORCEMENT				
002.000	CASH THE STATE BANK	10,357.04	0.00	0.00	10,357.04
Fund 271	LIBRARY FUND				
002.000	CASH THE STATE BANK	577,779.70	2,032.34	50,435.17	529,376.87
003.271	CD LIBRARY 08/2016 .50	205,340.00	0.00	0.00	205,340.00
	LIBRARY FUND	783,119.70	2,032.34	50,435.17	734,716.87
Fund 590	SEWER FUND				
002.000	CASH THE STATE BANK	1,151,367.21	142,518.35	152,411.51	1,141,474.05
002.200	RESERVED CASH SYSTEM EXPANSIO	31,500.23	1,800.00	0.00	33,300.23
002.385	CASH CHEMICAL BANK	937,517.80	593.52	500,000.00	438,111.32
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	644,911.87	652,411.51	3,730,818.60
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	171,579.61	808,986.68	552,090.53
002.200	RESERVED CASH SYSTEM EXPANSIO	51,343.99	2,500.00	0.00	53,843.99
002.375	CASH HUNTINGTON BANK	233,097.14	12,726.86	0.00	245,824.00
002.385	CASH CHEMICAL BANK	41,766.08	253.11	0.00	42,019.19
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	412.61	3,409.49	502,423.66
002.390	CASH FIRST STATE BANK	244,944.39	118.11	0.00	245,062.50
003.175	Certificate of Deposit Chemic	1,259,905.50	0.00	12,646.06	1,247,259.44

CASH SUMMARY BY ACCOUNT FOR THOMAS TOWNSHIP
FROM 04/01/2019 TO 05/28/2019
FUND: ALL FUNDS
CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 04/01/2019	Total Debits	Total Credits	Ending Balance 05/28/2019
003.375	CERTIFICATE OF DEPOSITS HUNTINGT	250,000.00	0.00	0.00	250,000.00
	WATER FUND	4,044,151.24	187,590.30	825,042.23	3,406,699.31
Fund 596	MUNICIPAL REFUSE FUND				
002.000	CASH THE STATE BANK	678,175.10	1,339.13	97,253.54	582,260.69
002.385	CASH CHEMICAL BANK	302,943.93	248.99	0.00	303,192.92
	MUNICIPAL REFUSE FUND	981,119.03	1,588.12	97,253.54	885,453.61
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	1.00	0.00	1.00
	TOTAL - ALL FUNDS	16,943,447.30	3,882,828.65	4,475,361.63	16,350,914.32



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** June 3, 2018
- **SUBMITTED BY:** Bob Weise, Supervisor
- **AGENDA TOPIC:** Board of Review Alternate Member Appointment
- **EXPLANATION OF TOPIC:** John Murphy resigned from the Board of Review leaving a vacancy. Joyce Potoff submitted a letter of interest and was interviewed by myself as well as the Township Manager. Upon completion of the interview we both feel that Joyce Potoff would be an asset to the Board of Review and are recommending that the Board appoint her as the alternate member of the Board of Review with a term to expire on January 1, 2021.
- **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 Supervisor's recommendations to appoint Joyce Potoff as the alternate member to the Board of Review.
- **ROLL CALL VOTE REQUIRED?** No

Darci

From: Russ Taylor
Sent: Monday, May 20, 2019 11:25 AM
To: Darci
Subject: FW: Thomas Township Board of Review

For the Board packet.

From: JOYCE POTOFF [mailto:joypotoff@yahoo.com]
Sent: Monday, May 20, 2019 9:24 AM
To: robertweise750@yahoo.com; Russ Taylor
Subject: Thomas Township Board of Review

To: Robert Weise, Russ Taylor

From: Joyce Potoff

Subject: Thomas Township Board of Review membership

Please consider my application for a vacancy on the Thomas Township Board of Review. My qualifications are as follows:

1. Education, Masters Degree in Business Administration, Central Michigan University
2. Certified Public Accountant, retired and not currently licensed to practice
3. Retired after 28 years as Assistant Controller and Head Accountant for The Saginaw News
4. I have held several leadership positions in various civic and religious organizations over the years.
5. Along with my Husband Alan we have resided at 3440 North Thomas Road since 1997

After having met with both Bob Weise and Russ Taylor I believe that my education and work experience can be of some service to our great Thomas Township Community.

Sincerely,

Joyce L. Potoff
3440 N. Thomas Road
Freeland, Michigan 48623
989-781-4111
joypotoff@yahoo.com



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** June 3, 2019
- **SUBMITTED BY:** Al Fong, Deputy Chief
- **AGENDA TOPIC:** Accept the resignation of Pamela Fuller from the Police Department.
- **EXPLANATION OF TOPIC:** Pamela Fuller has submitted a letter of resignation effective August 14, 2019. Pamela has served our Township since 2013. She has submitted this resignation due to personal reasons. I am attaching her letter of resignation and this has been brought to the Personnel Committee.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Resignation letter.
- **POSSIBLE COURSES OF ACTION:** Approve, Amend, Deny or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by _____ supported by _____ to accept the resignation of Pamela Fuller from the Police Department.
- **ROLL CALL VOTE REQUIRED:** No.

May 2, 2019

Chief Steven Kocsis
Deputy Chief Fong
8215 Shields Dr.
Saginaw MI 48609

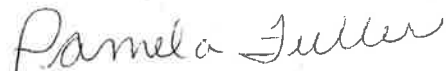
Dear Chief Kocsis and Deputy Chief Fong:

I am writing to notify you that I will be resigning from my position as Police Secretary with my last day being August 14, 2019. I truly have enjoyed my 6 years with the Police Department.

I am grateful to have been part of your team and to have the opportunity to work with such an exceptional group of people. I will continue to wish you all well and keep you in my prayers for safety in your type of business.

I will do all I can to help you through the training process and hopefully everything will go smoothly through the transition.

Sincerely,

A handwritten signature in cursive script that reads "Pamela Fuller".

Pamela Fuller
4093 W Michigan Ave
Saginaw MI 48638
(989) 401-2153



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** June 3, 2019
- **SUBMITTED BY:** Russ Taylor, Township Manager
- **AGENDA TOPIC:** Approve changes to Public Safety Clerical job description.
- **EXPLANATION OF TOPIC:** With Pam's resignation, this was a good time to take another look at the position's job description. As a result, we have made a couple of small changes to better represent the duties that the position has to fill.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Amended Job Description.
- **POSSIBLE COURSES OF ACTION:** Approve, Amend, Deny or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by _____ supported by _____ to approve changes to Public Safety Clerical job description.
- **ROLL CALL VOTE REQUIRED:** No.

PUBLIC SAFETY CLERICAL

SUMMARY

Perform a variety of office responsibilities with considerable independence. Must be able to learn and work within the operations of a law enforcement agency and a fire department. This position has frequent contact with the public and requires good public relation skills including maintaining reasonable control when working with citizens who may display hostile attitudes.

SUPERVISION RECEIVED

Work is performed under the supervision of the Fire Chief or Police Chief as assigned.

RESPONSIBILITIES AND ESSENTIAL DUTIES AND FUNCTIONS

The duties are intended to describe the general nature and level of work being performed by personnel assigned to this classification. They are not to be considered an exhaustive list of all job duties performed by personnel as classified.

1. Perform secretarial functions such as word processing, typing, filing, drafting letters; and using fax, copier and other office machines. Skilled in Microsoft Office products such as Word, Excel, Access and Power Point. Capable of becoming proficient in specialized computer software programs as needed.
2. Handle and maintain confidentiality of many personal, criminal, health and driving records between Federal, State, County and local agencies.
3. Type and maintain confidentiality of ~~interviews/tapes~~ **video/audio recordings** relating to various crimes.
4. Retain all information, incidents, fire and police reports and correspondence as confidential in nature. Incidents in question, subject to "Freedom of Information Act", shall be authorized for release only by the Township Manager, pursuant to Township Policy.
5. Answer the telephone and screen calls to proper channels **and greet visitors.** ~~Greet visitors and schedule appointments.~~ When possible, answer department questions that require no interpretation of policies, laws or codes. Answer complaints. Provide routine and repetitive technical information.
6. Operate computer and software programs to maintain essential and accurate information for the departments as assigned. Enter all fire, medical and police reports including other documents as directed. Interact with other Local, State and Federal agencies as it relates to either the fire or police department.

7. Maintain an efficient filing system.
8. ~~Record all appearance citations into the records management system and forward court copies of citations to the Criminal Division of the 70th District Court.~~ **Be able to keep records updated for L.E.I.N. audit and security awareness officer testing.**
9. Receive and write minor citizen walk-in or called in police reports that require little or no further investigation; most commonly referred to as insurance reports.
10. ~~Monitor inventories to provide uninterrupted supply of all office supplies and needed forms.~~ **Maintain inventories of all office supplies and forms as directed.**
11. ~~Prepare warrant jackets, cards and~~ **Record** L.E.I.N. warrants ~~entry sheets.~~ Send warrant letters to subjects notifying them that charges have been filed.
12. Record court dates for officers and prepare material needed for court. Notify officers of cancellations **and reminders.**
13. ~~Enter all dispositions into Records Management System. Coordinate dispositions with property room manager.~~ **Print tickets, reports and request certified records for Township Attorney.**
14. Provide assistance to police and fire officers. Responsible for all other tasks and duties necessary for the smooth, efficient and professional operation of the police and fire departments.
15. Prepare ~~reports~~ monthly **Board reports** ~~and annually~~ as directed by each department chief.
16. Calculate and prepare bi-weekly payroll for delivery to the Fiscal Services Director in a timely manner.
17. Prepare, document and send invoices in accordance with Township policies.
18. Perform related duties as assigned including filling in for the fire or police department secretary as needed, including checking e-mail and voice mail in their absence.
19. Train employees to have an efficient working knowledge needed to maintain smooth operations in both the police and fire departments.
20. Maintain a working and professional relationship with all co-workers.
21. Edit, detect and correct any necessary errors in any reports or documents used by both departments.

22. Prepares account payable invoices for Chiefs' approval.
23. Keep current on systems and technical information related to the assigned department.
24. Act as confidential assistant to the assigned Chief.
25. Perform related duties as assigned.
26. *Must be able to pass a security background check and a drug test.*
27. *Must be able to attend Terminal Agency Coordinator (TAC) and Local Agency Security Officer (LASO) training.*

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

High school diploma with one year of business school or two years of responsible office experience. Background must include the following clerical duties: Typing, filing, answering phones, operating office machines, knowledge of computer operation and software programs, and working with the general public.

1. See well enough to complete duties 1 - ~~25~~27.
2. Hear well enough to complete duties 2, 3, 4, 5, 6, 9, 12, 14, 18, 19, 20, 24 and 25.
3. Read well enough to complete duties 1 - ~~25~~27.
4. Write well enough to complete duties 1 - ~~25~~27.

Adopted 1/05/98
Revised 5/01/00
Revised 01/09/06
Revised 01/07/13
Revised 06/03/19

THOMAS TOWNSHIP
SAGINAW COUNTY, MICHIGAN

TO: THE RESIDENTS AND PROPERTY OWNERS OF THE TOWNSHIP OF THOMAS,
SAGINAW COUNTY, MICHIGAN, AND ANY OTHER INTERESTED PERSONS:

PLEASE TAKE NOTICE that as a result of petitions of property owners within the Township signed by the record owners of land whose residential units constitute more than 51% of the total landowners of the hereinafter described as SHORT ROAD STREETLIGHTING SPECIAL ASSESSMENT DISTRICT, the Township Board of the Township of Thomas proposes to install SEVEN (7) 54 watt LED streetlights and to create a special assessment district for the recovery of the cost thereof by special assessment against the properties benefited therein.

PLEASE TAKE FURTHER NOTICE that the District within which the foregoing improvements are proposed to be constructed and within which the cost thereof is proposed to be assessed is more specifically described as follows:

Parcel Number	Property Address	Parcel Number	Property Address
28-12-3-24-2425-000	1000 SHORT	28-12-3-24-2803-000	1750 SHORT
28-12-3-24-2421-000	1525 SHORT	28-12-3-24-2802-000	1770 SHORT
28-12-3-24-2815-000	1530 SHORT	28-12-3-24-2801-000	1790 SHORT
28-12-3-24-2814-000	1542 SHORT	28-12-3-24-2001-003	1810 SHORT
28-12-3-24-2422-000	1551 SHORT	28-12-3-24-2268-000	1819 SHORT
28-12-3-24-2813-000	1562 SHORT	28-12-3-24-2001-004	1830 SHORT
28-12-3-24-2812-000	1582 SHORT	28-12-3-24-2269-000	1835 SHORT
28-12-3-24-2424-001	1591 SHORT	28-12-3-24-2001-001	1848 SHORT
28-12-3-24-2811-000	1602 SHORT	28-12-3-24-2270-000	1859 SHORT
28-12-3-24-2810-000	1630 SHORT	28-12-3-24-2007-000	1860 SHORT
28-12-3-24-2426-000	1633 SHORT	28-12-3-24-2271-000	1879 SHORT
28-12-3-24-2808-000	1680 SHORT	28-12-3-24-2272-000	1899 SHORT
28-12-3-24-2427-000	1685 SHORT	28-12-3-24-2101-000	1916 SHORT
28-12-3-24-2806-000	1696 SHORT	28-12-3-24-2005-000	1925 SHORT
28-12-3-24-2429-000	1709 SHORT	28-12-3-24-2102-000	1954 SHORT
28-12-3-24-2805-000	1710 SHORT	28-12-3-24-2012-000	1955 SHORT
28-12-3-24-2804-000	1730 SHORT	28-12-3-24-2004-000	1975 SHORT
28-12-3-24-2430-000	1737 SHORT	28-12-3-24-2103-000	7715 STATE
		28-12-3-24-2807-000	SHORT

PLEASE TAKE FURTHER NOTICE that the Township Board has received engineering plans showing the improvements and locations thereof together with an estimate of costs for said construction in the approximate amount of \$36.99 per parcel for the first year, and \$18.07 per parcel for each subsequent year, and has placed the same on file with the Township Clerk, and will consider a Resolution tentatively declaring its intention to make said improvement and to

create the aforementioned Special Assessment District and has further tentatively found the Petitions for the improvement to be in compliance with statutory requirements.

PLEASE TAKE FURTHER NOTICE that said Plans, Special Assessment District and Petitions may be examined at the office of the Township Clerk from the date of this Notice until and including the date of the public hearing thereon and may further be examined at such public hearing.

PLEASE TAKE FURTHER NOTICE that a public hearing upon said Petition, Plans, District and Estimate of Costs will be held at the Thomas Township Public Safety Building at 8215 Shields Drive, Saginaw, MI 48609, within Thomas Township commencing at 7 o'clock p.m. on June 3, 2019.

PLEASE TAKE FURTHER NOTICE that appearance and protest at the hearing are required in order to appeal the amount of any special assessment to the State Tax Tribunal. An owner or party in interest or his or her agent may appear in person at the hearing to protest the special assessment and/or proceedings or shall be permitted to file his or her appearance or protest by letter and a personal appearance shall not be required.

At such hearing, the Board will consider any objections to any of the foregoing matters as well as any revisions, corrections, amendments, or changes to said Plans, Estimates, and Cost to said Special Assessment District.

All interested persons are invited to be present at the aforesaid time and place and to submit comments concerning any of the foregoing.

Thomas Township Deputy Clerk
249 N Miller Rd, Saginaw, MI 48609



THOMAS TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** June 3, 2019
- **SUBMITTED BY:** Dan Sika, Director of Community Development and Jill Peters, Township Assessor
- **AGENDA TOPIC:** Approve Resolution 19-12 to waive penalties for non-filing of property transfer affidavits.
- **EXPLANATION OF TOPIC:** The Thomas Township Assessor is preparing for the State Tax Commissions Audit of Minimum Assessing Requirements (AMAR) review and has requested that the Township Board pass a Resolution that waives fees associated with property transfer affidavit non filings. The Township could collect a fee if a new home owner does not file the transfer affidavit properly but traditionally no fee has been charged. The resolution waives the collection of such fees for those who file, do not file or who may file incorrectly.
The State Tax Commission implemented this new auditing review of local units of government. The AMAR review gathers background information on each local unit of government and analyzes the assessment roll, or the value the Assessor has placed on properties in the Township. Each item on the review reflects the minimum assessing requirements based on State Statute and State Tax Commission rules, policy, bulletins, and publications.
- **MATERIALS ATTACHED:** AMAR Review Sheet, Excerpts from Michigan Compiled Laws (MCL), Chapter 211, Resolution 19-12.
- **POSSIBLE COURSES OF ACTION:** Approve, Amend, Deny or Table.
- **RECOMMENDED ACTION:** Motion by _____, supported by _____, to approve Resolution 19-12 to waive penalties for non-filing of property transfer affidavits.
- **ROLL CALL VOTE REQUIRED:** Yes

**Michigan State Tax Commission
Audit of Minimum Assessing Requirements
AMAR Review Sheet**

The State Tax Commission, per MCL 211.10f, has jurisdiction to determine substantial compliance with the requirements of the General Property Tax Act. The AMAR review reflects the minimum assessing requirements of a local unit of government based on statute and STC Rules, Policy, Bulletins and Publications. Local units of government that do not meet one or more of the minimum requirements must submit a corrective action plan detailing how and when the deficiencies will be resolved.

Failure to submit an acceptable corrective action plan, or failure to resolve the deficiencies as outlined within the corrective action plan that is approved by the State Tax Commission, will result in a determination of substantial non-compliance and may result in the State Tax Commission assuming jurisdiction of the assessment roll of the local unit of government. Failure to meet one or more of the minimum AMAR requirements does not automatically result in State Tax Commission assumption of jurisdiction of the assessment roll.

Local Unit Background Information:

Year of Audit: _____ Name of Local Unit: _____ Name of County: _____
Name of Assessor: _____ Assessor Certification Level: _____
Name of Supervisor, City Manager or Mayor: _____ Title: _____
Mailing Address for Supervisor, City Manager or Mayor: _____

What date did the assessor certify the assessment roll? _____

What is the Residential Coefficient of Dispersion (COD) for the local unit? _____

What is the Residential Price Related Differential (PRD) for the local unit? _____

Does the L-4022 in possession of the local unit match the L-4022 in possession of the County Equalization Director and the information uploaded on the L-4023 on the E-File Site?

YES: _____ NO: _____

MCL 211.7cc requires interest at a rate of 1.25% per month or fraction of a month to be charged to the owner of property that has been issued a PRE denial notice. Upon collecting the interest, MCL 211.7cc also details the required distribution of the interest depending on the governmental unit that issued the denial notice. Was Form 4142 completed and submitted to the Michigan Department of Treasury by a County, City or Township when the State's portion of PRE denial interest is remitted? YES: _____ NO: _____

Does the local unit have written procedures, including audit procedures, for determining how to grant real property exemptions or remove real property exemptions when the property no longer qualifies for the exemption? YES: _____ NO: _____

Does the local unit have accurate Land Value Maps that meet State Tax Commission Land Value Map Publications?

Requirement Met: YES: _____ NO: _____

Notes:

Assessment Roll Analysis:

1. Does the local unit have properly calculated and appropriately documented Economic Condition Factors that meet State Tax Commission requirements per MCL 211.10e and STC ECF Publications?

Requirement Met: YES: _____ NO: _____

Notes:

2. Does the local unit have Land Value Determinations that are appropriately documented, properly calculated and meet State Tax Commission requirements per MCL 211.10e and State Tax Commission Land Value Determination Publications and less than 1% land adjustments without reason?

Requirement Met: YES: _____ NO: _____

Notes:

3. Does the true cash value on the local unit record cards agree with the true cash value indicated on the assessment roll with less than 1% overrides and less than 1% flat land values – excluding DNR PILT Property (STC Policy)?

Requirement Met: YES: _____ NO: _____

Notes:

4. Personal Property Review:

- a) Does the local unit conduct an annual personal property canvass?

YES: _____ NO: _____

7. Does the local unit follow the requirements under MCL 211.27b to levy the interest and penalty for failure to file a Property Transfer Affidavit? If waived did the local unit waive the interest and penalty by resolution and is that resolution kept on file?

Requirement Met: YES: _____ NO: _____

Notes:

Comments:

I hereby declare that the foregoing information submitted is a complete and true statement.

Signature

Date

☐ By checking this box, I agree and confirm that the signature I have typed above is the electronic representation of my original, handwritten signature when used on this document and creates a legally-binding contract. I further understand that signing this document using my electronic signature will have the same legally-binding effect as signing my signature using pen and paper.

- b) Did the local unit grant any exemptions under MCL 211.9o (Small Business Taxpayer Exemption)?

YES: _____ NO: _____

- c) If the answer to item 5b is yes, does a sampling indicate the local unit properly processed the exemptions received? This includes: Form 5076 filled out completely, timely received and received annually. If Form 5076 is not received the exemption is removed, parcel number created for any business that was granted an exemption, ensuring that a parcel with the exemption is not retired, all locations within the local unit are considered when granting the exemption.

Requirement Met: YES: _____ NO: _____

Notes:

5. Review of Exemptions Granted under MCL 211.7u (poverty exemptions)

- a) Did the local unit grant any exemptions under MCL 211.7u (Poverty Exemption)?

YES: _____ NO: _____

- b) Does the local unit have proper poverty exemption guidelines?

YES: _____ NO: _____

- c) Does the local unit poverty exemption guidelines include a proper asset level test?

YES: _____ NO: _____

- d) Does a sampling of the exemptions granted under MCL 211.7u indicate that the statutory requirements were met and that the local unit policy was followed?

Requirement Met: YES: _____ NO: _____

Notes:

6. Does a sample of the July and December Board of Review actions indicate the Board met the requirements of MCL 211.53b and considered only those items over which they have statutory authority?

Requirement Met: YES: _____ NO: _____

Notes:

Michigan State Tax Commission
Audit of Minimum Assessing Requirements (AMAR)
2018 Through 2022

2018 Counties	2019 Counties	2020 Counties	2021 Counties	2022 Counties
Alcona	Alger	Baraga	Antrim	Arenac
Allegan	Bay	Houghton	Branch	Benzie
Alpena	Berrien	Ionia	Cheboygan	Calhoun
Barry	Chippewa	Iron	Clare	Huron
Cass	Crawford	Leelanau	Delta	Isabella
Charlevoix	Dickinson	Livingston	Iosco	Lake
Clinton	Eaton	Mackinac	Jackson	Mecosta
Emmett	Genesee	Marquette	Kalkaska	Monroe
Gladwin	Gogebic	Menominee	Kent	Oakland
Grand Traverse	Gratiot	Missaukee	Keweenaw	Ogemaw
Hillsdale	Newaygo	Muskegon	Luce	Osceola
Ingham	Oceana	Ontonagon	Macomb	Roscommon
Kalamazoo	Otsego	Ottawa	Mason	Shiawassee
Lapeer	Presque Isle	Schoolcraft	Montcalm	St. Clair
Lenawee	Sanilac	Wayne	Oscoda	St. Joseph
Manistee	Tuscola	Wexford	Saginaw	Van Buren
Midland	Washtenaw			
Montmorency				
18	17	16	16	16

THE GENERAL PROPERTY TAX ACT (EXCERPT)
Act 206 of 1893

211.27b Failure to notify assessing office; adjustment.

Sec. 27b. (1) If the buyer, grantee, or other transferee in the immediately preceding transfer of ownership of property does not notify the appropriate assessing office as required by section 27a(10), the property's taxable value shall be adjusted under section 27a(3) and all of the following shall be levied:

(a) Any additional taxes that would have been levied if the transfer of ownership had been recorded as required under this act from the date of transfer.

(b) Interest and penalty from the date the tax would have been originally levied.

(c) For property classified under section 34c as either industrial real property or commercial real property, a penalty in the following amount:

(i) Except as otherwise provided in subparagraph (ii), if the sale price of the property transferred is \$100,000,000.00 or less, \$20.00 per day for each separate failure beginning after the 45 days have elapsed, up to a maximum of \$1,000.00.

(ii) If the sale price of the property transferred is more than \$100,000,000.00, \$20,000.00 after the 45 days have elapsed. However, if the appropriate assessing office determines that the failure to notify the assessing office within 45 days after the property's transfer of ownership was due to reasonable cause and not the willful neglect of the buyer, grantee, or other transferee, the penalty under subparagraph (i) shall be imposed. If the appropriate assessing office makes a determination that the failure to notify the assessing office within 45 days after the property's transfer of ownership was a result of the willful neglect of the buyer, grantee, or other transferee, that assessing office shall promptly send that buyer, grantee, or other transferee written notice, by certified mail, of that determination. A buyer, grantee, or other transferee who is assessed the penalty under this subparagraph may appeal that determination to the Michigan tax tribunal.

(d) For real property other than real property classified under section 34c as industrial real property or commercial real property, a penalty of \$5.00 per day for each separate failure beginning after the 45 days have elapsed, up to a maximum of \$200.00.

(2) The appropriate assessing officer shall certify for collection to the treasurer of the local tax collecting unit if the local tax collecting unit has possession of the tax roll or the county treasurer if the county has possession of the tax roll any additional taxes due under subsection (1)(a) and any penalty due under subsection (1)(c) or (d).

(3) The treasurer of the local tax collecting unit if the local tax collecting unit has possession of the tax roll or the county treasurer if the county has possession of the tax roll shall collect any taxes, interest, and penalty due pursuant to this section, and shall immediately prepare and submit a corrected tax bill for any additional taxes due under subsection (1)(a) and any interest and penalty due under subsection (1)(b). A penalty due under subsection (1)(c) or (d) may be collected with the immediately succeeding regular tax bill.

(4) Any taxes, interest, and penalty collected pursuant to subsection (1)(a) and (b) shall be distributed in the same manner as other delinquent taxes, interest, and penalties are distributed under this act. Any penalty collected under subsection (1)(c) or (d) shall be distributed to the local tax collecting unit.

(5) The governing body of a local tax collecting unit may waive, by resolution, the penalty levied under subsection (1)(c) or (d).

(6) If the taxable value of property is increased under this section, the appropriate assessing officer shall immediately notify by first-class mail the owner of that property of that increase in taxable value. A buyer, grantee, or other transferee may appeal any increase in taxable value or the levy of any additional taxes, interest, and penalties under subsection (1) to the Michigan tax tribunal within 35 days of receiving the notice of the increase in the property's taxable value. An appeal under this subsection is limited to the issues of whether a transfer of ownership has occurred and correcting arithmetic errors. A dispute regarding the valuation of the property is not a basis for appeal under this subsection.

(7) If the taxable value of property is adjusted under subsection (1), the assessing officer making the adjustment shall file an affidavit with all officials responsible for determining assessment figures, rate of taxation, or mathematical calculations for that property within 30 days of the date the adjustment is made. The affidavit shall state the amount of the adjustment and the amount of additional taxes levied. The officials with whom the affidavit is filed shall correct all official records for which they are responsible to reflect the adjustment and levy.

(8) Notification of a transfer of ownership provided as required under section 27a(10) or a levy of additional taxes, interest, and penalty under this section shall not be considered a determination of or evidence of the classification of the property transferred as real or personal property.

History: Add. 1994, Act 415, Imd. Eff. Dec. 29, 1994;—Am. 1996, Act 476, Imd. Eff. Dec. 26, 1996;—Am. 2012, Act 382, Imd. Rendered Wednesday, May 22, 2019

Eff. Dec. 19, 2012.

Popular name: Act 206

19-12
TOWNSHIP OF THOMAS
SAGINAW COUNTY, MICHIGAN
RESOLUTION TO WAIVE PENALTIES FOR NON-FILING OF PROPERTY TRANSFER
AFFIDAVITS

At a regular meeting of the Board of Trustees of the Township of Thomas, held on the 3rd day of June, 2019 at 7 o'clock p.m. Michigan Time

PRESENT: _____

ABSENT: _____

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

WHEREAS, MCL 211.27a(10) requires the buyer, grantee, or other transferee of the property shall notify the appropriate assessing office in the local unit of government in which the property is located of the transfer of ownership of the property within 45 days of the transfer of ownership on a form prescribed by the state tax commission that states the parties to the transfer, the date of the transfer, the actual consideration for the transfer, and the property's parcel identification number or legal description, and,

WHEREAS, MCL 211.27b(1) requires that if the buyer, grantee, or other transferee in the immediately preceding transfer of ownership of property does not notify the appropriate assessing office of the transfer, then penalties as described in MCL 211.27b(1)(c) or (d) are levied, and

WHEREAS, MCL 211.27b(5) provides that the governing body of a local tax collecting unit may waive, by resolution, the penalty levied under MCL 211.27b(1)(c) or (d), and,

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Township of Thomas that the Township of Thomas waives the penalty for failure to file the Property Transfer Affidavit following a transfer of ownership pursuant to the local unit's authority contained in MCL 211.27b.

YEAS: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** June 3, 2019
- **SUBMITTED BY:** Russ Taylor, Township Manager
- **AGENDA TOPIC:** Approval of Resolution 19-11 to create the Short Road Tentative Street Lighting District and to direct the Supervisor to prepare a special assessment roll for the July 8, 2019 Board Meeting.
- **EXPLANATION OF TOPIC:** The Township has received a petition from a resident on Short Road requesting the installation of seven (7) street lights. Consumers Energy has been notified and they have sent the appropriate documents for our approval. Once the Board has approved the creation of Short Road Street Lighting District, we will hold another public hearing in July to confirm the street lighting district special assessment roll and the costs for each year. Tentative costs are as follows:

First year= Cost of installation \$700.00 (7 (seven) lights x \$100.00 each) and Cost to operate of \$668.64 (seven lights x \$95.52 each) for a total of \$1,368.64 to be spread over thirty-seven lots equals \$36.99 per lot for the first year

Second year= Only operational costs of \$668.84 to be spread over thirty-seven lots equals \$18.07 per lot for each subsequent year.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Documentation from Consumers Energy, Resolution, Petition and Public Hearing Notice.
- **POSSIBLE COURSES OF ACTION:** Approve, Deny, Amend or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by _____ supported by _____ to approve resolution 19-11 to create the Short Road street lighting district, and to direct the supervisor to prepare a special assessment roll for the July 8, 2019 Board Meeting.
- **ROLL CALL VOTE REQUIRED?** Yes

19-11
TOWNSHIP OF THOMAS
SAGINAW COUNTY, MICHIGAN
RESOLUTION FOR STREET LIGHTING SPECIAL DISTRICT
SHORT ROAD

At a regular meeting of the Board of Trustees of the Township of Thomas, held on the 3rd day of June, 2019, 7 o'clock p.m. Michigan Time.

PRESENT: _____

ABSENT: _____

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

WHEREAS, the Township Board of the Township of Thomas on its motion and on the request of the real property owners of the proposed Street Lighting Special Assessment District herein, has determined to proceed under provisions of 1931 PA 246, as amended, tentatively declares its intention to install street lighting along the roadway in the special assessment district described in Exhibit A attached hereto and made a part hereof; and

WHEREAS, the Township Board has caused to be prepared plans showing the locations and specifications of the street lighting and an estimate of the cost thereof; and

WHEREAS, the same have been received by the Township Board; and

WHEREAS, the Township Board desires to proceed with the installation of the street lighting;

NOW, THEREFORE, BE IT RESOLVED:

1. The plans showing or describing the street lighting and the locations thereof and the estimate of costs thereof shall be filed with the Township Clerk and made available for public examination.
2. The Township Board tentatively declares the intention to install the street lighting along the roadway of the assessment district described herein.
3. There is hereby tentatively designated a street light special assessment district against which the cost of the annual energy costs are to be assessed, consisting of the land more particularly described in the notice set forth in paragraph 6 of the resolution. Said payments of the special assessment shall be adjusted from time to time to reflect actual energy and administrative costs for the street lighting provided.
4. The Township Board shall meet at the Thomas Township Public Safety Building, 8215 Shields Drive, Saginaw, Michigan on June 3, 2019, at 7:00 pm Michigan Time, at which time and place the Township Board shall hear comments and objections to the proposed street lighting, or the special assessment district thereof.

5. The Township Clerk is hereby ordered to cause notice of such hearing to be published once prior to said hearing in the Township View, Saginaw, Michigan, a newspaper of general circulation in the Township, the publication to be at least five (5) days before the time of hearing, and to be mailed by first-class mail to all owners of, or persons with interest in, property on the proposed special assessment roll of the Township at least ten (10) full days before the date of said hearing.

6. Said notice shall be in substantially the following form:

THOMAS TOWNSHIP
SAGINAW COUNTY, MICHIGAN

TO: THE RESIDENTS AND PROPERTY OWNERS OF THE TOWNSHIP OF THOMAS,
SAGINAW COUNTY, MICHIGAN, AND ANY OTHER INTERESTED PERSONS:

PLEASE TAKE NOTICE that as a result of petitions of property owners within the township signed by the record owners of land whose residential units constitutes more than 51% of the total landowners of the hereinafter described as SHORT ROAD STREETLIGHTING SPECIAL ASSESSMENT DISTRICT, the Township Board of the Township of Thomas proposes to install SEVEN (7) 54 watt LED streetlights and to create a special assessment for the recovery of the cost thereof by special assessment against the properties benefited therein.

PLEASE TAKE FURTHER NOTICE that the District within which the foregoing improvements are proposed to be constructed and within which the cost thereof is proposed to be assessed is more particularly described as follows:

Name	Owner Mailing Address	Property Address	Parcel Number
ANTHONY & DIXIE SCHEXNAILDRE	1633 SHORT RD	1000 SHORT RD	28-12-3-24-2425-000
DOUGLAS & DAWN KAISER	1525 SHORT RD	1525 SHORT RD	28-12-3-24-2421-000
KEITH & DALE JARZABKOWSKI	1530 SHORT RD	1530 SHORT RD	28-12-3-24-2815-000
BLAKE & ALISON PRATT	1542 SHORT RD	1542 SHORT RD	28-12-3-24-2814-000
KATHLEEN MORELAND & KRISTIN NOVAK	1551 SHORT RD	1551 SHORT RD	28-12-3-24-2422-000
BRIAN KEELER	1562 SHORT RD	1562 SHORT RD	28-12-3-24-2813-000
RANDY & SUE GOSEN	1582 SHORT RD	1582 SHORT RD	28-12-3-24-2812-000
RICHARD & AMY COLE	1591 SHORT RD	1591 SHORT RD	28-12-3-24-2424-001
KENNETH & KATHLEEN TAYLOR	1602 SHORT RD	1602 SHORT RD	28-12-3-24-2811-000
SCOTT MILLER	1630 SHORT RD	1630 SHORT RD	28-12-3-24-2810-000
ANTHONY & DIXIE SCHEXNAILDRE	1633 SHORT RD	1633 SHORT RD	28-12-3-24-2426-000
TAMARA J WENZEL REV LIV TRUST	1680 SHORT RD	1680 SHORT RD	28-12-3-24-2808-000
RITZ TRUST REVOCABLE TRUST	1685 SHORT RD	1685 SHORT RD	28-12-3-24-2427-000
ALBERT FONG	1696 SHORT RD	1696 SHORT RD	28-12-3-24-2806-000

CURTIS J & YVONNE D ROGERS TRUST	1709 SHORT RD	1710 SHORT RD	28-12-3-24-2429-000
LINDA HEFFEL	1710 SHORT RD	1711 SHORT RD	28-12-3-24-2805-000
GARY & DAANNA BENJAMIN	1730 SHORT RD	1730 SHORT RD	28-12-3-24-2804-000
MATTHEW LONSWAY	1737 SHORT RD	1737 SHORT RD	28-12-3-24-2430-000
DANIEL & AMANDA WOLGAST	1750 SHORT RD	1750 SHORT RD	28-12-3-24-2803-000
SCOTT & YVONNE RUNDELL	1770 SHORT RD	1770 SHORT RD	28-12-3-24-2802-000
CONNIE M SKENTZOS	1790 SHORT RD	1790 SHORT RD	28-12-3-24-2801-000
DUANE V KEMERER SR. INTER-VIVOS TST	7525 GEDDES RD	1810 SHORT RD	28-12-3-24-2001-003
W S & P M NANCARROW	1819 SHORT RD	1819 SHORT RD	28-12-3-24-2268-000
DAVID ALLEN KEMERER	1830 SHORT RD	1830 SHORT RD	28-12-3-24-2001-004
KENNETH & MARY SPICER TRUST	1835 SHORT RD	1835 SHORT RD	28-12-3-24-2269-000
TODD M SHARRAR	1848 SHORT RD	1848 SHORT RD	28-12-3-24-2001-001
IRENE WHITE	1859 SHORT RD	1859 SHORT RD	28-12-3-24-2270-000
WILLIAM J & CHARLOTTE SCHAFER TRUST	1860 SHORT RD	1860 SHORT RD	28-12-3-24-2007-000
MICHAEL C WILLIAMS	1879 SHORT RD	1879 SHORT RD	28-12-3-24-2271-000
SHIRLEY A MASON TRUST	1899 SHORT RD	1899 SHORT RD	28-12-3-24-2272-000
BRIAN D & CHRISTINA M FELDMAN	1916 SHORT RD	1916 SHORT RD	28-12-3-24-2101-000
ANTHONY A NAPLES	1925 SHORT RD	1925 SHORT RD	28-12-3-24-2005-000
JOHN M BRADY ETAL	1954 SHORT RD	1954 SHORT RD	28-12-3-24-2102-000
DORIS MEATTE TRUST	1955 SHORT RD	1955 SHORT RD	28-12-3-24-2012-000
JAMES & AUBREY GORTON	1975 SHORT RD	1975 SHORT RD	28-12-3-24-2004-000
W & J E HEATH	7715 STATE RD	7715 STATE RD	28-12-3-24-2103-000
TAMARA J WENZEL REV LIV TRUST	1680 SHORT RD	SHORT RD	28-12-3-24-2807-000

PLEASE TAKE FURTHER NOTICE that the Township board has received engineering plans showing the improvements and locations thereof together with an estimate of costs of such construction in the approximate amount of \$36.99 per parcel for the first year, and \$18.07 per parcel for each subsequent year, and has placed the same on file with the Township Clerk, and will consider a Resolution tentatively declaring its intention to make such improvement and to create the aforementioned Special Assessment District and has further tentatively found the Petitions for the improvement to be in compliance with statutory requirements.

PLEASE TAKE FURTHER NOTICE that said Plans, Special Assessment District and Petitions may be examined at the office of the Township Clerk from the date of this Notice until and including the date of the public hearing hereon and may further be examined at such public hearing.

PLEASE TAKE FURTHER NOTICE that a public hearing upon such Petitions, Plans, District and Estimate of Costs will be held at the Thomas Township Public Safety Building at 8215 Shields Drive, Saginaw, MI 48609, within Thomas Township commencing at 7 o'clock p.m. on June 3, 2019.

At such hearing, the board will consider any written objections to any of the foregoing matters which might be filed with said board at or prior to the time of said hearing as well as any revisions, corrections, amendments, or changes to said Plans, Estimates, and Costs or to said Special Assessment District.

All interested persons are invited to be present at the aforesaid time and place and to submit comments concerning any of the foregoing.

PLEASE TAKE FURTHER NOTICE that the Thomas Township Supervisor calls for a Public Hearing on July 8, 2019, at 7:00 p.m. to hear comments concerning the confirmation of the Special Assessment Roll for the SHORT ROAD STREET LIGHTING SPECIAL ASSESSMENT DISTRICT.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Township of Thomas, that the above noted Tentative Street Lighting Special Assessment District is hereby ratified upon the effective date of said agreement.

YEAS: _____

NAYES: _____

ABSTENTIONS: _____

ABSENT: _____

The Supervisor declared the resolution duly 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 June 3, 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

EXHIBIT A
SHORT ROAD
STREET LIGHTING ASSESSMENT DISTRICT

NOTICE OF HEARING ON SPECIAL ASSESSMENT
FOR OPERATION OF STREET LIGHTING
BY THE THOMAS TOWNSHIP BOARD

Name	Owner Mailing Address	Property Address	Parcel Number
ANTHONY & DIXIE SCHEXNAILDRE	1633 SHORT RD	1000 SHORT RD	28-12-3-24-2425-000
DOUGLAS & DAWN KAISER	1525 SHORT RD	1525 SHORT RD	28-12-3-24-2421-000
KEITH & DALE JARZABKOWSKI	1530 SHORT RD	1530 SHORT RD	28-12-3-24-2815-000
BLAKE & ALISON PRATT	1542 SHORT RD	1542 SHORT RD	28-12-3-24-2814-000
KATHLEEN MORELAND & KRISTIN NOVAK	1551 SHORT RD	1551 SHORT RD	28-12-3-24-2422-000
BRIAN KEELER	1562 SHORT RD	1562 SHORT RD	28-12-3-24-2813-000
RANDY & SUE GOSEN	1582 SHORT RD	1582 SHORT RD	28-12-3-24-2812-000
RICHARD & AMY COLE	1591 SHORT RD	1591 SHORT RD	28-12-3-24-2424-001
KENNETH & KATHLEEN TAYLOR	1602 SHORT RD	1602 SHORT RD	28-12-3-24-2811-000
SCOTT MILLER	1630 SHORT RD	1630 SHORT RD	28-12-3-24-2810-000
ANTHONY & DIXIE SCHEXNAILDRE	1633 SHORT RD	1633 SHORT RD	28-12-3-24-2426-000
TAMARA J WENZEL REV LIV TRUST	1680 SHORT RD	1680 SHORT RD	28-12-3-24-2808-000
RITZ TRUST REVOCABLE TRUST	1685 SHORT RD	1685 SHORT RD	28-12-3-24-2427-000
ALBERT FONG	1696 SHORT RD	1696 SHORT RD	28-12-3-24-2806-000
CURTIS J & YVONNE D ROGERS TRUST	1709 SHORT RD	1710 SHORT RD	28-12-3-24-2429-000
LINDA HEFFEL	1710 SHORT RD	1711 SHORT RD	28-12-3-24-2805-000
GARY & DAANNA BENJAMIN	1730 SHORT RD	1730 SHORT RD	28-12-3-24-2804-000
MATTHEW LONSWAY	1737 SHORT RD	1737 SHORT RD	28-12-3-24-2430-000
DANIEL & AMANDA WOLGAST	1750 SHORT RD	1750 SHORT RD	28-12-3-24-2803-000
SCOTT & YVONNE RUNDELL	1770 SHORT RD	1770 SHORT RD	28-12-3-24-2802-000
CONNIE M SKENTZOS	1790 SHORT RD	1790 SHORT RD	28-12-3-24-2801-000
DUANE V KEMERER SR. INTER-VIVOS TST	7525 GEDDES RD	1810 SHORT RD	28-12-3-24-2001-003
W S & P M NANCARROW	1819 SHORT RD	1819 SHORT RD	28-12-3-24-2268-000
DAVID ALLEN KEMERER	1830 SHORT RD	1830 SHORT RD	28-12-3-24-2001-004
KENNETH & MARY SPICER TRUST	1835 SHORT RD	1835 SHORT RD	28-12-3-24-2269-000
TODD M SHARRAR	1848 SHORT RD	1848 SHORT RD	28-12-3-24-2001-001
IRENE WHITE	1859 SHORT RD	1859 SHORT RD	28-12-3-24-2270-000
WILLIAM J & CHARLOTTE SCHAFFER TRUST	1860 SHORT RD	1860 SHORT RD	28-12-3-24-2007-000
MICHAEL C WILLIAMS	1879 SHORT RD	1879 SHORT RD	28-12-3-24-2271-000

SHIRLEY A MASON TRUST	1899 SHORT RD	1899 SHORT RD	28-12-3-24-2272-000
BRIAN D & CHRISTINA M FELDMAN	1916 SHORT RD	1916 SHORT RD	28-12-3-24-2101-000
ANTHONY A NAPLES	1925 SHORT RD	1925 SHORT RD	28-12-3-24-2005-000
JOHN M BRADY ETAL	1954 SHORT RD	1954 SHORT RD	28-12-3-24-2102-000
DORIS MEATTE TRUST	1955 SHORT RD	1955 SHORT RD	28-12-3-24-2012-000
JAMES & AUBREY GORTON	1975 SHORT RD	1975 SHORT RD	28-12-3-24-2004-000
W & J E HEATH	7715 STATE RD	7715 STATE RD	28-12-3-24-2103-000
TAMARA J WENZEL REV LIV TRUST	1680 SHORT RD	SHORT RD	28-12-3-24-2807-000

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 3rd day of June, 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 3rd day of June, 2019.

Edward Brosowski, Clerk



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** June 3, 2019
- **SUBMITTED BY:** Al Fong, Deputy Chief
- **AGENDA TOPIC:** Approve the low bid of \$32,473 from McDonald Ford for a 2020 Ford Utility All Wheel Drive Police Interceptor patrol vehicle.
- **EXPLANATION OF TOPIC:** Bids were sent out to six dealership for a 2020 Ford Utility All Wheel Drive Police Interceptor patrol vehicle. Two bids came back, one from Signature Ford and the other from McDonald Ford. McDonald Ford was the lowest bid with \$32,473.00. The cost of the vehicle has been budgeted in the Capital Outlay and is within the budget.

Signature Ford was awarded the State bid for the Ford Utility All Wheel Drive Police Interceptor patrol vehicles with the lowest bid of \$32,774.00. This was the lowest of all the dealerships that had submitted for the State bid. Police departments may choose to purchase from Signature Ford for that price or seek bids from other dealerships as Ford does not protect Signature Ford, meaning Signature Ford is not the only dealership allowed to sell the vehicle.

The reason only two dealerships submitted a bid for our vehicle is that either they cannot beat the State bid or it's not worth their time and effort for a very marginal profit.

- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Copy of dealership bids.
- **POSSIBLE COURSES OF ACTION:** Approve, Amend, Deny or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by _____ supported by _____ to approve the low bid of \$32,473 from McDonald Ford for a 2020 Ford Utility All Wheel Drive Police Interceptor patrol vehicle.
- **ROLL CALL VOTE REQUIRED:** No.

05/17/19

2020 FORD POLICE INTERCEPTOR PATROL VEHICLE
BID OPENING

On Wednesday May 17, 2019 at 4:15 pm bids were opened for one (1) 2020 Ford Police Interceptor patrol vehicle in the presence of the below signed employees.

BID SUBMITTED BY:

VEHICLE BID:

Gorno Ford

None

McDonald Ford

\$ 32,473

Hagen Ford

None

Dean Arbor Ford

None

Signature Ford/Lincoln

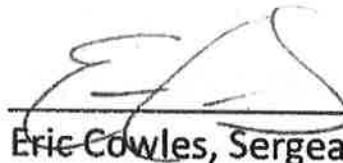
\$ 32,774

Wilson Ford

None



Al Fong, Deputy Chief



Eric Cowles, Sergeant



May 6, 2019

Thomas Township Police Department
Attn: Deputy Chief Al Fong
8215 Shields Drive
Saginaw, MI 48609

Dear Deputy Chief Al Fong:

Price on 2020 Vehicle Bid:

2020 Ford Police Interceptor Utility AWD in Black \$32,774.00 ea

Service Contract: 36,000 miles or 36 months factory bumper to bumper warranty and 100,000 miles or 60 months powertrain warranty.

Delivery date: About 120 days from receipt of your PO.

Order Cutoff Date: TBD.

Ford Motor Company does not guarantee delivery---Ford Motor Company will make reasonable efforts to schedule orders received prior to fleet order cut-off date.

Payment requirements: All departments to pay on delivery of vehicle. 10-day grace period will be given if previous arrangements have been made. An \$8.00 per day floor plan will be charged if payment is not at the dealership within 10 days of delivery of the vehicle (s).

If you have any questions please call me, 888-92-Fleet (888-923-5338).

Respectfully Submitted,

Bill Campbell

Bill Campbell
Government & Fleet Sales



6790 MIDLAND ROAD • FREELAND, MI 48623 • (989) 695-5566 • FAX: (989) 695-8172 • www.mcdonaldford.com

Thomas Township Police Department
8215 Shields Drive
Saginaw, MI 48609

May 08, 2019

Dear Chief Fong,

Please accept our bid for **\$32,473 plus applicable fees for the 2020 Ford Utility All Wheel Drive Police Interceptor patrol vehicle from McDonald Ford, Inc.**

This Vehicle is to standards and including:

- (3.3L V6 Ti-VCT)
- Agate Black (G1)
- Noise suppression bonds (Ground straps)
- Dark car feature
- Spot lamp LED- Driver only
- Badge delete (Police Interceptor Badge only)
- Rear Door Handles and locks inoperable and rear windows inoperable
- Remote Keyless Entry w/4 Key Fobs

We appreciate the opportunity to be of service to you and doing business with you and the community.

Most sincerely,

Tom McDonald, III

General Manager



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** June 3, 2019
- **SUBMITTED BY:** Rick Hopper, Director of Public Works
- **AGENDA TOPIC:** To approve the purchase of the BS&A Cemetery Software for \$5,520.00.
- **EXPLANATION OF TOPIC:** We have been organizing the various information we have regarding Owens Cemetery into our available computer databases for a couple of years now and we have found that we have a need for a centralized software base where all of the pertinent information that we have collected can be stored and readily accessed. The large amount of records associated with burials, foundations, ownership, rights of burials, obituaries, maintenance records, and grave status are currently scattered amongst several different computerized programs and a make-do fashion. This software package from BS&A will allow us to house all of this information into one database making research, data collection and record keeping much easier for us to maintain.

Currently, BS&A supplies software in "modules" and is used for other Township activities such as assessing, building permits, accounts payable and utility billing. Using BS&A for cemetery recordkeeping continues our practice of using the same software "brand" and minimizes the amount of training needed to learn how to operate a computerized program. It will also integrate into other Township related activities such as accounts payable seamlessly.

The cost for this software is \$5,550.00 and has been anticipated and budgeted for in this fiscal year's Cemetery Operating Supplies line item.

- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:**
- **POSSIBLE COURSES OF ACTION:** Approve, not approve, amend or table.
- **SUGGESTED/REQUESTED MOTION:** Motion by _____, supported by _____ to approve the purchase of the BS&A Cemetery Software for \$5,520.00.

ROLL CALL VOTE REQUIRED? No

TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** June 3, 2019
- **SUBMITTED BY:** Rick Hopper, Director of Public Works
- **AGENDA TOPIC:** To authorize American Excavating, Ltd. to pre-install individual, water services to the right-of-way in The Greens at Apple Mountain development for an amount not to exceed \$24,000.
- **EXPLANATION OF TOPIC:** The Greens Condominiums at Apple Mountain will have new water, sewer, storm, streets, curbing, guttering, cabling, electric, gas, phone and sidewalks installed as part of that 40-parcel development. American Excavating, Ltd. (American) has been hired by the developer to install most, if not all of those underground utilities. To minimize the future impact on an already completed residential development when a new water service is needed, I am interested in having at least some of the water service lines pre-installed to the right-of-way of the properties when the water main is installed. As new water customers are connected to the system in the future, these pre-established water service lines would preclude us from having to disturb the surrounding utilities, pavement and sidewalk areas and would lessen the restorative costs to the area once a water service is ordered by the property owner.

I have asked American to provide us with a proposal to install such service lines based on three different options. Option #1 would have American furnish all material, labor and equipment to install 40 service lines. Option #2 would have American furnish just the labor and equipment needed to install these same 40 services. Option #3 would have American furnish all material, labor and equipment to install 40 services, but collect a per-connection cost in the future as an invoiced payment once the water service is established. I believe the best option for Thomas Township is to authorize Option #2 which would provide the labor and equipment for installations at a cost of \$600.00 per service line. This amount is roughly 1/3 the current cost for the labor and equipment needed to install water service lines and represents the relative ease of installing these lines before paving and other utilities are installed, versus afterward. The Township would continue to provide all the materials needed to facilitate the service line installations because we can purchase those items at a discount and are tax-exempt.

Our initial plan is to have American only install those services that would need to cross a paved portion of the street or where there are a lot of other underground utilities. I am requesting authorization to possibly include all of the service lines because we do not know what the soil conditions are in the area and it may make sense for American to do all of the services at one time, especially if the underlying soils are overly difficult to excavate. As the new water main and other associated utilities are installed, we will have a better idea as to the soil stability and can better determine if we can complete some of the service line work on our own, when needed.

The connection costs have been planned for in this year's Water budget both on a revenue and expense side. If approved, the actual connection costs would be paid for out of the Water Fund, Contracted Connections line item. Once homeowners subscribe to the water service, we would recapture the service connection costs based on the current fee schedule.

- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** American Excavating Ltd. Proposal dated April 24, 2019.
- **POSSIBLE COURSES OF ACTION:** Approve, not approve, amend or table.
- **SUGGESTED/REQUESTED MOTION:** Motion by _____, supported by _____ to authorize American Excavating, Ltd. to pre-install individual, water services to the right-of-way in The Greens at Apple Mountain development for an amount not to exceed \$24,000.
- **ROLL CALL VOTE REQUIRED?** No.

American Excavating Ltd.

3389 Hack Rd.
Saginaw, MI 48601

Phone: (989) 752-4780

Fax (989) 752-4789

April 24, 2019

Mr. Rick Hopper
Director Public Works Department
249 N. Miller Rd.
Saginaw, MI 48609

Mr. Hopper, please review the three proposed options below for the water service installation for The Greens Condominium Development. Please feel free to contact me with any questions or concerns. I have also attached a draft form of the letter of understanding we typically execute with other municipalities.

Option #1: American Excavating to furnish **material, labor and equipment** for the installation of 40 EA water services from the main to the property line. All water services would be invoiced and paid for in full upon installation and acceptance by Thomas Township.

Material: \$28,382.00
Labor/Equipment: \$24,000.00
Total Cost: \$52,382.00

Option #2: American Excavating to furnish **labor and equipment** for the installation of 40 EA water services from the main to the property line. All water services would be invoiced and paid for in full upon installation and acceptance by Thomas Township.

Labor/Equipment: \$24,000.00
Total Cost: \$24,000.00

Option #3: American Excavating to furnish material, labor and equipment for the installation of 40 EA water services from the main to the property line. Water services will not be invoiced immediately to Thomas Township but will become due to American Excavating upon the collection/payment of the tap fee by Thomas Township. Thomas Township shall reimburse American Excavating the amount of \$1,440.00 per connection and make payment on a quarterly basis.

$\$1,440.00 \times 40 \text{ EA Connections} = \$57,600.00$
Total Cost: \$57,600.00

Respectfully,

Zac Birnbaum
American Excavating, Ltd.
3389 Hack Rd.
Saginaw, MI 48601
Cell: (989) 233-7141



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** June 3, 2019
- **SUBMITTED BY:** Russ Taylor, Township Manager
Deidre Frollo, Fiscal Services Director
- **AGENDA TOPIC:** Acknowledge and accept the sewer rate study as presented.
- **EXPLANATION OF TOPIC:** In August of 2018 the Township Board approved a service contract with Municipal Analytics to complete a sewer rate study. The current rates were instituted in the Spring of 2007. In order to keep up with increased operating and capital cost along with keeping the fund balance at an acceptable level to cover these costs the current rates need to be adjusted. We have worked closely with Municipal Analytics in providing the necessary information and have developed a 5 year rate plan. The rate structure will increase both the cost per 1,000/gallons and the ready to serve incrementally through 2024. Although this will be a five year structure the rates will be reviewed annually and adjustment would be presented to the board if needed.

The impact upon the users will be an average of 4.5%/year including the usage and ready to serve charge. The estimated bill for a customer using 15,000/gallons of sewer is estimated to increase \$3.20/quarter. The estimated increase for Hemlock Semi-Conductor is \$3,442.78/quarter based on 20 million gallons of usage.

Once the rate study is approved a Notice of Public Hearing will be published June 27, 2019 and an amendment to the fees resolution will be presented to the Township Board in July with an effective date for the rates of August 1, 2019.

- **MATERIAL ATTACHED AS SUPPORTING INFORMATION:**
None, the Sewer Rate Study was previously provided the Township Board.
- **POSSIBLE COURSES OF ACTION:** Approve, Amend, Deny or Table
- **SUGGESTED/REQUESTED MOTION:**
Motion by _____ supported by _____ to acknowledge and accept the sewer rate study as presented
- **ROLL CALL VOTE REQUIRED?** No



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** June 3, 2019
- **SUBMITTED BY:** Chief Mike Cousins
- **AGENDA TOPIC:** Approve Resolution 19-14 authorizing the Fire Department to apply for the Risk Reduction Grant under the Michigan Township Participating Plan
- **EXPLANATION OF TOPIC:** The Fire Department would like to apply for a Risk Reduction Grant under the Michigan Township Participating Plan. As part of the grant criteria, it requires a Resolution from the Township Board indicating their approval and support. I am planning to submit for the replacement of garage door openers to include “eye devices” for safety to prevent the doors from striking anyone or our vehicles.

I have not budgeted for this expense but plan to submit for this grant to help fund a portion of it. The project cost is projected to be around \$8,500.00. I would propose that the Township fund \$3,500.00 of this project and the remaining \$5,000.00 be funded through the grant, which is the maximum allowed. I believe the probability of receiving the grant is high, but understand the grant is open to the entire State.

- **POSSIBLE COURSES OF ACTION:** Approve, Deny, Amend or Table
- **SUGGESTED/REQUESTED MOTION:** Motion by _____, supported by _____, to approve a Resolution 19-14 authorizing the Fire Department to apply for the Risk Reduction Grant under Michigan Township Participating Plan.
- **ROLL CALL VOTE REQUIRED?** Yes

**THOMAS TOWNSHIP
RESOLUTION 19-14
APPROVAL OF THE THOMAS TOWNSHIP FIRE DEPARTMENT
TO APPLY FOR THE RISK REDUCTION GRANT UNDER THE MICHIGAN
TOWNSHIP PARTICIPATING PLAN**

At a regular meeting of the Board of Trustees of the Township of Thomas, held on the 3rd day of June 2019 at 7 o'clock p.m. Michigan Time.

PRESENT: _____

ABSENT: _____

The following preamble and resolution were offered by _____ and supported by _____.

WHEREAS, Thomas Township is a member of the Michigan Township Participating Plan and is eligible to apply for and supports the application for the Risk Reduction Grant Program; and

WHEREAS, the grant will be used to replace the garage door openers to include "eye devices" for safety to prevent the doors from striking fire fighters and equipment; and

WHEREAS, Thomas Township supports any attempt to reduce or eliminate any damage to Township equipment, property or personal injury; and

THEREFORE BE IT RESOLVED, the Thomas Township Board of Trustees authorizes the Fire Chief, on behalf of Thomas Township, to apply for the Risk Reduction Grant under the Michigan Township Participating Plan Program.

Ayes: _____

Nays: _____

Abstention: _____

Absent: _____

The Township Supervisor declared the motion carried and the resolution was duly adopted.

Robert Weise, Supervisor

CERTIFICATE

I, EDWARD BROSOFSKI, the duly elected and acting Clerk of the Thomas Township Board of Trustees, hereby certify that the foregoing resolution was adopted by the Thomas Township Board of Trustees of said Township at the regular meeting of said Commission held on June 3, 2019, at which meeting a quorum was present, by a roll call vote of said members and hereinafter set forth; that said resolution was ordered to take immediate effect.

Edward Brosowski, Clerk



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** June 3, 2019
- **SUBMITTED BY:** Russ Taylor, Township Manager
- **AGENDA TOPIC:** Approve the proclamation to honor retiring Police Chief Steve Kocsis for his thirty years of service to Thomas Township.
- **EXPLANATION OF TOPIC:** Chief Kocsis has served Thomas Township for nearly thirty years. His official retirement date is set for June 28th, 2019. For the large majority of that time he has served as Police Chief. In the last thirty years, his department has transitioned from a part-time force to a full service, full-time staff. He has also lead the implementation of countless changes in police procedures, training, technology and various other facets of the department. His leadership has been one of the key factors that have made the Thomas Township Police Department a highly respected police agency throughout the County and State. In honor of his service, dedication and accomplishments, the attached proclamation is proposed for the Board's consideration.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Proclamation.
- **POSSIBLE COURSES OF ACTION:** Approve, Amend, Deny or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by _____ supported by _____ to approve the proclamation to honor retiring Police Chief Steve Kocsis for his thirty years of service to Thomas Township.
- **ROLL CALL VOTE REQUIRED:** Yes.

PROCLAMATION 19-13
HONORING RETIRING CHIEF STEVEN KOCSIS
FOR HIS THIRTY YEARS OF SERVICE TO THOMAS TOWNSHIP

WHEREAS, Mr. Steven Kocsis was born in Flint, Michigan before moving to Saginaw at the age of eighteen. Steve began his career as a Police Officer with the Buena Vista Police Department in 1974 at the age of 18 years 3 months, making him the youngest Police Officer in Michigan history; and

WHEREAS, Steve was promoted to Sergeant in 1978. After a two year hiatus between 1985 and 1987, Steve returned as an officer for Saginaw Valley State University and then relocated to Thomas Township in 1989. In 1990, after less than a year of employment, Steve was promoted to Police Chief; and

WHEREAS, Steve's service from 1990-2019 was distinguished by the expansion of the Police Department from 2 full-time and 4 part-time officers to 8 full-time officers.

WHEREAS, Steve has always demonstrated a strong commitment to his profession and the professional development of those around him. He served as the President of the Saginaw County Police Chiefs Association for 15 years, President of the Central Michigan Association of Chiefs of Police for 10 years and District 10 Representative with the Michigan Association of Chiefs of Police for 7 years; and

WHEREAS, Steve has been married over 40 years to his lovely wife Sharon and together they have raised one child: Aaron, who is a 17 year veteran Police Officer currently serving with the Tittabawassee Police Department. Aaron's family includes his wife Kelly and two daughters, Ella and Emma; and

WHEREAS, Steve's dedication, creative mind, visionary thinking, easy going manner, likeability and most importantly his integrity are his trademarks and will be fondly remembered by everyone he has served; and

NOW THEREFORE BE IT RESOLVED, that the Thomas Township Board of Trustees, along with the Township Manager, do hereby issue this Proclamation to Steven Kocsis in recognition of his many achievements, and we extend our gratitude and appreciation to Steve for his many years of exemplary service as Police Chief. We congratulate him for a job well done and wish him continued success and happiness as he retires.

BE IT FURTHER RESOLVED, that this expression of recognition be documented in the minutes of this meeting as a permanent record and duly inscribed upon parchment as a Proclamation and presented to him.

Dated: June 3, 2019

Robert Weise, Township Supervisor

Russell Taylor, Township Manager



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** June 3, 2019
- **SUBMITTED BY:** Russ Taylor, Township Manager
- **AGENDA TOPIC:** Authorize the purchase of a new Flygt pump, along with its installation by JE Green in Lift Station #4 for a total cost of \$28,765.00.
- **EXPLANATION OF TOPIC:** Following is the excerpt from my weekly report on 5/17/19 pertaining to the replacement of the second failed pump at the Madeline Drive lift station #4: *"The Madeline Drive lift station #4 located on the southeast corner of Madeline and Sue Drive is the third most active station in the Township's sewer system. It serves the largest residential population of the Township. The Board approved at the May meeting rebuilding one of the pumps from the station. A few days later, a second pump failed. The station itself runs on two pumps with a third that is kept on a shelf until it is needed. At this point, we are down to a single pump. I am including as an attachment a memo from Rick that describes the situation in more detail, along with the solution. Frankly, this is a very unusual scenario. The continual operation of the station is absolutely critical. If it fails and causes the system to back up, it will fill hundreds of residential basements that are connected to it. Thus, when I returned from vacation this week, Rick presented the situation to me. Both he and I reviewed it with Bob, and determined that we needed to get a new pump ordered for the station, along with repairing the existing pump. The cost of the new pump exceeds my authority; however, in light of the situation I felt it was necessary to order it immediately and I did affirm this with Bob. I will place the item on the upcoming Board agenda to receive the Board's post-approval, but if you want a special board meeting to consider the question or other thoughts, please let me know immediately and I will make arrangements for a special board meeting. Thank you."*

I have also included Rick's memo again as an attachment. The only other thing that I would add is that I am thankful that we Rick found a quick solution and that we moved quickly on it. As a result, the station was running at full capacity when we had the deluge of rain last weekend that would have without a doubt overwhelmed the station and certainly caused multiple basements to have backup water. So, thank you for recognizing the unique circumstances of this situation and permitting us to move forward with the solution.

- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** DPW Director, Rick Hopper Memo dated 5/15/19.
- **POSSIBLE COURSES OF ACTION:** Approve, Amend, Deny or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by _____ supported by _____ to authorize the purchase of a new Flygt pump, along with its installation by JE Green in Lift Station #4 for a total cost of \$28,765.00.
- **ROLL CALL VOTE REQUIRED:** No.



MEMORANDUM

May 15, 2019

TO; Russ Taylor, Manager

FROM; Rick Hopper, Director of Public Works

SUBJECT; Madeline Street Pump Station Pump Repairs

The Madeline St. Pump Station is one of the primary pumping stations in our sewer system. On an average day, approximately 550,000 gallons (or 42% of all the sewage flow generated daily) is pumped directly through this station. Because of its importance to the system, the station is equipped with two pumps. A spare pump is held in inventory in the event we lose one of the two that are currently in service. In mid-March, we suffered a pump loss requiring the installation of that spare pump. On April 11, I received a quote for \$9,860 to repair this pump from Kennedy Industries. On May 6, I obtained approval from the Board to have this pump repaired.

On Thursday, May 9, we suffered another pump failure at this station. We believe that debris entered the pump during high flow conditions, partially jamming the pump's rotating mechanism and causing the pump's motor to short out. Since May 9, we have been operating this station on one pump that serves as both lead and lag pump, with our backup lift-station held in reserve as an emergency. On May 9, I called Kennedy Industries to get the repair going assuming that the turn-around repair time would be a week or less. Instead, I learned that the repair of that original pump will take at least 6 weeks. This is because the current pumps in question are Gorman Rupp "J" Series and are no longer made nor available, and some of the parts used in this pump have to be custom manufactured leading to long, expensive and extended repair times. Because of the nature of the current pump failure, I am assuming that the repair of this second pump will mimic the first. This predicament places us at a critical juncture and because of these issues, we have a couple of expensive decisions to make.

1. Repair the original pump at \$ 9,860.00.
 - a. This will take approximately 6 to 10 weeks to complete and will place this station at risk of failure between now and then.
 - b. This option would provide us with no spare pump.
 - c. ***TOTAL Estimated Costs: \$9,860.00 plus 6-10 weeks repair.***
2. Repair the original pump as well as the spare pump.
 - a. This will take approximately 6-10 weeks to complete the repair of the 2nd damaged pump from the date that it is received at the repair shop.
 - b. This option would provide us with a spare pump.
 - c. ***TOTAL Estimated Cost: \$19,720.00 plus an additional 6-10 weeks after delivery to the repair shop.***
3. Buy a new pump from Gorman Rupp.
 - a. Gorman Rupp does not make this particular pump anymore. A replacement pump would cost approximately \$ 25,740.00 and take 7-14 days to

deliver to the site and install. Some piping work would be necessary to retro-fit the new pump into the current station, so I am assuming the same budgetary amount I received from John E Green for pipefitting and demolition needed for Option 4.

- b. This option would not provide us with a back-up pump.
- c. ***TOTAL Estimated Costs; \$33,740.00 including piping adjustments plus 7-14 days for replacement.***

4. Buy a new pump from Flygt.

- a. Purchase a new Concenter Flygt Pump from Kennedy Industries and retro fit into the existing station. There are a couple of benefits to this particular pump design as it is field customizable to the required pumping needs of *any* particular station, as long as the pump's duty points fall between 1HP and 10 HP. It is also highly efficient and can be re-adapted in the field as the flow demands increase (or decrease) without actually physically changing the pump. The pump is currently in stock in Michigan and can be delivered to the site within days after the base has been modified for our use. The cost to purchase this pump is \$ 17,590.00. Installation and startup would be another \$ 2,375.00.
- b. If we choose this option, modification of the current piping would need to be completed. Kennedy would not be able to do this work. I have a budgetary quote from John E Green estimating 2 men, 2 days material and labor. The estimated pipe fitting cost is \$8,800. The final pipe fitting cost is expected to be less than this though.
- c. ***TOTAL Costs; \$28,765.00 including piping adjustments plus 2 weeks for replacement.***

The station's pump equipment is tentatively scheduled for replacement in FY 2023/2024. The controls were updated in 2016 and I am not expecting to replace the controls at that time. Because of the importance of this particular station, we need to decide on what action to take quickly.

Based on our discussion with the Supervisor, we decided to have one pump repaired as planned. Purchase a new Flygt Concenter pump from Kennedy Industries for \$ 19,965.00 plus hire JE Green to complete the piping modifications in the station's dry well to accommodate the new pump. In the future, we will budget for another new pump with installation and perhaps purchase a third pump to be used as a universal spare for this and most of our other stations.

These costs, regardless of action, have been unanticipated in our current operating budget. It is likely that a budget amendment would be needed to cover such costs. It is possible to see what can be done under the Township's insurance plan, but I have not contacted them as you and I have yet to discuss this further.