



****AMENDED AGENDA****

**THOMAS TOWNSHIP REGULAR BOARD MEETING
VIA TELECONFERENCE**

Per PA 267 OF 1976 (mcl 15,263)/PA 228 OF 220

And Local Emergency Declaration dated April 8, 2021, which extends the time to meet remotely to August 31, 2021, and to allow for participation during the public portion of the meeting.

May 3, 2021

7:00 P.M.

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

Access code: 482236#

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Consent Agenda
 - A. Approval of Board Minutes April 12, 2021.
 - B. Approval of Expenditures.
 - C. Approve the hiring of Kylar Vanderwall as a part-time probationary Fire Prevention Officer.
 - D. Approve amendments to Personnel Policy #901, Paid Time Off.
 - E. Approve amendments to Personnel Policy #918, Health Savings Account.
 - F. Approve amendments to Personnel Policy #919, Retiree Health Care Stipend.
 - G. Approve amendments to Personnel Policy #1003, Resignation and Voluntary Termination of Employment.
 - H. Receive and accept the resignation of Brian Foley from the Fire Department.
 - I. Approve amendments to Fire Department Policy #102F, Chain of Command.
6. Communications-Petitions-Citizen Comments

It is requested that you state your name and address for the record.
7. Public Hearing
 - A. None.
8. Unfinished Business
 - A. None.
9. New Business
 - A. Approve Resolution 21-06 authorizing the fire department to apply for the Par Plan Risk Reduction Grant to offset the cost to purchase security cameras for the Public Safety Building.
 - B. Approve the low bid by Barrett Sign for the amount of \$3,860.00 for the Nature Center entrance sign.
 - C. Approve the low bid by Chaos A.P. Screen Printing in the amount of \$10,370.50 for the purchase of shirts.
 - D. Approve Ordinance 21-Z-01 to change the zoning of parcel 28-12-3-23-3000-002 from A-1 to R-1.

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.

- E. Approve the low bid of \$5,100.00 by H&B Equipment for the purchase of a snowplow.
- F. Authorize Kennedy Industries to repair a pump from Pump Station 7 in the amount of \$9,960.
- G. Presentation by the Fiscal Services Director on the new water bill format.
- H. Approve Resolution 21-07, recognizing the State of Emergency by the Saginaw County Board of Commissioners and allowing virtual meetings until August 31, 2021.

10. Reports

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

11. Executive Session

- A. None

12. Adjournment

Thomas Township
Board of Trustee Meeting
Citizen Comment Instructions

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

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

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

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



THOMAS TOWNSHIP
REGULAR BOARD MEETING MINUTES
8215 Shields Drive, Saginaw, MI 48609
April 12, 2021
7:00 o'clock p.m.

1. The Regular Board Meeting was called to order at 7:00 p.m. by Supervisor Weise.
2. PRESENT: Weise, Brosofski, Witt, Sommers, Monahan, Thayer and DeLine
ABSENT: None

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

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

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

April 12, 2021
7:00 P.M.
Dial-in number (US): (844) 855-4444
Access code: 482236#

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Consent Agenda
 - A. Approval of Board Minutes March 1, 2021.
 - B. Approval of Expenditures.
 - C. Approve the promotion of Jean Lisee from probationary to regular, part-time Public Safety Secretary for the Fire Department.
 - D. Approve amendments to Personnel Policy #810, Dress Code Policy.
 - E. Approve amendments to Administrative Policy #700, Park Refunds.
 - F. Approve amendments to Administrative Policy #701, Park Late Fees.
 - G. Approve the revised job description for the DPW Director position.
6. Communications-Petitions-Citizen Comments

It is requested that you state your name and address for the record.
7. Public Hearing
 - A. None.
8. Unfinished Business
 - A. None.
9. New Business
 - A. Approve Resolution 21-05, the Investment/Withdrawal Authorization Resolution for the fiscal year 2021/2022.

- B. Approve an agreement with Spicer Engineering to survey Owen Cemetery and provide a GIS layer for our new cemetery management software.
 - C. Approve agreement with McDonald Ford to exchange three (3) 2020 F250 trucks for three (3) new 2021 F250 trucks for the DPW Fleet.
 - D. Approve insurance carriers for health, dental, vision and liability coverages.
 - E. Approve Text Amendment 20-G-02 amending the Thomas Township Cemetery Ordinance.
 - F. Approve the requested re-zoning of parcel #28-12-3-23-300-002 from its current A-1 zoning to R-1 zoning.
 - G. Approve amendments to Administrative Policy #900, Poverty Exemption Policy and Procedure.
 - H. Approve Administrative Policy #901, a new policy on tax exempt properties.
 - I. Approve purchasing a ladder truck for the Fire Department from Ferrara in the amount of \$723,417.00.
 - J. Approve Administrative Policy #703, a new policy on Park rentals.
 - K. Presentation by Rob Eggers of Spicer Group on the updated Master Plan.
 - L. Discuss local State of Emergency as declared by Saginaw County as it relates to future public meeting formats.
10. Reports

<ol style="list-style-type: none"> A. Supervisor B. Clerk C. Treasurer D. Manager 	<ol style="list-style-type: none"> E. Community Development F. DPW G. Finance H. Fire Dept. 	<ol style="list-style-type: none"> I. Police Dept. J. Parks & Recreation K. Board Members
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 11. Executive Session
 - A. None
 12. Adjournment
5. It was moved by Sommers, seconded by Witt to approve the consent agenda as presented. Motion carried unanimously.
 - A. Approval of Township Board minutes from the regular meeting 03/01/2021.
 - B. Expenditures consisting of:

Clearing Fund	\$3,410.16
General Fund	616,308.30
Christopher Thompson Funds	0.00
Public Safety-Fire Department	28,678.90
Fire Apparatus	1,018.86
Public Safety-Police Department	25,423.10
Public Safety-Drug Law Enforcement	0.00
Downtown Development Authority	10,073.97
Road Revolving Fund	0.00
Sewer Fund	117,013.71
Water Fund	315,384.62
Municipal Refuse	83,224.19
Special Flood	0.00
Tax	4,270,531.79
 - C. Approve the promotion of Jean Lisee from probationary to regular, part-time Public Safety Secretary for the Fire Department.
 - D. Approve amendments to Personnel Policy #810, Dress Code Policy.
 - E. Approve amendments to Administrative Policy #700, Park Refunds.
 - F. Approve amendments to Administrative Policy #701, Park Late Fees.
 - G. Approve the revised job description for the DPW Director position.
 6. Communications-Petitions-Citizen Comments
 - A. None.
 7. Public Hearing
 - A. None.
 8. Unfinished Business
 - A. None.

9. New Business

- A. It was moved by Brosowski, seconded by DeLine to approve Resolution 21-05, the Investment/Withdrawal Authorization Resolution for the fiscal year 2021/2022.

Roll Call:

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

Absent: None

Nays: None

Abstain: None

Resolution adopted.

- B. It was moved by Witt, seconded by Sommers to approve an agreement with Spicer Engineering to survey Owen Cemetery and provide a GIS layer for our new cemetery management software. Motion carried unanimously.
- C. It was moved by DeLine, seconded by Monahan to approve an agreement with McDonald Ford to exchange three 2020 F250 trucks for three new 2021 F250 trucks for the DPW Fleet. Motion carried unanimously.
- D. It was moved by Thayer seconded by DeLine to approve insurance carriers for health, dental, vision and liability coverages. Motion carried unanimously.
- E. It was moved by Sommers seconded by Brosowski to approve Text Amendment 21-G-02 amending the Thomas Township Cemetery Ordinance.
- Roll Call:
- Ayes: Thayer, Sommers, Monahan, DeLine, Witt, Weise, Brosowski
- Absent: None
- Nays: None
- Abstain: None
- Text Amendment adopted.
- F. It was moved by Witt seconded by Monahan to approve the requested re-zoning of parcel #28-12-3-300-002 from its current A-1 zoning to R-1 zoning. Motion carried unanimously.
- G. It was moved by Sommers seconded by DeLine to approve amendments to Administrative Policy #900, Poverty Exemption Policy and Procedure. Motion carried unanimously.
- H. It was moved by Witt seconded by Brosowski to approve Administrative Policy #901, a new policy on tax exempt properties. Motion carried unanimously.
- I. It was moved by Witt seconded by Brosowski to approve purchasing a ladder truck for the Fire Department from Ferrara in the amount of \$723,417.00. Motion carried unanimously.
- J. It was moved by DeLine, seconded by Monahan, to approve administrative Policy #703, a new policy on Park Rentals. Motion carried unanimously.
- K. A presentation was given by Rob Eggers of the Spicer Group on the updated Master Plan.
- L. It was moved by Witt, seconded by DeLine to hold all Township meetings virtually until August 31, 2021, under the Local State of Emergency declared by the Saginaw County Board of Commissioners on April 8, 2021, with the option of attending in-person. Motion carried unanimously.

10. Report of Officers and Staff:

- A. Supervisor's Report – None.
- B. Clerk's Report – A Special Election for Freeland Community School District will be held on May 4, 2021.
- C. Treasurer's Report - None.

- D. Manager's Report - None.
 - E. Receive and file Community Development Reports.
 - F. Receive and file the DPW Report.
 - G. Receive and file the Finance Department Report.
 - H. Receive and file the Fire Department Report. Chief Cousins informed the Board of a Thomas Township Fire Department recruitment campaign taking place.
 - I. Receive and file the Police Department Report. Chief Fong reported that a speed surveillance program took place on Geddes over a one-week period with results provided.
 - J. Receive and file the Parks and Recreation Report.
 - K. Board Member Reports – None.
11. Executive Session:
- A. None
12. It was moved by Brosowski, seconded by Sommers to adjourn the meeting at 7:46 p.m. Motion carried unanimously.

Edward Brosowski, Clerk

Dated



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** May 3, 2021
- **PERSON SUBMITTING:** Deidre Frollo, Fiscal Services Director
- **AGENDA TOPIC:** Approval of Expenditures
- **EXPLANATION OF TOPIC FOR BOARD MEMBERS:**
The Appropriations Act passed in March Appropriated total funds for the 2021/2022 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 \$3,050.95. 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 \$1,356,178.95 with individual fund totals as follows:

Clearing Fund	3,090.16
General Fund.....	58,431.09
Christopher Thompson Funds.....	0.00
Public Safety - Fire Department.....	48,332.83
Fire Apparatus	733,662.78
Public Safety - Police Department	31,240.43
Public Safety - Drug Law Enforcement	0.00
Downtown Development Authority.....	2,518.25
Road Revolving Fund.....	0.00
Sewer Fund	84,146.88
Water Fund	274,547.23
Municipal Refuse	120,209.30
Tax.....	0.00

As shown on checks #63792-63892

JOURNALIZED

PAID - CHECK TYPE: PAPER CHECK

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 100 CLEARING FUND					
Dept 000					
100-000-231.716	DUE TO BC/BS UNICN CO-INS		BLUE CROSS BLUE SHIELD O HEALTH/VISION	3,057.86	63797
100-000-231.717	LIBRARY HEALTH INS CO-PAY		BLUE CROSS BLUE SHIELD O HEALTH/VISION	32.50	63797
			Total For Dept 000	3,090.16	
			Total For Fund 100 CLEARING FUND	3,090.16	
Fund 101 GENERAL OPERATING FUND					
Dept 000					
101-000-040.716	ACCOUNTS RECEIVABLE HEALTH IN		BLUE CROSS BLUE SHIELD O HEALTH INSURANCE	12.35	63796
101-000-040.716	ACCOUNTS RECEIVABLE HEALTH IN		BLUE CROSS BLUE SHIELD O HEALTH/VISION	310.52	63797
101-000-040.716	ACCOUNTS RECEIVABLE HEALTH IN		DELTA DENTAL	119.46	63801
101-000-217.000	DUE TO OTHER FUNDS DEL'Q PERS		DELTA COLLEGE	6.75	63838
101-000-217.000	DUE TO OTHER FUNDS DEL'Q PERS		SAGINAW COUNTY TREASURER	18.31	63864
101-000-217.000	DUE TO OTHER FUNDS DEL'Q PERS		SAGINAW ISD	10.21	63866
101-000-217.000	DUE TO OTHER FUNDS DEL'Q PERS		SWAN VALLEY SCHOOL DISTR	87.59	63871
101-000-217.000	DUE TO OTHER FUNDS DEL'Q PERS		THOMAS TWP FIRE EQUIPMEN	0.82	63872
101-000-217.000	DUE TO OTHER FUNDS DEL'Q PERS		THOMAS TWP GENERAL FUND	3.12	63873
101-000-217.000	DUE TO OTHER FUNDS DEL'Q PERS		THOMAS TWP LIBRARY	1.45	63874
101-000-217.000	DUE TO OTHER FUNDS DEL'Q PERS		THOMAS TWP PUBLIC SAFETY	2.13	63875
101-000-217.000	DUE TO OTHER FUNDS DEL'Q PERS		THOMAS TWP PUBLIC SAFETY	4.52	63876
101-000-447.000	PROPERTY TAX ADMINISTRATION F		SAGINAW COUNTY TREASURER	18.54	63864
101-000-449.000	MOBILE HOME FEES		EDGEWOOD 181 LOTS APRIL 2021	90.50	63864
101-000-449.000	MOBILE HOME FEES		SAGINAW COUNTY TREASURER	102.50	63864
101-000-449.000	MOBILE HOME FEES		SAGINAW COUNTY TREASURER	362.00	63865
101-000-449.000	MOBILE HOME FEES		SAGINAW COUNTY TREASURER	410.00	63865
			Total For Dept 000	1,560.97	
Dept 101 BOARD-LEGISLATIVE					
101-101-802.000	LEGAL SERVICES		LEGAL SERVICES	375.00	6381C
101-101-900.000	LEGAL NOTICES		PUBLIC NOTICES/PUBLIC HEARING	233.52	63854
101-101-910.000	INSURANCE GENERAL LIABILITY		MY MEMBER INSURANCE AGEN COMMERCIAL PKG RENEWAL W/TERRORISM/MC	213.08	63853
			Total For Dept 101 BOARD-LEGISLATIVE	821.60	
Dept 172 MANAGER-ADMINISTRATIVE					
101-172-716.000	HEALTH INSURANCE		BLUE CROSS BLUE SHIELD O HEALTH/VISION	1,742.32	63797
101-172-716.100	VISION/SHORT TERM DISAB/LIFE		BLUE CROSS BLUE SHIELD O HEALTH/VISION	21.46	63797
101-172-716.100	DENTAL INSURANCE		MADISON NATIONAL LIFE	79.70	63805
101-172-716.200			DELTA DENTAL	147.12	63801
101-172-716.300	PROFESSIONAL SERVICES		MADISON NATIONAL LIFE	24.58	63805
101-172-817.000	INSURANCE GENERAL LIABILITY		CHILD & FAMILY SERVICES	33.17	63833
101-172-910.000			MY MEMBER INSURANCE AGEN COMMERCIAL PKG RENEWAL W/TERRORISM/MC	501.76	63855
			Total For Dept 172 MANAGER-ADMINISTRATIVE	2,550.11	
Dept 191 ELECTIONS					
101-191-740.000	OPERATING SUPPLIES		PRINTING SYSTEMS INC	531.85	63813
101-191-740.000	OPERATING SUPPLIES		U. S. POSTAL SERVICE	122.50	63880
101-191-910.000	INSURANCE GENERAL LIABILITY		MY MEMBER INSURANCE AGEN COMMERCIAL PKG RENEWAL W/TERRORISM/MC	90.72	63855
			Total For Dept 191 ELECTIONS	745.47	
Dept 215 CLERK					
101-215-716.000	HEALTH INSURANCE		BLUE CROSS BLUE SHIELD O HEALTH/VISION	490.09	63797
101-215-716.100	VISION/SHORT TERM DISAB/LIFE		BLUE CROSS BLUE SHIELD O HEALTH INSURANCE	6.32	63796
101-215-716.100			MADISON NATIONAL LIFE	55.40	63805

JOURNALIZED

PAID - CHECK TYPE: PAPER CHECK

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL OPERATING FUND					
Dept 215 CLERK					
101-215-716.200	DENTAL INSURANCE	DELTA DENTAL	APRIL 2021 PREMIUM	147.12	63801
101-215-716.300		MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	14.34	63805
101-215-817.000	PROFESSIONAL SERVICES	CHILD & FAMILY SERVICES	EMPLOYEE ASSISTANCE PROGRAM	33.17	63833
101-215-900.100	PUBLICATIONS	REIMOLD PRINTING CORPORA	NEWSLETTER - SPRING 2021	2,012.52	63859
101-215-910.000	INSURANCE GENERAL LIABILITY	MY MEMBER INSURANCE AGEN	COMMERCIAL PKG RENEWAL W/TERRORISM/MC	292.40	63855
		Total For Dept 215 CLERK		3,051.36	
Dept 253 TREASURER-FINANCE DEPARTMENT					
101-253-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIELD O	HEALTH/VISION	1,455.95	63797
101-253-716.100	VISION/SHORT TERM DISAB/LIFE	BLUE CROSS BLUE SHIELD O	HEALTH INSURANCE	12.96	63796
101-253-716.100	VISION/SHORT TERM DISAB/LIFE	BLUE CROSS BLUE SHIELD O	HEALTH/VISION	21.16	63797
101-253-716.100		MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	119.57	63805
101-253-716.200	DENTAL INSURANCE	DELTA DENTAL	APRIL 2021 PREMIUM	171.78	63801
101-253-716.300		MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	32.00	63805
101-253-740.000	OPERATING SUPPLIES	QUILL CORPORATION	OFFICE SUPPLIES	13.80	63814
101-253-740.000	OPERATING SUPPLIES	QUILL CORPORATION	OFFICE SUPPLIES	107.99	63814
101-253-810.000	CONTRACTED SERVICES	ISOLVED BENEFIT SERVICES	COVID-19 EXTENSION	15.00	63844
101-253-817.000	PROFESSIONAL SERVICES	CHILD & FAMILY SERVICES	EMPLOYEE ASSISTANCE PROGRAM	99.51	63833
101-253-910.000	INSURANCE GENERAL LIABILITY	MY MEMBER INSURANCE AGEN	COMMERCIAL PKG RENEWAL W/TERRORISM/MC	679.56	63855
		Total For Dept 253 TREASURER-FINANCE DEPARTMENT		2,729.28	
Dept 257 ASSESSING					
101-257-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIELD O	HEALTH/VISION	490.86	63797
101-257-716.100	VISION/SHORT TERM DISAB/LIFE	BLUE CROSS BLUE SHIELD O	HEALTH INSURANCE	1.80	63796
101-257-716.100	VISION/SHORT TERM DISAB/LIFE	BLUE CROSS BLUE SHIELD O	HEALTH/VISION	8.86	63797
101-257-716.100		MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	22.87	63805
101-257-716.200	DENTAL INSURANCE	DELTA DENTAL	APRIL 2021 PREMIUM	88.27	63801
101-257-716.300		MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	6.04	63805
101-257-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	33.71	63870
101-257-817.000	PROFESSIONAL SERVICES	CHILD & FAMILY SERVICES	EMPLOYEE ASSISTANCE PROGRAM	49.75	63833
101-257-910.000	INSURANCE GENERAL LIABILITY	MY MEMBER INSURANCE AGEN	COMMERCIAL PKG RENEWAL W/TERRORISM/MC	798.29	63855
		Total For Dept 257 ASSESSING		1,500.45	
Dept 265 BUILDING & GROUNDS					
101-265-740.000	OPERATING SUPPLIES	U. S. POSTAL SERVICE	BULK POSTAGE - APRIL NEWSLETTER	1,308.96	63880
101-265-810.100	CONTRACTED SERVICES	SHRED EXPERTS	DOCUMENT SHREDDING	45.00	63815
101-265-850.000		123.NET	TELEPHONE SERVICE	118.80	63792
101-265-910.000	INSURANCE GENERAL LIABILITY	MY MEMBER INSURANCE AGEN	COMMERCIAL PKG RENEWAL W/TERRORISM/MC	4,249.88	63855
101-265-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 239 MILLER CT	31.41	63887
101-265-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 8270 GRATIOT RD	22.18	63887
101-265-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 101 LUTZKE RD	22.53	63887
101-265-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 6909 GRATIOT RD	31.96	63887
101-265-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 7863 GRATIOT RD	24.17	63887
101-265-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 229 N MILLER RD	608.13	63887
101-265-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 249 N MILLER RD	767.09	63887
101-265-936.000	MAINTENANCE AGREEMENTS	BRADYS BUSINESS SYSTEM	CANON - C5255 - 04/14/21-05/13/21 - O	420.68	63831
		Total For Dept 265 BUILDING & GROUNDS		7,650.79	
Dept 276 CEMETERY					
101-276-810.100	CONTRACTED SERVICES	OTTO BRANDT	LEGAL SERVICES	340.00	63810
101-276-910.000	INSURANCE GENERAL LIABILITY	MY MEMBER INSURANCE AGEN	COMMERCIAL PKG RENEWAL W/TERRORISM/MC	160.52	63855
101-276-940.100	EQUIPMENT RENTAL	R.B. SATKOWIAK'S CITY SEW	2395 N RIVER RD - PORTABLE TOILET RNT	90.00	63858

GL Number	Invoice Line Desc	Vendor	PAID - CHECK TYPE: PAPER CHECK JOURNALIZED	Invoice Description	Amount	Check #
Fund 101 GENERAL OPERATING FUND						
Dept 276 CEMETERY						
Dept 282 GREAT LAKES TECH PARK MTCE	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 351 N GRAHAM RD		590.32	63887
101-282-920.000					376.45	
Total For Dept 282 GREAT LAKES TECH PARK MTCE					376.45	
Dept 371 COMMUNITY DEVELOPMENT						
101-371-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIELD O	HEALTH/VISION		2,039.16	63797
101-371-716.100	VISION/SHORT TERM DISAB/LIFE	BLUE CROSS BLUE SHIELD O	HEALTH INSURANCE		12.82	63796
101-371-716.100	VISION/SHORT TERM DISAB/LIFE	BLUE CROSS BLUE SHIELD O	HEALTH/VISION		23.05	63797
101-371-716.100		MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D		95.28	63805
101-371-716.200	DENTAL INSURANCE	DELTA DENTAL	APRIL 2021 PREMIUM		323.56	63801
101-371-716.300		MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D		27.30	63805
101-371-740.000	OPERATING SUPPLIES	PRINT EXPRESS OFFICE PRO	NAME PLATE - K&E T&Z		12.00	63812
101-371-802.000	LEGAL SERVICES	OTTO BRANDT	LEGAL SERVICES		160.00	63810
101-371-817.000	PROFESSIONAL SERVICES	CHILD & FAMILY SERVICES	EMPLOYEE ASSISTANCE PROGRAM		49.75	63833
101-371-900.000	LEGAL NOTICES	MLIVE MEDIA GROUP	PUBLIC NOTICES/PUBLIC HEARING		547.04	63854
101-371-910.000	INSURANCE GENERAL LIABILITY	MY MEMBER INSURANCE AGEN	COMMERCIAL PKG RENEWAL W/TERRORISM/MC		2,114.82	63855
101-371-938.100	GAS & DIESEL FUEL	WEX INC	GAS/DIESEL FUEL		28.50	63821
Total For Dept 371 COMMUNITY DEVELOPMENT					5,433.18	
Dept 421 CONSTRUCTION CODES						
101-421-715.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIELD O	HEALTH/VISION		1,271.89	63797
101-421-715.100	VISION/SHORT TERM DISAB/LIFE	BLUE CROSS BLUE SHIELD O	HEALTH INSURANCE		3.60	63796
101-421-715.100	VISION/SHORT TERM DISAB/LIFE	BLUE CROSS BLUE SHIELD O	HEALTH/VISION		11.96	63797
101-421-716.100		MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D		48.29	63805
101-421-716.200	DENTAL INSURANCE	DELTA DENTAL	APRIL 2021 PREMIUM		176.54	63801
101-421-716.300		MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D		13.69	63805
101-421-817.000	PROFESSIONAL SERVICES	CHILD & FAMILY SERVICES	EMPLOYEE ASSISTANCE PROGRAM		49.75	63833
101-421-910.000	INSURANCE GENERAL LIABILITY	MY MEMBER INSURANCE AGEN	COMMERCIAL PKG RENEWAL W/TERRORISM/MC		1,345.10	63855
Total For Dept 421 CONSTRUCTION CODES					2,920.82	
Dept 442 SIDEWALKS						
101-442-910.000	INSURANCE GENERAL LIABILITY	MY MEMBER INSURANCE AGEN	COMMERCIAL PKG RENEWAL W/TERRORISM/MC		226.01	63855
Total For Dept 442 SIDEWALKS					226.01	
Dept 444 STORM WATER MANAGEMENT						
101-444-817.000	PROFESSIONAL SERVICES	SAGINAW AREA STORM WATER	APRIL - JUNE 2021		1,770.61	63861
Total For Dept 444 STORM WATER MANAGEMENT					1,770.61	
Dept 448 STREET LIGHTING						
101-448-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - STREET LIGHTS		3,752.17	63800
101-448-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 48509 LED LIGHT RD		1,212.53	63800
Total For Dept 448 STREET LIGHTING					4,964.70	
Dept 752 ADMINISTRATION						
101-752-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIELD O	HEALTH/VISION		1,610.69	63797
101-752-716.100	VISION/SHORT TERM DISAB/LIFE	BLUE CROSS BLUE SHIELD O	HEALTH/VISION		15.09	63797
101-752-716.100		MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D		101.87	63805
101-752-716.200	DENTAL INSURANCE	DELTA DENTAL	APRIL 2021 PREMIUM		188.31	63801
101-752-716.300		MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D		34.20	63805
101-752-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES		118.81	63870
101-752-817.000	PROFESSIONAL SERVICES	OTTO BRANDT	LEGAL SERVICES		30.00	63810
101-752-817.000	PROFESSIONAL SERVICES	CHILD & FAMILY SERVICES	EMPLOYEE ASSISTANCE PROGRAM		49.75	63833

PAID - CHECK TYPE: PAPER CHECK
Vendor Invoice Description

GL Number	Invoice Line Desc	Amount	Check #
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Fund 101 GENERAL OPERATING FUND
Dept 752 ADMINISTRATION

Dept 756 FACILITY ACQUISITION/CONSTRUC			
101-756-974.575	CAPITAL IMP. NATURE PRESERVE		63869
101-756-974.575	CAPITAL IMP. NATURE PRESERVE	2,450.00	63869
		595.00	

Total For Dept 756 FACILITY ACQUISITION/CONSTRUC 3,045.00

Dept 761 SWIM PROGRAMS			
101-761-930.000	REPAIRS/MAINTENANCE		63823
101-761-930.000	REPAIRS/MAINTENANCE	81.00	63823

Total For Dept 761 SWIM PROGRAMS 90.00

Dept 763 SOCCER			
101-763-740.000	OPERATING SUPPLIES	215.00	63863

Total For Dept 763 SOCCER 215.00

Dept 765 ADULT SOFTBALL			
101-765-740.000	OPERATING SUPPLIES	87.50	63883

Total For Dept 765 ADULT SOFTBALL 87.50

Dept 768 ARCHERY			
101-768-740.000	OPERATING SUPPLIES	120.00	63857
101-768-740.300	OPERATING SUPPLIES T-SHIRTS	224.20	63867
101-768-740.300	OPERATING SUPPLIES T-SHIRTS	42.00	63867

Total For Dept 768 ARCHERY 386.20

Dept 770 OPERATIONS & MAINTENANCE

101-770-910.000	INSURANCE GENERAL LIABILITY	12,383.65	63855
101-770-920.000	UTILITIES	87.77	63800
101-770-920.000	UTILITIES	92.24	63800
101-770-920.000	UTILITIES	258.26	63800
101-770-920.000	UTILITIES	111.47	63819
101-770-920.000	UTILITIES	111.47	63819
101-770-920.000	UTILITIES	17.98	63819
101-770-920.000	UTILITIES	102.58	63819
101-770-920.000	UTILITIES	112.83	63819
101-770-920.000	UTILITIES	376.45	63887
101-770-920.000	UTILITIES	92.06	63887
101-770-920.000	UTILITIES	190.27	63887
101-770-920.000	UTILITIES	8.91	63887
101-770-920.000	UTILITIES	40.87	63887
101-770-920.000	UTILITIES	85.00	63887
101-770-920.000	UTILITIES	48.58	63887
101-770-920.000	UTILITIES	102.10	63841
101-770-920.000	UTILITIES	158.00	63847
101-770-920.000	UTILITIES	48.00	63856
101-770-920.000	UTILITIES	190.00	63862
101-770-920.000	UTILITIES	20.00	63879
101-770-920.000	UTILITIES	367.39	63821

Total For Dept 770 OPERATIONS & MAINTENANCE 15,005.88

Dept 776 TRAIN

101-776-970.000	CAPITAL OUTLAY	560.47	63824
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PAID - CHECK TYPE: PAPER CHECK

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL OPERATING FUND					
Dept 776 TRAIN					
Fund 205 PUBLIC SAFETY-FIRE DEPARTMENT				560.47	
Dept 000				58,431.09	
205-000-716.000	HEALTH INSURANCE		BLUE CROSS BLUE SHIELD O HEALTH/VISION	1,740.30	63797
205-000-716.100	VISION/SHORT TERM DISAB/LIFE		BLUE CROSS BLUE SHIELD O HEALTH/VISION	25.19	63797
205-000-716.100			MADISON NATIONAL LIFE LIFE/DISABILITY/AD&D	103.73	63805
205-000-716.200	DENTAL INSURANCE		DELTA DENTAL	156.54	63801
205-000-716.300			MADISON NATIONAL LIFE LIFE/DISABILITY/AD&D	30.50	63803
205-000-740.000	OPERATING SUPPLIES		5 ALARM FIRE AND SAFETY OPERATING SUPPLIES - FIRE	142.46	63793
205-000-740.000	OPERATING SUPPLIES		BIOMEDICAL SOLUTIONS, IN DURACELL BATTERIES - FIRE	45.00	63793
205-000-740.000	OPERATING SUPPLIES		BOSS BUSINESS SOLUTION CS-CS307CI - OVERAGE CHRG - 12/27/20-	81.38	63793
205-000-740.000	OPERATING SUPPLIES		GALLS, LLC OPERATING SUPPLIES - FIRE	148.35	63803
205-000-740.000	OPERATING SUPPLIES		PRINT EXPRESS OFFICE PRO EMS REPORT	48.00	63812
205-000-740.000	OPERATING SUPPLIES		STAPLES ADVANTAGE OFFICE SUPPLIES	185.43	63816
205-000-740.000	OPERATING SUPPLIES		STAPLES ADVANTAGE OFFICE SUPPLIES	(2.60)	63816
205-000-740.000	OPERATING SUPPLIES		BIOMEDICAL SOLUTIONS, IN LITHIUM BATTERIES - FIRE	52.70	63830
205-000-740.000	OPERATING SUPPLIES		PRINT EXPRESS OFFICE PRO LETTERHEAD PAPER - FIRE	20.60	63856
205-000-740.000	OPERATING SUPPLIES		STAPLES ADVANTAGE OFFICE SUPPLIES	74.67	63870
205-000-740.000	OPERATING SUPPLIES		KIP VAUGHAN & SON AWNING NAVY BLUE FACE MASKS - FIRE	520.00	63891
205-000-742.000	UNIFORMS		NATIONAL MEDAL OF HONOR CUSTOM AWARD - PERSEVERANCE - FIRE	790.35	63807
205-000-804.000	MEMBERSHIP & DUES		INT L ASSOC. OF FIRE CHI MEMBERSHIP 2021 - M COUSINS	240.00	63843
205-000-810.100	CONTRACTED SERVICES		THOMAS TWP GENERAL FUND IT REIMBURSEMENT - FIRE	333.75	63818
205-000-810.100	CONTRACTED SERVICES		THOMAS TWP GENERAL FUND IT REIMBURSEMENT - FIRE	178.00	63873
205-000-817.000	PROFESSIONAL SERVICES		CHILD & FAMILY SERVICES EMPLOYEE ASSISTANCE PROGRAM	99.45	63833
205-000-836.000	EMPLOYMENT PHYSICALS		COVENANT OCCUPATIONAL EMPLOYEE PHYSICAL	368.00	63837
205-000-836.100	IMMUNIZATIONS		COVENANT OCCUPATIONAL EMPLOYEE TB TEST - FIRE	90.00	63837
205-000-850.000			123.NET TELEPHONE SERVICE	118.80	63792
205-000-850.000	TELEPHONE		COMMUNICATION CONSULTANT SET UP IP ADDRESS - FIRE	82.50	63835
205-000-910.000	INSURANCE GENERAL LIABILITY		MY MEMBER INSURANCE AGEN COMMERCIAL PKG RENEWAL W/TERRORISM/MC	22,188.66	63855
205-000-920.000	UTILITIES		CONSUMERS ENERGY CO UTILITY BILL - 48609 SIREN RD	21.90	63800
205-000-920.000	UTILITIES		THOMAS TWP WATER UTILITY BILL - 8215 SHIELDS DR	79.47	63877
205-000-920.000	UTILITIES		CONSUMERS ENERGY CO UTILITY BILL - 8215 SHIELDS DR	291.92	63887
205-000-920.000	UTILITIES		CONSUMERS ENERGY CO UTILITY BILL - 355 N MILLER RD	594.29	63887
205-000-920.000	UTILITIES		CONSUMERS ENERGY CO UTILITY BILL - 9970 DICE RD	450.86	63887
205-000-930.000	REPAIRS/MAINTENANCE		HONOR SECURITY INC REINSTALL DOOR HARDWARE - PB SAFETY B	270.00	63842
205-000-930.000	REPAIRS/MAINTENANCE		MIDLAND PAPER COMPANY OPERATING SUPPLIES - PB SAFETY BLDG	146.82	63852
205-000-930.100	REPAIRS & MAINTENANCE FS#1		NORTH AMERICAN OVERHEAD REPAIRS/MAINTENANCE - FIRE STTN #1 &	2,816.00	63808
205-000-930.100	REPAIRS & MAINTENANCE FS#1		ARIZONA HEATING & AC IN INSTALL RHEEM A/C PKG - FIRE STATION	3,800.00	63826
205-000-930.100	REPAIRS & MAINTENANCE FS#1		HOME DEPOT REPAIRS/MAINTENANCE	973.14	63841
205-000-930.200	REPAIRS & MAINTENANCE FS#2		NORTH AMERICAN OVERHEAD REPAIRS/MAINTENANCE - FIRE STTN #1 &	4,224.00	63808
205-000-938.000	VEHICLE EXPENSE		APOLLO FIRE EQUIPMENT REPAIR - E1 - FIRE	836.10	63794
205-000-938.000	VEHICLE EXPENSE		DON S WELDING REPAIR - REAR TAIL BOARD - E1 - FIRE	315.00	63802
205-000-938.300	VEHICLE EXPENSE		APOLLO FIRE EQUIPMENT REPAIR - E2 - 99KME - FIRE	1,330.78	63825
205-000-938.100	GAS & DIESEL FUEL		WEX INC GAS/DIESEL FUEL	763.29	63821
205-000-960.000	EDUCATION & TRAINING		CLARION EVENTS, INC/FDIC CONFERENCE - FIRE - WACHOWICZ	65.00	63799
205-000-970.000	CAPITAL OUTLAY		VALLEY GLASS COMPANY INSTALL ENTRY DOOR - PB SAFETY BLDG	3,492.50	63885
Total For Dept 000				48,332.83	
Total For Fund 205 PUBLIC SAFETY-FIRE DEPARTMENT				48,332.83	

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PAID - CHECK TYPE: PAPER CHECK

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund 206 FIRE APPARATUS

Dept 000					
206-000-970.000	CAPITAL OUTLAY	PHOENIX SAFETY OUTFITTER	UNIFORMS - TURNOUT COAT - FIRE	9,268.36	63811
206-000-970.000	CAPITAL OUTLAY	PHOENIX SAFETY OUTFITTER	UNIFORMS - DOUBLE JACKET HOSE - FIRE	977.42	63811
206-000-970.000	CAPITAL OUTLAY	FERRARA FIRE APPARATUS,I	HD77 DEMO H6619 - AERIAL FIRE TRUCK	10,000.00	63822
206-000-970.000	CAPITAL OUTLAY	FERRARA FIRE APPARATUS,I	77' RML MOUNTED ON AN "CINDER" CHASSI	713,417.00	63890
		Total For Dept 000		733,662.78	
		Total For Fund 206 FIRE APPARATUS		733,662.78	

Fund 207 PUBLIC SAFETY-POLICE

Dept 000					
207-000-607.100	COURT ORDERED FEES	STATE OF MICHIGAN	SOR REGISTRATION FEE	150.00	63817
207-000-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIELD O	HEALTH/VISION	7,418.49	63797
207-000-716.100	VISION/SHORT TERM DISAB/LIFE	BLUE CROSS BLUE SHIELD O	HEALTH INSURANCE	21.73	63796
207-000-716.100	VISION/SHORT TERM DISAB/LIFE	BLUE CROSS BLUE SHIELD O	HEALTH/VISION	114.35	63797
207-000-716.100		MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	416.40	63805
207-000-716.200	DENTAL INSURANCE	DELTA DENTAL	APRIL 2021 PREMIUM	1,080.45	63801
207-000-716.300		MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	132.45	63805
207-000-740.000	OPERATING SUPPLIES	BOSS BUSINESS SOLUTION	CS-CS307CI - OVERAGE CHRG - 12/27/20-	81.38	63798
207-000-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	15.76	63816
207-000-740.000	OPERATING SUPPLIES	AXON ENTERPRISE, INC	TASER CARTRIGES - POLICE	721.00	63827
207-000-740.000	OPERATING SUPPLIES	M&S PRINTMEDIA, INC	THERMAL ROLLS - POLICE	79.48	63846
207-000-740.000	OPERATING SUPPLIES	MIDLAND PAPER COMPANY	OPERATING SUPPLIES - PB SAFETY BLDG	146.82	63852
207-000-740.000	OPERATING SUPPLIES	PRINT EXPRESS OFFICE PRO	LETTERHEAD PAPER - POLICE	20.60	63856
207-000-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	49.99	63870
207-000-742.000	UNIFORMS	NYE UNIFORM COMPANY	UNIFORMS - POLICE	584.30	63809
207-000-802.000	LEGAL SERVICES	OTTO BRANDT	LEGAL SERVICES	590.00	63810
207-000-810.100	CONTRACTED SERVICES	SAGINAW COUNTY TREASURER	ARRANGMENTS MARCH 2021	35.70	63864
207-000-810.100	CONTRACTED SERVICES	THOMAS TWP GENERAL FUND	IT REIMBURSEMENT - POLICE	44.50	63873
207-000-817.000	PROFESSIONAL SERVICES	CHILD & FAMILY SERVICES	EMPLOYEE ASSISTANCE PROGRAM	265.44	63833
207-000-850.000		123.NET	TELEPHONE SERVICE	118.80	63792
207-000-910.000	INSURANCE GENERAL LIABILITY	MY MEMBER INSURANCE AGEN	COMMERCIAL PKG RENEWAL W/TERRORISM/MC	11,373.71	63855
207-000-920.000	UTILITIES	THOMAS TWP WATER	UTILITY BILL - 8215 SHIELDS DR	79.47	63877
207-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 8215 SHIELDS DR	291.93	63887
207-000-930.000	REPAIRS/MAINTENANCE	HONOR SECURITY INC	REINSTALL DOOR HARDWARE - PB SAFETY B	270.00	63842
207-000-938.000	VEHICLE EXPENSE	GARBER CHEVROLET	REPAIR 2016 FORD EXPLORER - POLICE -	52.55	63804
207-000-938.000	VEHICLE EXPENSE	TREIB INC	VEHICLE WASHES	28.00	63820
207-000-938.100	GAS & DIESEL FUEL	WEX INC	GAS/DIESEL FUEL	1,974.63	63821
207-000-960.000	EDUCATION & TRAINING	DEWOLF & ASSOCIATES	FTO PROGRAM APRIL 5-9, 2021 - FEDERS	1,590.00	63839
207-000-970.000	CAPITAL OUTLAY	VALLEY GLASS COMPANY	INSTALL ENTRY DOOR - PB SAFETY BLDG	3,492.50	63885
		Total For Dept 000		31,240.43	
		Total For Fund 207 PUBLIC SAFETY-POLICE		31,240.43	

Fund 248 Downtown Development Authority

Dept 000					
248-000-402.000	PROPERTY TAXES	SAGINAW COUNTY TREASURER	TAX ADJUSTMENTS - DDA - 01/01/2021-03	63.00	63864
248-000-740.650	SEASONAL BANNERS/HOLIDAY LIGH	BRONNERS CHRISTMAS WONDE	CHRISTMAS LIGHTS - TTBA	999.00	63832
248-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 239 MILLER CT	31.40	63887
248-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 8270 GRATIOT RD	22.19	63887
248-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 101 LUTZKE RD	22.52	63887
248-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 6909 GRATIOT RD	31.97	63887
248-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 7863 GRATIOT RD	24.17	63887
248-000-930.000	REPAIRS/MAINTENANCE	LEDDY ELECTRIC INC.	REPLACE LIGHT POLE - FRONT OF SHERWI	1,324.00	63845

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Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY
Dept 000

Fund 271 LIBRARY FUND						
Dept 000						
271-000-716.000	HEALTH INSURANCE			HEALTH/VISION	848.32	63797
271-000-716.000	HEALTH INSURANCE			DELTA DENTAL	41.19	63801
271-000-716.500	DISABILITY			UNUM %MBS	664.94	63881
271-000-728.000	CHILDRENS BOOKS - 2035830947			BAKER & TAYLOR	41.77	63829
271-000-728.100	ADULT BOOKS - 2035830656			BAKER & TAYLOR	261.92	63829
271-000-728.100	ADULT BOOKS - 74105609			GALE/CENGAGE LEARNING	58.38	63840
271-000-804.000	MEMBERSHIP & DUES			MICHIGAN LIBRARY ASSOCIA	476.57	63849
271-000-920.000	UTILITIES			CONSUMERS ENERGY CO	657.86	63887
Total For Dept 000					3,050.95	
Total For Fund 271 LIBRARY FUND					3,050.95	

Fund 590 SEWER FUND
Dept 536 ADMINISTRATION

590-536-716.000	HEALTH INSURANCE			BLUE CROSS BLUE SHIELD O	1,449.21	63797
590-536-716.100	VISION/SHORT TERM DISAB/LIFE			BLUE CROSS BLUE SHIELD O	15.18	63797
590-536-716.100	DENTAL INSURANCE			MADISON NATIONAL LIFE	71.55	63805
590-536-716.200				DELTA DENTAL	181.29	63801
590-536-716.300	OPERATING SUPPLIES			MADISON NATIONAL LIFE	22.18	63805
590-536-74C.000	OPERATING SUPPLIES			PRINT EXPRESS OFFICE PRO	54.30	63856
590-536-74C.000	CONTRACTED SERVICES			PRINT EXPRESS OFFICE PRO	103.00	63856
590-536-81C.000	CONTRACTED SERVICES			BRADYS BUSINESS SYSTEM	807.37	63831
590-536-81C.000				CANON - C5255 - 04/14/21-05/13/21 - O	22.25	63873
590-536-81C.000				THOMAS TWP GENERAL FUND		
Total For Dept 536 ADMINISTRATION					2,726.33	

Dept 540 OPERATIONS & MAINTENANCE

590-540-716.000	HEALTH INSURANCE			BLUE CROSS BLUE SHIELD O	1,236.97	63797
590-540-716.100	VISION/SHORT TERM DISAB/LIFE			BLUE CROSS BLUE SHIELD O	7.54	63796
590-540-716.100	DENTAL INSURANCE			BLUE CROSS BLUE SHIELD O	12.84	63797
590-540-716.200				MADISON NATIONAL LIFE	81.79	63805
590-540-716.300	OPERATING SUPPLIES			DELTA DENTAL	245.99	63801
590-540-740.000	PROFESSIONAL SERVICES			MADISON NATIONAL LIFE	23.39	63805
590-540-817.000	PROFESSIONAL SERVICES			U. S. POSTAL SERVICE	446.70	63880
590-540-817.000				CHILD & FAMILY SERVICES	116.13	63833
590-540-850.000	INSURANCE GENERAL LIABILITY			SPICER GROUP INC.	788.00	63869
590-540-910.000	UTILITIES			123.NET	118.79	63792
590-540-920.000	UTILITIES			MY MEMBER INSURANCE AGEN	16,496.53	63855
590-540-920.000	UTILITIES			CONSUMERS ENERGY CO	138.00	63800
590-540-920.000	UTILITIES			CONSUMERS ENERGY CO	2,538.10	63836
590-540-920.000	UTILITIES			CONSUMERS ENERGY CO	437.89	63887
590-540-920.000	UTILITIES			CONSUMERS ENERGY CO	153.05	63887
590-540-920.000	UTILITIES			CONSUMERS ENERGY CO	203.04	63887
590-540-920.000	UTILITIES			CONSUMERS ENERGY CO	154.43	63887
590-540-920.000	UTILITIES			CONSUMERS ENERGY CO	29.13	63887
590-540-920.000	UTILITIES			CONSUMERS ENERGY CO	63.44	63887
590-540-920.000	UTILITIES			CONSUMERS ENERGY CO	180.38	63887
590-540-920.000	UTILITIES			CONSUMERS ENERGY CO	23.13	63887

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Fund 590 SEWER FUND						
Dept 540 OPERATIONS & MAINTENANCE						
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO		UTILITY BILL - 9300 HIGHLAND GREEN DR	43.43	63887
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO		UTILITY BILL - 4530 N THOMAS RD	84.34	63887
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO		UTILITY BILL - 3200 N THOMAS RD	627.78	63887
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO		UTILITY BILL - 7768 MADELINE ST	453.26	63887
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO		UTILITY BILL - 1755 THUNDERBIRD DR	125.61	63887
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO		UTILITY BILL - 3944 N RIVER RD	74.90	63887
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO		UTILITY BILL - 2323 N RIVER RD	29.13	63887
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO		UTILITY BILL - 1505 N GLEANER RD	19.41	63887
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO		UTILITY BILL - 1928 N RIVER RD	59.03	63887
590-540-920.000	UTILITIES	CONSUMERS ENERGY CO		UTILITY BILL - 1505 N GLEANER RD UNIT	964.36	63887
590-540-930.000	REPAIRS/MAINTENANCE	MICHIGAN PIPE & VALVE		MAINTENANCE SUPPLIES - DPW	1,160.00	63806
590-540-930.000	REPAIRS/MAINTENANCE	HOME DEPOT		REPAIRS/MAINTENANCE	184.93	63841
590-540-930.000	REPAIRS/MAINTENANCE	LEDDY ELECTRIC INC.		REPAIR - PUMP STATION #1	172.00	63845
590-540-930.000	REPAIRS/MAINTENANCE	R.B. SATKOWIAK'S CITY SEW		FROST/KENNELLY	352.50	63858
590-540-930.000	REPAIRS/MAINTENANCE	R.B. SATKOWIAK'S CITY SEW		DICE RD/THOMAS RD	410.00	63858
590-540-930.000	REPAIRS/MAINTENANCE	R.B. SATKOWIAK'S CITY SEW		STARK LIFT STATION/9620 GRATIOT	600.00	63858
590-540-930.000	REPAIRS/MAINTENANCE	R.B. SATKOWIAK'S CITY SEW		3276 N THOMAS RD	430.00	63858
590-540-936.000	REPAIRS/MAINTENANCE	SCIENTIFIC BRAKE & EQUIP		REPAIR/MAINTENANCE - DPW	36.85	63868
590-540-936.000	MAINTENANCE AGREEMENTS	MISSION COMMUNICATIONS L		STREAMING DATA SERVICE RENEWAL	6,698.40	63853
590-540-938.000	VEHICLE EXPENSE	TOTTEN TIRE NORTHWEST IN		VEHICLE REPAIR - 2017 FORD F350 - DPW	80.41	63879
590-540-938.100	GAS & DIESEL FUEL	WEX INC		GAS/DIESEL FUEL	660.95	63821
Total For Dept 540 OPERATIONS & MAINTENANCE					36,768.55	
Dept 900 CAPITAL CONTROL						
590-900-970.000	CAPITAL OUTLAY	MCDONALD FORD SUZUKI		3-2021 FORD F250 PICKUPS	44,652.00	63848
Total For Dept 900 CAPITAL CONTROL					44,652.00	
Total For Fund 590 SEWER FUND					84,146.88	
Fund 591 WATER FUND						
591-000-610.000	CONNECTIONS	TIM KATZ		OVERPAYMENT - WATER CONNECTION - 8894	14.00	63878
Total For Dept 000					14.00	
Dept 536 ADMINISTRATION						
591-536-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIELD O		HEALTH/VISION	1,449.21	63797
591-536-716.100	VISION/SHORT TERM DISAB/LIFE	BLUE CROSS BLUE SHIELD O		HEALTH/VISION	15.18	63797
591-536-716.100	DENTAL INSURANCE	MADISON NATIONAL LIFE		LIFE/DISABILITY/AD&D	71.55	63805
591-536-716.200	OPERATING SUPPLIES	DELTA DENTAL		APRIL 2021 PREMIUM	181.29	63801
591-536-740.000	OPERATING SUPPLIES	MADISON NATIONAL LIFE		LIFE/DISABILITY/AD&D	22.18	63805
591-536-740.000	OPERATING SUPPLIES	PRINT EXPRESS OFFICE PRO		PERFRD PAPER - WATER/SEWER	54.30	63856
591-536-810.000	CONTRACTED SERVICES	PRINT EXPRESS OFFICE PRO		LETTERHEAD - DPW	103.00	63856
591-536-810.000	CONTRACTED SERVICES	BRADYS BUSINESS SYSTEM		CANON - C5255 - 04/14/21-05/13/21 - O	807.38	63831
591-536-960.000	EDUCATION & TRAINING	THOMAS TWP GENERAL FUND		IT REIMBURSEMENT - DPW	22.25	63873
		MICHIGAN SECTION AWWA		SPRING REGIONAL MTG - T SCHULTZ	132.00	63850
Total For Dept 536 ADMINISTRATION					2,858.34	
Dept 540 OPERATIONS & MAINTENANCE						
591-540-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIELD O		HEALTH/VISION	1,236.97	63797
591-540-716.100	VISION/SHORT TERM DISAB/LIFE	BLUE CROSS BLUE SHIELD O		HEALTH INSURANCE	7.54	63796
591-540-716.100	VISION/SHORT TERM DISAB/LIFE	BLUE CROSS BLUE SHIELD O		HEALTH/VISION	12.84	63797
591-540-716.200	DENTAL INSURANCE	MADISON NATIONAL LIFE		LIFE/DISABILITY/AD&D	81.79	63805
		DELTA DENTAL		APRIL 2021 PREMIUM	245.99	63801

INVOICE GL DISTRIBUTION REPORT FOR THOMAS TOWNSHIP
POST DATES 04/01/2021 - 04/29/2021

JOURNALIZED

PAID - CHECK TYPE: PAPER CHECK

Vendor Invoice Description

Amount Check #

Invoice Line Desc

GL Number

Fund 591 WATER FUND				
Dept 540 OPERATIONS & MAINTENANCE				
591-540-716.300	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D		63805
591-540-740.300	U. S. POSTAL SERVICE	BULK POSTAGE PERMIT #273 - WATER	23.39	63880
591-540-817.000	CHILD & FAMILY SERVICES	EMPLOYEE ASSISTANCE PROGRAM	446.70	63833
591-540-817.000	SPICER GROUP INC.	THOMAS TWP PUMP STATION #12 FORCEMAIN	116.13	63869
591-540-817.000	UPS	PKG PICKUP	788.00	63882
591-540-850.300	123.NET	TELEPHONE SERVICE	20.18	63792
591-540-910.000	MY MEMBER INSURANCE AGEN	COMMERCIAL PKG RENEWAL W/TERRORISM/MC	118.79	63855
591-540-920.000	CONSUMERS ENERGY CO	UTILITY BILL - 12350 GEDDES RD	20,314.41	63800
591-540-920.000	CONSUMERS ENERGY CO	UTILITY BILL - 1167 N GRAHAM RD	29.27	63807
591-540-920.000	CONSUMERS ENERGY CO	UTILITY BILL - 8215 SHIELDS DR	577.98	63887
591-540-920.000	CONSUMERS ENERGY CO	UTILITY BILL - 2020 ORR RD	437.89	63887
591-540-920.000	CONSUMERS ENERGY CO	UTILITY BILL - 9465 TITTABAWASSEE RD	29.17	63887
591-540-927.000	CITY OF SAGINAW	USAGE - 6703 GRATIOT AVE	29.13	63887
591-540-927.100	CITY OF SAGINAW	USAGE - 6703 GRATIOT AVE	111,449.03	63834
591-540-930.000	MICHIGAN PIPE & VALVE	MAINTENANCE SUPPLIES - DPW	85,746.43	63806
591-540-930.000	HOME DEPOT	REPAIRS/MAINTENANCE	167.55	63841
591-540-930.000	MISSION COMMUNICATIONS L	STREAMING DATA SERVICE RENEWAL	184.94	63853
591-540-930.000	SCIENTIFIC BRAKE & EQUIP	REPAIR/MAINTENANCE - DPW	407.40	63868
591-540-930.000	USABLUBOOK	INVERTED PAINT - DPW	36.85	63884
591-540-930.000	VERNON MANUFACTURING	CLEAN/CHECK COIN MECHANISM - DPW	258.82	63886
591-540-930.000	BADGER METER INC.	BEACON MBL HOSTING SVC UNIT/CELLULAR	87.50	63828
591-540-938.000	TOTTEN TIRE NORTHWEST IN	VEHICLE REPAIR - 2017 FORD F350 - DPW	226.85	63879
591-540-938.100	WEX INC	GAS/DIESEL FUEL	80.41	63821
591-540-939.000	ROHDE BROTHERS EXCAVATIN	INSTALL LONG WATER SVC - 8940 CAK MEA	660.94	63860
591-540-939.000	ROHDE BROTHERS EXCAVATIN	INSTALL WATER SVC - 2115 EDGEBROOK	1,750.00	63860
	Total For Dept 540 OPERATIONS & MAINTENANCE		1,450.00	
			227,022.89	
Dept 900 CAPITAL CONTROL				
591-900-970.000	MCDONALD FORD SUZUKI	3-2021 FORD F250 PICKUPS	44,652.00	63848
	Total For Dept 900 CAPITAL CONTROL		44,652.00	
	Total For Fund 591 WATER FUND		274,547.23	
Fund 596 MUNICIPAL REFUSE FUND				
Dept 000				
596-000-808.000	MID MICHIGAN WASTE AUTHO	FEBRUARY SOLID WASTE SERVICES	49,333.01	63851
596-000-808.000	MID MICHIGAN WASTE AUTHO	NOVEMBER SOLID WASTE SERVICES	69,118.39	63892
596-000-910.000	MY MEMBER INSURANCE AGEN	COMMERCIAL PKG RENEWAL W/TERRORISM/MC	1,757.90	63855
	Total For Dept 000		120,209.30	
	Total For Fund 596 MUNICIPAL REFUSE FUND		120,209.30	

PAID - CHECK TYPE: PAPER CHECK

Invoice Line Desc Invoice Description

GL Number

Amount

Check #

Fund Totals:

Fund 100 CLEARING FUND	3,090.16
Fund 101 GENERAL OPERA	58,431.09
Fund 205 PUBLIC SAFETY	48,332.83
Fund 206 FIRE APPARATU	733,662.78
Fund 207 PUBLIC SAFETY	31,240.43
Fund 248 DOWNTOWN DEVE	2,518.25
Fund 271 LIBRARY FUND	3,050.95
Fund 590 SEWER FUND	84,146.88
Fund 591 WATER FUND	274,547.23
Fund 596 MUNICIPAL REF	120,209.30

Total For All Funds:

1,359,229.90

CASH SUMMARY BY ACCOUNT FOR THOMAS TOWNSHIP
 FROM 04/01/2020 TO 04/30/2021
 FUND: ALL FUNDS
 CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 04/01/2020	Total Debits	Total Credits	Ending Balance 04/30/2021
Fund 100	CLEARING FUND				
001.000	59	10,562.50	31,844,702.50	31,851,980.15	3,284.85
Fund 101	GENERAL OPERATING FUND				
002.000	CASH THE STATE BANK	1,057,112.70	3,777,441.48	3,318,553.77	1,516,000.41
002.010	THE STATE BANK SAVINGS	1,015,666.18	600,221.28	477,757.55	1,138,129.91
002.350	CASH CHASE BANK	10,779.80	11.35	3.19	10,787.96
002.385	CASH CHEMICAL BANK	1,140,344.93	2,406,082.95	2,275,737.77	1,270,690.11
003.175	Certificate of Deposit Chemic	250,000.00	1,379,521.19	1,379,521.19	250,000.00
003.375	CHERTIFICATE OF DEPOSITS HUNTINGT	750,000.00	250,000.00	250,000.00	750,000.00
003.400	CERTIFICATE OF DEP CHASE BANK	234,486.37	243,873.67	478,360.04	0.00
	GENERAL OPERATING FUND	4,458,389.98	8,657,151.92	8,179,933.51	4,935,608.39
Fund 103	CHRISTOPHER THOMPSON FAMILY FUND				
002.000	CASH THE STATE BANK	1.00	129,039.00	129,040.00	0.00
002.010	THE STATE BANK SAVINGS	146,794.34	758.06	142,536.17	5,016.23
	CHRISTOPHER THOMPSON FAMILY FUND	146,795.34	129,797.06	271,576.17	5,016.23
Fund 205	PUBLIC SAFETY-FIRE DEPARTMENT				
002.000	CASH THE STATE BANK	740,747.70	739,273.87	587,087.04	892,934.53
Fund 206	FIRE APPARATUS				
002.000	CASH THE STATE BANK	856,942.27	211,904.13	743,967.37	324,879.03
Fund 207	PUBLIC SAFETY-POLICE				
002.000	CASH THE STATE BANK	1,285,306.03	1,182,334.82	1,095,595.81	1,372,045.04
Fund 246	ROAD REVOLVING FUND				
002.000	CASH THE STATE BANK	256,875.60	682,975.95	629,499.29	310,352.26
003.175	Certificate of Deposit Chemic	610,966.47	629,499.29	610,966.47	629,499.29
	ROAD REVOLVING FUND	867,842.07	1,312,475.24	1,240,465.76	939,851.55
Fund 248	Downtown Development Authority				
002.000	CASH THE STATE BANK	83,190.47	121,650.32	95,759.50	109,081.29
Fund 265	P.S. DRUG LAW ENFORCEMENT				
002.000	CASH THE STATE BANK	6,103.34	87.00	8.70	6,181.64
Fund 271	LIBRARY FUND				
002.000	CASH THE STATE BANK	478,035.41	310,842.36	408,557.91	380,319.86
003.271	CD LIDRARY 00/2016 .50	205,340.00	0.00	0.00	205,340.00
	LIBRARY FUND	683,375.41	310,842.36	408,557.91	585,659.86
Fund 590	SEWER FUND				
002.000	CASH THE STATE BANK	776,159.28	1,556,001.44	1,311,708.25	1,020,452.47
002.010	THE STATE BANK SAVINGS	507,833.07	3,021.11	1,263.30	509,590.88
002.200	RESERVED CASH SYSTEM EXPANSIO	106,068.65	46,530.00	0.00	152,598.65
002.385	CASH CHEMICAL BANK	1,988,092.72	509,818.98	3,448.14	2,494,463.56
002.386	CHEMICAL BANK SYSTEM EXPANSIO	117,933.00	0.00	0.00	117,933.00
003.175	Certificate of Deposit Chemic	463,667.01	0.00	463,667.01	0.00
	SEWER FUND	3,959,753.73	2,115,371.53	1,780,086.70	4,295,038.56
Fund 591	WATER FUND				
001.100	CLEARING CASH	2,000.00	0.00	0.00	2,000.00
002.000	CASH THE STATE BANK	603,700.03	3,768,898.14	3,899,363.64	473,234.53
002.010	THE STATE BANK SAVINGS	753.86	3,471.58	3,468.97	756.47
002.200	RESERVED CASH SYSTEM EXPANSIO	81,343.99	33,125.00	0.00	114,468.99

CASH SUMMARY BY ACCOUNT FOR THOMAS TOWNSHIP
 FROM 04/01/2020 TO 04/30/2021
 FUND: ALL FUNDS
 CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 04/01/2020	Total Debits	Total Credits	Ending Balance 04/30/2021
002.375	CASH HUNTINGTON BANK	246,699.69	253.83	131.39	246,822.13
002.385	CASH CHEMICAL BANK	1,332,236.94	7,443.86	2,617.02	1,337,063.78
002.386	CHEMICAL BANK SYSTEM EXPANSIO	266,176.00	0.00	0.00	266,176.00
002.387	CHEMICAL BANK BUSINESS CHECKING	506,956.74	1,333.52	722.27	507,567.99
002.390	CASH FIRST STATE BANK	246,113.92	207.44	116.94	246,204.42
003.375	CHERTIFICATE OF DEPOSITS HUNTINGT	250,000.00	0.00	0.00	250,000.00
	WATER FUND	3,535,981.17	3,814,733.37	3,906,420.23	3,444,294.31
Fund 596	MUNICIPAL REFUSE FUND				
002.000	CASH THE STATE BANK	605,773.23	3,407,107.06	3,441,983.21	570,897.08
002.385	CASH CHEMICAL BANK	305,993.49	101,419.94	300,500.89	106,912.54
	MUNICIPAL REFUSE FUND	911,766.72	3,508,527.00	3,742,484.10	677,809.62
Fund 703	TAX FUND				
002.000	CASH THE STATE BANK	0.00	19,349,257.52	19,349,256.89	0.63
	TOTAL - ALL FUNDS	17,546,756.73	73,298,108.64	73,253,179.84	17,591,685.53



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** May 3, 2021
- **SUBMITTED BY:** Chief, Mike Cousins
- **AGENDA TOPIC:** Approve the hiring of Part-time Fire Prevention Officer Kylar Vanderwall.
- **EXPLANATION OF TOPIC:** The Fire Department would like to hire part-time, Kylar Vanderwall as a probationary fire prevention officer. Kylar currently is a licensed Emergency Medical Technician (EMT) Supervisor for Twin Twp. Ambulance. On the side, he also is a paid-on-call firefighter in Bangor Township. He also serves in the Michigan Army National Guard. He could begin as soon as he completes the physical and background check. This is the part-time position we have been trying to fill for some time. Kylar would just need to learn our equipment and roads and should be able to respond to calls quickly since he is already licensed in both fire and medical. He has gone through the interview process. The interview was positive and went very well. His name was brought to the Personnel Committee for approval. This is contingent upon the successful completion of the physical agility testing and background check.
- **POSSIBLE COURSES OF ACTION:** Approve, Deny, Amend or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by _____ supported by _____ to approve the hiring of Kylar Vanderwall with contingencies, as probationary part-time fire prevention officer.
- **ROLL CALL VOTE REQUIRED?** Yes



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** May 3, 2021
- **SUBMITTED BY:** Russ Taylor, Township Manager
- **AGENDA TOPIC:** Approve amended Personnel Policy #901, Paid Time Off.
- **EXPLANATION OF TOPIC:** The minor changes to Personnel Policy #901, put in writing what has been in practice here for many years now. When I first came to Thomas Township, the Manager approved all time off. The practicality of this approach for approving time off for all regular employees both part time and full time was not functional. Consequently, department heads have been assigned this responsibility for all staff within their respective departments. The department heads are then responsible for ensuring that their departments are always adequately staffed and able to perform their assigned duties. The Manager continues to approve all department head requests for time off.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Proposed Personnel Policy #901, Paid time Off.
- **POSSIBLE COURSES OF ACTION:** Approve, Amend, Deny or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by _____ supported by _____ to approve amended Personnel Policy #901, Paid Time Off.
- **ROLL CALL VOTE REQUIRED:** Yes, due to conference call meeting rules.

THOMAS TOWNSHIP PERSONNEL POLICIES

Personnel Policy No.:	901 (page 1 of 3)
Effective Date:	January 6, 1997
Amended:	February 3, 1997
	January 5, 1998
	October 2, 2000
	June 4, 2001
	June 3, 2002
	June 5, 2006
	May 7, 2018
	May 3, 2021
Policy Regarding:	PAID TIME OFF

Only regular full-time employees are eligible for paid time off (PTO) hours. PTO hours for non-union employees are earned in one year and may be taken in the next. Union employees are covered by their respective labor agreement. To qualify for PTO hours, the regular full-time employee must have actually performed/worked for at least 1800 hours in the year preceding the award of PTO hours. A regular full-time employee who works less than 1800 hours in the preceding year shall receive pro-rated PTO on the basis of the number of hours actually worked with 2080 hours being the denominator. A regular full-time employee who works less than 1000 hours in the preceding year shall not be entitled to any PTO during the following year.

Employees will be granted PTO on January 1 of each year and shall accrue PTO in accordance with the following provisions:

New full-time employees with less than six months of employment with the Township as of January 1 shall not receive any PTO hours on January 1. New full-time employees who did not receive PTO hours on January 1 pursuant to the previous provision, upon completion of the first six (6) months of service, will receive 36 hours of PTO to be used during the balance of the calendar year. In the event that a new full-time employee has more than six (6) months of service, but less than one year as of January 1, the individual will receive pro-rated PTO based on the number of months actually worked.

Employees who have completed (1) year of service will accrue eighty-eight (88) hours of PTO;

Employees who have completed two (2) years of service through six (6) years of service will accrue one hundred thirty-two (132) hours of PTO;

Employees who have completed seven (7) years of service through nine (9) years of service will accrue one hundred forty-eight (148) hours of PTO;

Employees who have completed ten (10) years of service through nineteen (14) years of service will accrue one hundred sixty-eight (168) hours of PTO; and

THOMAS TOWNSHIP PERSONNEL POLICIES

Personnel Policy No.:	901 (page 2 of 3)
Effective Date:	January 6, 1997
Amended:	February 3, 1997
	January 5, 1998
	October 2, 2000
	June 4, 2001
	June 3, 2002
	June 5, 2006
	May 7, 2018
	May 3, 2021
Policy Regarding:	PAID TIME OFF

Employees who have completed fifteen (15) through nineteen (19) years of service will accrue one hundred ninety-two (192) hours of PTO; and

Employees who have completed twenty (20) years of service, or more, will accrue two hundred eight (208) hours of PTO.

Employees who have completed twenty-five (25) years of service, or more will accrue two hundred sixteen (216) hours of PTO.

Employee PTO records will be updated at the beginning of each calendar year. The number of PTO hours carried forward into a new calendar year shall not exceed fifty (50).

Employees may choose to apply up to forty hours of PTO to their Healthcare Savings Account (HSA) at the end of the calendar year, so long as it does not exceed the amount allowed by the IRS or any applicable state/federal legislation.

When an employee moves from one step of PTO to another step of PTO, the employee shall receive, on his or her anniversary date, a prorated portion of the difference in the steps. The prorated amount shall be calculated based on the number of months remaining in the calendar year divided by 12.

Upon termination of employment due to resignation, death, retirement, or layoff, employees shall be compensated for all unused PTO time both current and accrued. Employees who are terminated from employment for just cause shall be considered to have forfeited any unused PTO time and the Township shall, therefore, have no obligation to pay same.

Employees requesting scheduled PTO/vacation of forty (40) hours or more shall submit their request to the Township Manager their Department Head, in writing, with no less than ninety (90) calendar days written notice. Employees requesting scheduled PTO/vacation of less than forty (40) consecutive hours shall submit their request to the Township Manager their Department Head with no less than three (3) working days written notice. Likewise, Department Heads shall submit their time off requests to the Township Manager in

THOMAS TOWNSHIP PERSONNEL POLICIES

Personnel Policy No.:	901 (page 3 of 3)
Effective Date:	January 6, 1997
Amended:	February 3, 1997
	January 5, 1998
	October 2, 2000
	June 4, 2001
	June 3, 2002
	June 5, 2006
	May 7, 2018
	May 3, 2021
Policy Regarding:	PAID TIME OFF

accordance with the same advance notice requirements. The Township reserves the right to limit vacations in a manner that will assure that Township operations and the needs of the service will be adequately staffed. Department Heads are responsible for ensuring that approved time off requests do not negatively impact their department's operations or those of other departments. A PTO request previously approved shall not be denied absent the mutual consent of the employee.

Part-time employees who have been employed for at least one year shall receive a prorated paid time off allowance. The number of hours that the part-time employee works in the previous year will be divided by 52. The resulting number will provide the paid time off hours that a part-time employee is entitled to. Accordingly, based on 20 hours per week over 52 weeks, part time employee would be entitled to 20 hours of vacation per year.



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** May 3, 2021
- **SUBMITTED BY:** Russ Taylor, Township Manager
- **AGENDA TOPIC:** Approve amended Personnel Policy #918, Health Savings Account (HSA).
- **EXPLANATION OF TOPIC:** The suggested changes to the HSA policy are reflective of the same changes that were incorporated into the recently approved POAM contract. As we discussed during the contract negotiation process, the Health Savings Accounts were implemented when the Township chose to purchase high deductible health insurance plans for Township employees. The high deductible plans have saved the Township a lot of money over the years. At the time that the Township switched to the high deductible plan, HSA's were created to help offset the large deductible amounts that are clearly part of those insurance plans. In the following years, the rules pertaining to health insurance have undergone numerous changes and clarifications including increases to the deductible amounts. The Township has kept pace for the most part with the increases by maintaining the same 75% coverage of the deductible amounts. The proposed wording states this point.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Proposed Personnel Policy #918, Health Savings Account (HSA).
- **POSSIBLE COURSES OF ACTION:** Approve, Amend, Deny or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by _____ supported by _____ to approve amended Personnel Policy #918, Health Savings Account (HSA).
- **ROLL CALL VOTE REQUIRED:** Yes, due to conference call meeting rules.

THOMAS TOWNSHIP PERSONNEL POLICIES

Personnel Policy No.:

918 (page 1 of 1)

Effective Date:

January 6, 2014

Amended:

May 3, 2021

Policy Regarding:

HEALTH SAVINGS ACCOUNT (HSA)

If the Township offers a health insurance plan that meets Internal Revenue Service guidelines for a Health Savings Account (HSA), eligible employees may enroll. The availability of an HSA may not be available to all employees depending upon current labor agreements. Employees enrolled in this plan will have the option of making pre-tax contributions through payroll deductions to a HSA if they are eligible in accordance with IRS guidelines. Please note, there are other IRS guidelines that apply to individuals making contributions to an HSA. Employees are responsible for knowing and understanding these guidelines. Contributions to an employee Health Savings Account and administrative fees associated with maintaining a Health Savings Account are within the discretion of the Township Board of Trustees and may be added, deleted, or otherwise altered from time to time. Employees are responsible for any fees associated with the administration of their HSA.

The Township will contribute up to 75% of the applicable deductible based upon the individual's enrollment status or \$3,000.00, whichever is less, annually to the HSA account based upon their policy coverage before the end of April in each contract year. If an employee terminates employment or is terminated before the end of the Township fiscal year, the employee will be obligated to repay the township out of their final paycheck the prorated balance respective of the number of months remaining in the fiscal year.

Additionally, unless stated otherwise in a current labor agreement, the Township will contribute a matching 1% of the employee's base salary (no overtime) to the HSA, provided the employee contributes 1% as well. The Township also offers employees the opportunity to convert accumulated sick time at the end of each calendar year into HSA contributions as defined in Personnel Policy #902.



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** May 3, 2021
- **SUBMITTED BY:** Russ Taylor, Township Manager
- **AGENDA TOPIC:** Approve amended Personnel Policy #919, Retiree Health Care Stipend.
- **EXPLANATION OF TOPIC:** The proposed change to Personnel Policy #919 adopts the same wording as the recent POAM contract. Essentially, the \$200/month stipend did not change, but the time period for qualifying for the benefit was lowered to 55 years of age versus the previous 60 years. While this may appear to be a doubling of the cost to the Township, the reality is that it will have a very minimal impact. In order to qualify, an employee must have worked full time for the Township for a minimum of twenty (20) years and the payments end upon reaching the age of 65 when Medicare starts. Also, as the new wording states, the employee has to acquire medical insurance coverage from other options if they are available. And, finally, our employees are reliant upon their 401 or 457 plans and receive no other post-retirement benefits, so they are simply not likely to retire at an early age with some exceptions of course, based upon this particular benefit. Social security may assist them as well, but that does not begin until they 62 at the earliest, so that doesn't encourage them to retire earlier either.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Proposed Personnel Policy #919, Retiree Health Care Stipend.
- **POSSIBLE COURSES OF ACTION:** Approve, Amend, Deny or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by _____ supported by _____ to approve amended Personnel Policy #919, Retiree Health Care Stipend.
- **ROLL CALL VOTE REQUIRED:** Yes, due to conference call meeting rules.

THOMAS TOWNSHIP PERSONNEL POLICIES

Personnel Policy No.:

919 (page 1 of 1)

Effective Date:

May 7, 2018

Amended:

May 3, 2021

Policy Regarding:

RETIREE HEALTH CARE STIPEND

The Township will provide a two hundred (\$200.00) dollar monthly stipend to employees who leave the employment of Thomas Township after a minimum of twenty (20) years of full time service to the Township excluding any time off for discipline or disability and have not been fired by the Township beginning at the age of ~~sixty (60)~~ **fifty-five (55)** until they either reach the age of sixty-five (65) or become Medicare eligible, provided the individual does not have any other health insurance coverage including coverage under a spouse's plan, Medicare, Medicaid or other insurance source. Individuals receiving said benefit shall annually provide a witnessed statement that they are purchasing insurance for themselves and that no other health insurance coverage was provided to them. A copy of their monthly premium payment shall be attached to the statement.



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** May 3, 2021
- **SUBMITTED BY:** Russ Taylor, Township Manager
- **AGENDA TOPIC:** Approve amended Personnel Policy #1003, Resignation and Voluntary Termination of Employment.
- **EXPLANATION OF TOPIC:** The proposed change to Personnel Policy #1003 as it pertains to employees' resignation and voluntary termination of employment simply addresses the notice provided by salaried staff of their decision to leave employment with Thomas Township. The change will increase the notification period from two weeks to thirty (30) days.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Proposed Personnel Policy #1003, Resignation and Voluntary Termination of Employment.
- **POSSIBLE COURSES OF ACTION:** Approve, Amend, Deny or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by _____ supported by _____ to approve amended Personnel Policy #1003, Resignation and Voluntary Termination of Employment.
- **ROLL CALL VOTE REQUIRED:** Yes, due to conference call meeting rules.

THOMAS TOWNSHIP PERSONNEL POLICIES

Personnel Policy No.:

1003 (page 1 of 1)

Effective Date:

February 3, 1997

Amended:

October 2, 2000

Policy Regarding:

RESIGNATION AND VOLUNTARY TERMINATION OF EMPLOYMENT

Employees who plan to resign voluntarily should notify the Township of their intention in a letter to the department head. The letter should state in the employee's own words the reason for resigning and the effective date of the resignation.

The department head should not attempt to influence the employee as to the content of the letter of resignation.

Hourly Employees are expected to submit the letter at least two (2) weeks before the effective date of resignation to allow time for replacement of the employee and for processing the necessary papers. Failure to do so will result in forfeiture of all benefits and a notation on the employee's records that no termination notice was issued. This also affords the department head an opportunity to speak to the employee about reconsidering his/her resignation when desirable.

Salaried employees are expected to provide at least thirty (30) days notice prior to the effective date of their resignation.



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** May 3, 2021
- **SUBMITTED BY:** Chief, Michael Cousins
- **AGENDA TOPIC:** Accept resignation of Brian Foley from the Fire Department.
- **EXPLANATION OF TOPIC:**
Brian Foley has submitted his resignation from the fire department. In his letter he acknowledges appreciation for the friendships he built and the experience he gained with us. Brian joined our department in January 2019 and was serving as a probationary member. This has been brought to the Personnel Committee.
- **SUPPORTING DOCUMENTAION:** Resignation letter. (Attached)
- **POSSIBLE COURSES OF ACTION:** Approve, Deny, Amend or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by _____,
supported by _____ to accept the resignation of Brian Foley.
- **ROLL CALL VOTE REQUIRED?** Yes

Mike Cousins

From: Brian Foley <elebfoley@gmail.com>
Sent: Monday, April 19, 2021 11:36 AM
To: Mike Cousins
Subject: Resignation

Chief Cousins,

Please accept this email as my formal resignation from Thomas Township Fire Department.

I'd like to thank you, the command staff and all my fellow firefighters for all the knowledge and experience you have given me over the past two years. There are no words that can accurately express how grateful I am for everything Thomas Twp Fire Dept has given me.

Best regards,
Brian Foley

Sent from my iPhone



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** May 3, 2021
- **SUBMITTED BY:** Chief Michael Cousins
- **AGENDA TOPIC:** Approve revision to Fire Department Policy 102F Chain of Command.
- **EXPLANATION OF TOPIC:** Over the years, our fire department has decreased in size. This has been due to a number of uncontrollable factors by our volunteer force. As we all know, it is challenging to gain and maintain volunteers in the current day demands of and choices of people.

Since our inception, our fire department has always had an Assistant Chief at each of our fire stations. This practice has worked very well for all of those years. The role those positions filled was to oversee the operations of that station. Below the Assistant Chief, was a Captain and Lieutenant. Both of those ranks had and continue to have responsibilities assigned to them. With the size of our department now, I believe we can eliminate one of the Assistant Chief positions and have only one Assistant Chief. The station's overall operations would then be assigned to the Captains.

For a season, we did have a Deputy Chief. In that role, it was very clear who the second in charge was, in my absence. By having only one Assistant Chief, it would then be very clear who is in charge in my absence. Currently, we are operating with one Assistant Chief and it is working very well. Below the Assistant Chief we have three Captains. At times, it is necessary to have a clear line of Authority such as when I am out of town or if something were to happen to me. This policy change would solidify what we have had to change to and reflects our current operations.

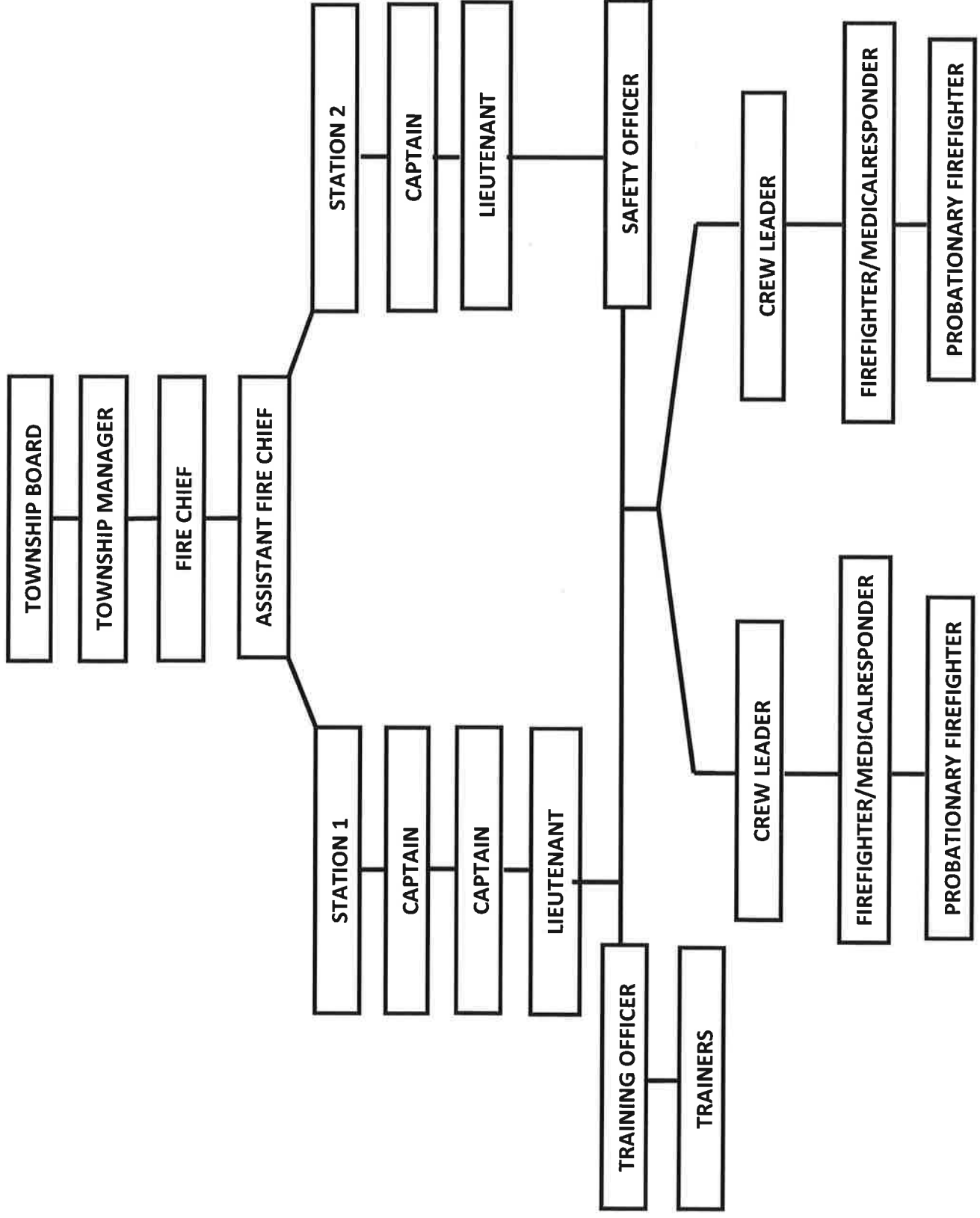
This policy has been reviewed and approved by the Public Safety Committee and Township Manager. I am now asking for your approval to amend this policy.

- ***MATERIALS ATTACHED AS SUPPORTING INFORMATION:*** Policy #102F Chain of Command.
- **POSSIBLE COURSES OF ACTION:** Approve, Deny, Amend or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by _____
- supported by _____ to approve the revision to Fire Department policy 102F Chain of Command.
- **ROLL CALL VOTE REQUIRED?** Yes

THOMAS TOWNSHIP FIRE DEPARTMENT
CHAIN OF COMMAND

POLICY #102F

Amended: May 3, 2021





TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** May 3, 2021
- **SUBMITTED BY:** Al Fong, Police Chief
- **AGENDA TOPIC:** Approve a Resolution to apply for the Par Plan Risk Reduction Grant to be used to offset the cost of the purchase and installation of security cameras for the Public Safety Building.
- **EXPLANATION OF TOPIC:** The Police and Fire Departments would like to apply for the Michigan Township Participating Plan Risk Reduction Grant Program. If awarded, the grant would reduce the cost of the purchase and installation of security cameras on the interior and exterior of the Public Safety Building. As part of the grant criteria, it requires a Resolution from the Township Board indicating their approval and support. If the grant is approved, the plan would be to purchase the cameras and have them installed within 30 days of awarding the bid.

The cost of the security cameras is \$3,575.00. The grant is a 50% matching grant, and if awarded, it will be \$1,787.50. The difference will be split evenly between the Police and Fire departments.

- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Resolution 21-06 approving the fire chief to apply for the Risk Reduction Grant Program under the Michigan Township Participating Plan Program.
- **POSSIBLE COURSES OF ACTION:** Approve, Amend, Deny or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by _____ supported by _____ to approve Resolution 21-06 in support of the Par Plan Risk Reduction Grant to be used to offset the cost of the purchase and installation of security cameras for the Public Safety Building.
- **ROLL CALL VOTE REQUIRED:** Yes.

**THOMAS TOWNSHIP
RESOLUTION 21-06
APPROVAL FOR THE THOMAS TOWNSHIP FIRE DEPARTMENT
TO APPLY FOR THE RISK REDUCTION GRANT PROGRAM 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 May, 2021 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, Thomas Township supports any attempt to protect the Township's Public Safety Building and Township owned property contained in the Public Safety Building and the outbuilding (garage) and Township owned property that's contained in the outbuilding.

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 Program under the Michigan Township Participating Plan Program.

Ayes: _____

Nays: _____

Abstention: _____

Absent: _____

The 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 May 3, 2021, at which meeting a quorum was present, by a roll call vote of said members and hereinafter set forth; that said resolution was ordered to take immediate effect.

Edward Brosowski, Clerk



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** May 3rd, 2021
- **SUBMITTED BY:** John Corriveau, Parks & Recreation Director
- **AGENDA TOPIC:** Award low bid for Nature Center Entrance Sign
- **EXPLANATION OF TOPIC:** We sent out bids for an entrance sign for the Nature Center. This is part of the grant work through the Land and Water Conservation Fund Grant for the renovations to the building. This sign is a carved sign made of a high performance polyurethane material that is sixty (60) inches high by eighty four (84) inches wide, double sided in full color 3D.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Attached Park Bid Sheet.
- **POSSIBLE COURSES OF ACTION:** Approve, Deny, Amend or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by _____ supported by _____ to approve the low bid by Barrett Sign for the amount of \$3,860.00.
- **ROLL CALL VOTE REQUIRED?** Yes

Nature Center Sign Bid

Sign Bid Tab	
Barrett Sign	\$3,860
Sign Image	\$6,934



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** May 3rd, 2021
- **SUBMITTED BY:** John Corriveau, Parks & Recreation Director
- **AGENDA TOPIC:** Award low bid for program shirts
- **EXPLANATION OF TOPIC:** We sent out bids for our program shirts to several local companies and received two bids back. This bid is for all the program shirts we use including soccer, flag football, day camp, archery, softball and special events. Chaos Screen-printing from Freeland won the low bid. Chaos is a fairly new company but has been doing shirts for Saginaw Township for a couple years and have really good reviews. I met with the owner Carl and went over our needs and he assured me they could meet and exceed our needs.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Attached Park Bid Sheet.
- **POSSIBLE COURSES OF ACTION:** Approve, Deny, Amend or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by _____ supported by _____ to approve the low bid by Chaos A.P. Screen Printing and Design of \$10,370.50 for the purchase of shirts.
- **ROLL CALL VOTE REQUIRED?** Yes

Program Shirt Bids

Shirt Bids	
Chaos A.P Screen Printing & Design	\$10,370.50
Saginaw Knitting Mills	\$10,536.00



THOMAS TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** May 3, 2021
- **SUBMITTED BY:** Dan Sika, Director of Community Development
- **AGENDA TOPIC** Ordinance 21-Z-01; for the re-zoning of parcel 28-12-3-23-3000-002, from A-1 to R-1.
- **EXPLANATION OF TOPIC:** If you recall, at the Township Board meeting in April, you approved a re-zoning request for a parcel of land along Geddes Road, changing it from A-1 Agricultural to R-1 Residential. This was done in order for a developer to construct a new 45-home development. Because the ordinance text was inadvertently not included with the agenda item at that meeting, the Township Board must approve the requested re-zoning again. The Township Attorney Otto Brandt has prepared the attached ordinance language for approve.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** A copy of Ordinance 21-Z-01
- **RECOMMENDED ACTION:** Motion by _____, supported by _____, to approve ordinance 21-Z-01 to change the zoning of parcel 28-12-3-23-3000-002 from A-1 to R-1.
- **ROLL CALL VOTE REQUIRED:** Yes

ORDINANCE NO. 21-Z-01
TOWNSHIP OF THOMAS
SAGINAW COUNTY, MICHIGAN

AN ORDINANCE TO AMEND THE TOWNSHIP OF THOMAS ZONING ORDINANCE AND ATTACHED ZONING MAP TO CHANGE THE ZONING CLASSIFICATION OF CERTAIN PARCELS OF REAL ESTATE IN SAID TOWNSHIP AND FOR THE PROMOTION OF THE PUBLIC HEALTH, SAFETY AND GENERAL WELFARE.

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

Property Rezoned.

Section 1. That the Township of Thomas Zoning Ordinance and attached Zoning Map entitled "Thomas Township Zoning Map" be and the same is hereby amended by changing the use and classification of the properties hereinafter described below:

LEGAL DESCRIPTION
28-12-3-23-3000-002 from A-1 to R-1

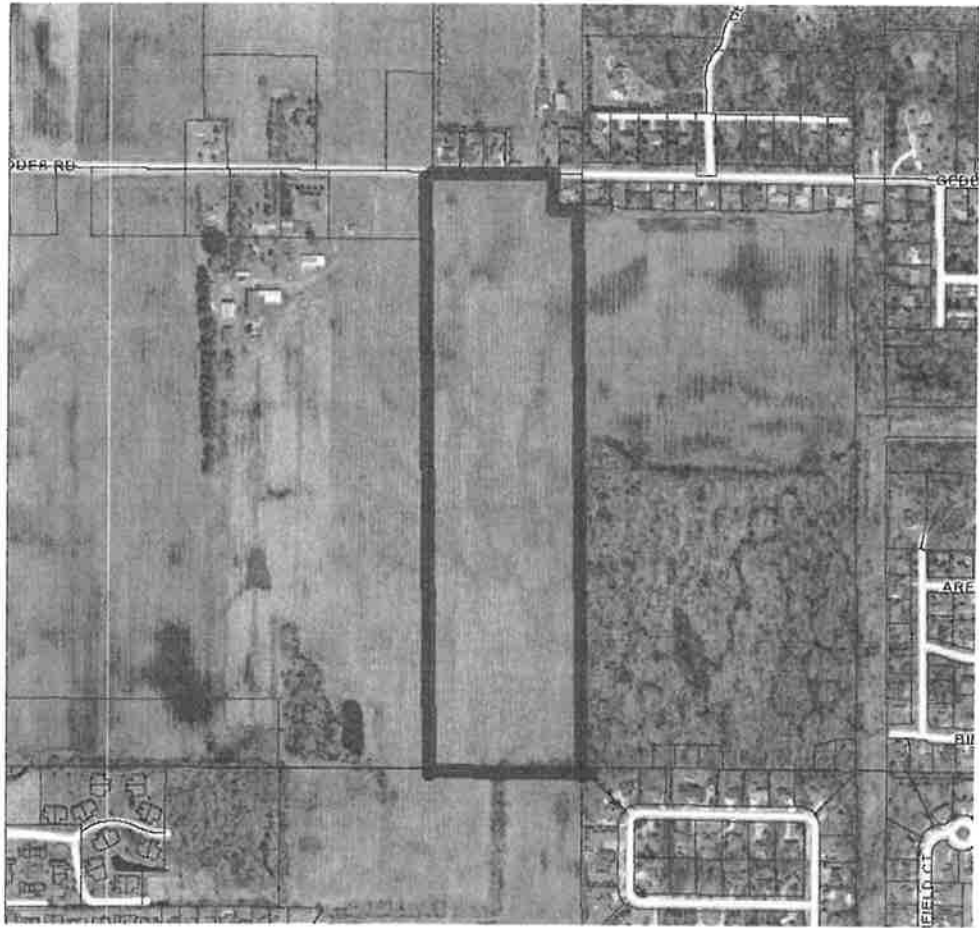
A PRT OF THE E 1/2 OF THE SW 1/4 OF SEC 23, T12N, R03E THOMAS TOWNSHIP, SAGINAW COUNTY, MICHIGAN, COM AT THE CENTER OF SD SEC; TH S 00 D 38 M 12 S E 163.03 FT ALG THE N & S 1/4 LINE OF SD SEC TO THE POB TH CONT S 00 D 38 M 12 S E, 2442.89 FEET TO THE S 1/4 COR OF SD SEC; TH S 89 D 45 M 46 S W, 676.02 FEET, ALG THE S LN OF SD SEC; TH N 00 D 38 M 12 S W, 2614.03 FT, PAR'LL WITH THE NORTH-SOUTH 1/4 LINE OF SAID SEC AND BEING 676.00 FEET WEST OF AND PERP TO THE NORTH-SOUTH 1/4 LINE OF SAID SEC TO THE EAST-WEST 1/4 LINE OF SD SEC; THENCE SOUTH 89 DEGREES 33 MINUTES 00 SECONDS EAST, 546.10 FEET, AL THE EAST-WEST 1/4 LINE OF SD SEC; TH S 00 DEGREES 38 MINUTES 12 SECONDS E, 163.03 FT, PAR'LL WITH THE NORTH-SOUTH 1/4 LN OF SD SEC; TH S 89 D 33 M 00 S E 130.02 FEET, PAR'LL WITH THE EAST-WEST 1/4 LINE OF SD SEC TO THE POB CONT 40.01 AC.

Publication; Effective Date.

Section 2. That this Ordinance is hereby ordered to be published and shall become effective seven (7) days from the date of said publication.

Robert Weise, Supervisor

Edward Brosowski, Clerk





TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** May 3, 2021
- **SUBMITTED BY:** Trevor Schultz, Assistant Director - Department of Public Works
Rick Hopper, Director - Department of Public Works
- **AGENDA TOPIC:** Approve purchase of Snow Plow from H&B Equipment for \$5,100.
- **EXPLANATION OF TOPIC:** Public Works systematically replaces fleet snow plows and in FY 2021-22, we budgeted for one (1) new plow. Talking with vendors, we received 3 quotes for a Boss 7'6" SuperDuty plow, including installation, on one of our new trucks. The low quote is from H&B Equipment, and is for \$5,100. Public Works has purchased numerous plows from H&B throughout the years, and has a great relationship with the company. We can be sure that should anything happen with this plow, they will certainly make it right.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Bid Tab Sheet.
- **POSSIBLE COURSES OF ACTION:** Approve, not approve, amend or table.
- **SUGGESTED/REQUESTED MOTION:** Motion by _____, supported by _____ to approve the purchase of a Snow Plow from H&B Equipment for \$5,100.
- **ROLL CALL VOTE REQUIRED?** Yes.

DPW Snow Plow Bid

	Snow Plow
H&B Equipment	\$5,100.00
Bader & Sons	\$6,350.00
Wolfehl's	\$5,999.99



TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** May 3, 2021
- **SUBMITTED BY:** Trevor Schultz, Assistant Director - Department of Public Works
Rick Hopper, Director - Department of Public Works
- **AGENDA TOPIC:** Authorize Kennedy Industries to repair a pump from Station 7 for \$9,960.
- **EXPLANATION OF TOPIC:** Towards the beginning of April, Sewage Pump Station 7 located on the east side of North Thomas, about a half mile north of Frost, experienced a pump failure. Our staff responded by pulling and cleaning all debris from the pump, but the pump still would not run. Kennedy Industries service department came up and determined that the pump was experiencing a seal fail and would need to be re-built.

For the time being, this pump was left in the well, and we bypassed the seal fault alarm in order to be able to run this pump in an emergency. However, we still need to get this pump looked at and fixed.

We received a quote from Kennedy Industries to complete the repairs which include replacing the upper and lower mechanical seal, changing the upper and lower bearings and installing a new O-ring kit. Upon authorization from the board to proceed, we are still about a month out from having this pump fixed. The cost to complete the repairs is \$9,960.

- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Quote from Kennedy Industries.
- **POSSIBLE COURSES OF ACTION:** Approve, not approve, amend or table.
- **SUGGESTED/REQUESTED MOTION:** Motion by _____, supported by _____ to Authorize Kennedy Industries to repair a pump from Station 7 for \$9,960.
- **ROLL CALL VOTE REQUIRED?** Yes.



KENNEDY
INDUSTRIES

INNOVATE
SOLVE
MONITOR
REPAIR

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

Accepted By: _____

Company: _____

Date: _____

PO#: _____

ATTENTION:

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

WE ARE PLEASED TO PROPOSE THE FOLLOWING FOR YOUR CONSIDERATION:

CUSTOMER REF/PO#		JOB TITLE	SLP	SHIPPING TYPE
		STATION #7, GRUNDFOS, PUMP, 26828-215, SEWAGE	JSB/CRB	KENNEDY DELIVER
QTY	DESCRIPTION			

THE FOLLOWING QUOTE IS FOR ESTIMATED THE COST OF LABOR AND MATERIALS TO REPAIR THE ABOVE REFERENCED PUMP. IF UPON INSPECTION, IF ANY ADDITIONAL PARTS AND/OR LABOR ARE REQUIRED, YOU WILL BE NOTIFIED PRIOR TO PROCEEDING.

ESTIMATED NEW PARTS REQUIRED:

- (1) UPPER MECHANICAL SEAL
- (1) LOWER MECHANICAL SEAL
- (1) UPPER BEARING
- (1) LOWER BEARING
- (1) O-RING KIT

ESTIMATED LABOR REQUIRED:

PERFORM ALL ELECTRICAL TESTS AND TEST RUN.

DISASSEMBLE, SANDBLAST, CLEAN AND INSPECT COMPLETE PUMP.

CLEAN, BAKE AND TEST STATOR ASSEMBLY.

DIMENSIONALLY MEASURE ALL OPERATING CLEARANCES AND RECORD ON INSPECTION REPORT.

ASSEMBLE ALL ROTATING PARTS ON SHAFT AND PLACE IN BALANCE MACHINE.

VERIFY TOTAL INDICATOR RUN OUTS THEN DYNAMICALLY BALANCE ROTOR TO ISO G2.5.

ASSEMBLE PUMP COMPLETE WITH NEW PARTS LISTED.

PRESSURE TEST SEAL CHAMBER TO ENSURE LEAK FREE.

INSTALL NEW OIL IN SEAL CHAMBER.

PERFORM ALL ELECTRICAL TESTS AND TEST RUN.

PRESERVE AND CRATE FOR CUSTOMER PICKUP.

ESTIMATED TOTAL REPAIR COST: \$9,960.00

ESTIMATED DELIVERY: 3 WEEKS (AFTER RECEIPT OF ORDER)



KENNEDY
INDUSTRIES

INNOVATE
SOLVE
MONITOR
REPAIR

BUDGETARY

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

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

SINCERELY,

SARAH RAHN
SRAHN@KENNEDYIND.COM

CRB

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

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

TOTAL: \$9,960.00

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

www.KennedyInd.com

**THOMAS TOWNSHIP
RESOLUTION NO 2021-7
MAY 3, 2021**

**A Resolution Adopting A Declaration Of A State Of Emergency By The Saginaw County Board
Of Commissioners To Permit The Thomas Township Board To Meet By Electronic And
Telephonic Means**

At a meeting of the Thomas Township Board held on the 3rd day of May 2021, Board Member _____ offered the following resolution and moved for adoption. The motion was seconded by Board Member _____.

Present:

Absent:

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

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

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

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

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

WHEREAS, because of the ever-evolving circumstances related to the spread of COVID-19 and the inability to control the number of public persons who may attend an open meeting, Thomas Township finds it necessary to conduct all public meetings, including all Boards and Commissions,

virtually to reduce the risk of spread to members of the public, government staff or members of public bodies; and

NOW, THEREFORE, BE IT RESOLVED that to accommodate the specific need of protecting the public, staff, and other attendees at public meetings, where capacity is unknown or unable to be controlled, the Thomas Township Board of Trustees adopts and relies upon the Declaration of a State of Emergency made by the Saginaw County Board of Commissioners on April 1, 2021, and continued on April 8, 2021, to allow the continued use of virtual public meetings until August 31, 2021. This Resolution is made pursuant to the authority contained at §10 of the Emergency Management Act and §3 of the Open Meetings Act, which permits a public body to meet by electronic or telephonic means upon declaration of a local state of emergency or state of disaster if meeting in person would place at risk the personal health or safety of members of the public or members of the public body.

Upon roll call vote, the following voted

Aye:

Nay:

Member(s) Absent:

The supervisor declared the resolution adopted.

Robert Weise, Supervisor

CERTIFICATE

I, EDWARD BROSOFSKI, the duly elected and acting Clerk of Thomas Township, hereby certify that the foregoing resolution was adopted by the Township Board of said Township at the regular meeting of said Board held on May 3, 2021, at which meeting a quorum was present, by a roll call vote of said members and hereinafter set forth; that said resolution was ordered to take immediate effect.

Edward Brosowski, Clerk