



**\*\* AMENDED AGENDA \*\***

**THOMAS TOWNSHIP REGULAR BOARD MEETING**

8215 Shields Drive, Saginaw, MI 48609

September 9, 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 August 5, 2019 Regular Board Minutes.
  - B. Approve the August 23, 2019 Special Board Minutes.
  - C. Approve the Expenditures.
  - D. Accept the resignation of Dana Stemple as an after-hours, part-time custodian.
  - E. Approve the creation of a second part-time receptionist position.
6. Communications-Petitions-Citizen Comments

**It is requested that you state your name and address for the record.**
7. Public Hearing
  - A. Receive comments pertaining to the amendments to the sewer rates and ready to serve charges for the next five years.
8. Unfinished Business
  - A. None.
9. New Business
  - A. Accept the Audit for the 2018/19 fiscal years.
  - B. Approve Resolution 19-16 to adjust the sewer rates and ready to serve costs for the next five years.
  - C. Approve Resolution 19-17 to amend the Fee Schedule (Schedule F) for 2019/2020 to include the new sewer rates.
  - D. Approve the Capital Improvement Plan and Five Year Financial Forecast for 2019/20 through 2024/25.
  - E. Approve a short-term transfer in the amount of \$25,000 to the Downtown Development Authority.
  - F. Approve the purchase of eight Taser Conducted Electrical Weapons.
  - G. Award the contract for painting the exterior of Fire Station 2 to A & A Painting in the amount of \$7,830.00.
  - H. Approve the purchase of ten (10) Zoll Plus Automatic External Defibrillators (AED's) from BioMedical Solutions in the amount of \$8,975.00.
  - I. Approve the purchase of a copy machine for the Public Safety Building in the amount of \$3,688.00 from Boss Business Solutions.
  - J. Approve Text Amendment 19-G-01, prohibiting the ignition, discharge and use of consumer fireworks during prescribed hours of each day; to prescribe penalties and to provide for the public health, safety and general welfare.

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.

- K. Award the 2019 Municipal Parking Area Sealcoating Project to Yeager Asphalt in an amount not to exceed \$30,184.70.
  - L. Approve the rezoning of parcel 28-12-3-26-3002-000 from B-4 and R-1 to B-3.
  - M. Award the contract to demolish 7329 Gratiot Road to Mead & Sons Contracting Inc. in the amount of \$7,800.00 and the asbestos survey to AKT Peerless in the amount of \$975.00.
  - N. Approve the recommended contract to install a new metal roof for the pavilion at Roberts Park.
  - O. Approve the recommended contractor to pave approximately 410 linear feet of trail at Roberts Park.
  - P. Approve proposed Consumers Energy easement for electrical service to 6660 Gratiot Road.
10. Reports
- |               |                          |                       |
|---------------|--------------------------|-----------------------|
| A. Supervisor | D. Manager               | H. Fire Dept.         |
| B. Clerk      | E. Community Development | I. Police Dept        |
| C. Treasurer  | F. DPW                   | J. Parks & Recreation |
|               | G. Finance               | K. Board Members      |
11. Executive Session  
None
12. Adjournment

Thomas Township  
Board of Trustee Meeting  
Citizen Comment Instructions

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

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

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

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



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  - N. Approve the recommended contract to install a new metal roof for the pavilion at Roberts Park.
  - O. Approve the recommended contractor to pave approximately 410 linear feet of trail at Roberts Park.
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      |
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Thomas Township  
Board of Trustee Meeting  
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THOMAS TOWNSHIP  
REGULAR BOARD MEETING MINUTES  
8215 Shields Drive, Saginaw, MI 48609  
August 5, 2019  
7:00 o'clock p.m.

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

ALSO PRESENT: Township Manager, Russ Taylor; Finance Director, Deidre Frollo; DPW Assistant Director, Trevor Schultz; Parks and Recreation Director, John Corriveau; Director of Community Development, Dan Sika; Police Chief, Al Fong; Fire Chief, Mike Cousins; Deputy Clerk, Darci Seamon; Township Attorney, Otto Brandt and 3 interested parties.

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

AGENDA  
THOMAS TOWNSHIP REGULAR BOARD MEETING  
8215 Shields Drive, Saginaw, MI 48609  
August 5, 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 July 8, 2019 Regular Board Minutes.
  - B. Approval of the Expenditures.
  - C. Promote Tyler Sutherland, Assistant Parks Director, from probationary to regular full-time employee.
  - D. Reappoint Terry Rock to the Compensation Commission for the term of 09/30/2019 to 09/30/2024.
  - E. Approve hiring Jenna Stevenson as part-time Fire Secretary.
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 Michigan Public Safety Communications System Member Subscriber Agreement.

- B. Approve the application to have Owen's Cemetery considered for inclusion on the National Register of Historic Places.
  - C. Approve Resolution 19-18 to authorize Consumers Energy Company to make changes in the lighting services as provided in the Standard Lighting Contract.
  - D. Approve the size of the property to be impacted by the Nature Preserve grant application.
  - E. Approve five year warranty and additional lawn restoration work for the recently constructed North Thomas Road sidewalk.
  - F. Approve water agreement with the City of Saginaw in the form of a memorandum of understanding to support continued development within the Great Lakes Tech Park.
10. Reports
 

<ol style="list-style-type: none"> <li>A. Supervisor</li> <li>B. Clerk</li> <li>C. Treasurer</li> </ol>	<ol style="list-style-type: none"> <li>D. Manager</li> <li>E. Community Development</li> <li>F. DPW</li> <li>G. Finance</li> </ol>	<ol style="list-style-type: none"> <li>H. Fire Dept.</li> <li>I. Police Dept.</li> <li>J. Parks &amp; Recreation</li> <li>K. Board Members</li> </ol>
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11. Executive Session
 

None
12. Adjournment
5. It was moved by Weber, seconded by Sommers to approve the consent agenda as presented. Motion carried unanimously.
  - A. Approval of Township Board minutes from the regular meeting 07/08/2019.
  - B. Expenditures consisting of:
 

Clearing Fund	\$6,060.32
General Fund	257,895.74
Public Safety-Fire Department	24,376.74
Fire Apparatus	1,230.70
Public Safety-Police Department	34,443.64
Public Safety-Drug Law Enforcement	0.00
Downtown Development Authority	514.19
Road Revolving Fund	0.00
Sewer Fund	58,974.36
Water Fund	262,988.19
Municipal Refuse	66,937.57
Tax	783,723.12
  - C. Approved the promotion of Tyler Sutherland, Assistant Parks Director, from probationary to regular full-time employee.
  - D. Approved the re-appointment of Terry Rock to the Compensation Commission for the term of 09/30/2109 to 09/30/2024.
  - E. Approved the hiring of Jenna Stevenson as part-time Public Safety (Fire) Secretary.
6. Communications-Petitions-Citizen Comments
  - A. Diane Meyers of 8020 Geddes Road requested a light or camera be installed for safety reasons due to vehicles not stopping at the sign on the corner of Miller and Geddes.
7. Public Hearing
  - A. None.
8. Unfinished Business
  - A. None.
9. New Business
  - A. It was moved by DeLine, seconded by Sommers to approve the Michigan Public Safety Communications System Member Subscriber Agreement. Motion carried unanimously.

Roll Call:

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

Absent: None

Nays: None

Abstain: None

- B. It was moved by Sommers seconded by Brosowski to approve the application to have Owen's Cemetery considered for inclusion on the National Register of Historic Places. Motion carried unanimously.
- C. It was moved by Thayer seconded by DeLine to approve Resolution 19-18 to authorize Consumers Energy Company to make changes in the lighting services as provided in the Standard Lighting Contract.

Roll Call:

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

Absent: None

Nays: None

Abstain: None

- D. It was moved by Weber seconded by Monahan to approve the size of the property to be impacted by the Nature Preserve grant application. Motion carried unanimously.
  - E. It was moved by Sommers seconded by Monahan to approve a five year warranty and additional lawn restoration work for the recently constructed North Thomas Road sidewalk. Motion carried unanimously.
  - F. It was moved by Weber and seconded by Thayer to approve a water agreement with the City of Saginaw in the form of a memorandum of understanding to support continued development within the Great Lakes Tech Park with the following contingency: legal counsel and the Manager's approval of the wording and revenue sharing amount. 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 – The Manager reported that seal coating projects started this week.
  - E. Receive and file Community Development Reports.
  - F. Receive and file the DPW Report. Assistant Director Schultz reported that the lead and copper results from the water sampling have not yet been received.
  - G. Receive and file the Finance Department Report.
  - H. Receive and file the Fire Department Report. Chief Cousins reported that the ice cream with a fire fighter event went over well with 200 cones being purchased with Fire Fighter Association funds. The majority of these funds come from a donation of one hours pay from each participating fire fighter. Chief Cousins also stated that the Fire Department would be receiving one Automatic External Defibrillator (AED) from the Pulse 3 Foundation.
  - I. Receive and file the Police Department Report.
  - J. Receive and file the Parks and Recreation Report. Director Corriveau reported that track had been added to the train along with a switch to allow the train to back in to each side of the depot at night. Ruff Around Roberts Park has been rescheduled for August 17, 2019 with a movie to follow.
  - K. Board Member Reports – None.

11. Executive Session:
  - A. None
12. It was moved by Brosowski, seconded by Monahan to adjourn the meeting at 7:31 p.m.  
Motion carried unanimously.

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Edward Brosowski, Clerk

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Dated



THOMAS TOWNSHIP  
SPECIAL BOARD MEETING MINUTES  
8215 Shields Drive, Saginaw, MI 48609  
August 23, 2019  
4:00 o'clock p.m.

1. The Special Board Meeting was called to order at 4:00 p.m. by Supervisor Weise.
2. PRESENT: Weise, Weber, Brosofski, Thayer, Sommers and DeLine.  
  
ABSENT: Monahan  
  
ALSO PRESENT: Township Manager, Russ Taylor and Deputy Clerk, Darci Seamon.
3. The Pledge of Allegiance was recited.
4. Motion was made by Brosofski, seconded by Sommers to approve the agenda as presented. Motion carried unanimously.

THOMAS TOWNSHIP SPECIAL BOARD MEETING  
8215 Shields Drive, Saginaw, MI 48609  
August 23, 2019  
4 P.M.

1. Call to Order
  2. Roll Call
  3. Pledge of Allegiance
  4. Approval of Agenda
  5. Consent Agenda  
A. None
  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 addendum to the Water Services Contract with the City of Saginaw.
  10. Executive Session  
A. None
  11. Adjournment
- 
5. Consent Agenda  
A. None
  6. Communications-Petitions-Citizen Comments:  
A. None.
  7. Public Hearing  
A. None.
  8. Old Business

- A. None
9. New Business:
- A. It was moved by Weber, support by Brosowski to approve the addendum to the Water Services Contract with the City of Saginaw. Motion carried unanimously.
10. Executive Session:
- A. None
11. It was moved by Sommers seconded by DeLine to adjourn the meeting at 4:09 p.m. Motion carried unanimously.

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Edward Brosowski, Clerk

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Dated



## TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** September 9, 2019
- **PERSON SUBMITTING:** Deidre Frollo, Fiscal Services Director
- **AGENDA TOPIC:** Approval of Expenditures
- **EXPLANATION OF TOPIC FOR BOARD MEMBERS:**  
The Appropriations Act passed in March Appropriated total funds for the 2019/2020 fiscal year for operating the budgets of the various finds. Monthly the board needs to approve the total expenditures in each fund for the month.

In addition to the fund expenditures listed in the motion, Library Fund expenditures were \$7,520.11. 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 \$1,448,456.25 with individual fund totals as follows:

Clearing Fund .....	2,910.16
General Fund.....	326,365.61
Public Safety - Fire Department.....	12,023.91
Fire Apparatus .....	0.00
Public Safety - Police Department .....	18,508.32
Public Safety - Drug Law Enforcement .....	0.00
Downtown Development Authority.....	80,512.11
Road Revolving Fund.....	0.00
Sewer Fund .....	149,525.92
Water Fund .....	378,203.16
Municipal Refuse .....	64,882.90
Tax .....	415,524.16

As shown on checks #60787-60920

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Fund 100 CLEARING FUND							
Dept 000							
100-000-231.716	DUE TO BC/BS UNION CO-IN	BLUE CROSS BLUE SHIELD	HEALTH/VISION	0003-09/20-10/1	08/27/19	2,877.66	60869
100-000-231.717	LIBRARY HEALTH INS CO-PA	BLUE CROSS BLUE SHIELD	HEALTH/VISION	0003-09/20-10/1	08/27/19	32.50	60869
Total For Dept 000						2,910.16	
Total For Fund 100 CLEARING FUND						2,910.16	
Fund 101 GENERAL OPERATING FUND							
Dept 000							
101-000-040.075	WEED VIOLATIONS	TRI-VALLEY CONSTRUCTI	NOXIOUS WEED - 190 S MILLER	4883	08/13/19	120.00	60847
101-000-040.075	WEED VIOLATIONS	TRI-VALLEY CONSTRUCTI	NOXIOUS WEED - 1560 N GLEANER	4884	08/13/19	300.00	60847
101-000-040.715	ACCOUNTS RECEIVABLE HEAL	BLUE CROSS BLUE SHIELD	HEALTH/VISION	0003-09/20-10/1	08/27/19	297.12	60859
101-000-040.715	ACCOUNTS RECEIVABLE HEAL	DELTA DENTAL	SEPTEMBER 2019 PREMIUM	RIS00024C5301	08/27/19	37.92	60878
101-000-231.750	DUE TO WORKMANS COMPENSA	MI MUNICIPAL WORKERS	WORKERS COMP PREMIUM - #2	6267205	08/27/19	1,129.30	60886
101-000-640.765	PROGRAM FEES ADULT SOFTB	DAVID FALLIS	REFUND - 2013 MENS SOFTBALL TOURNA	BUZZARDS	08/13/19	250.00	60800
101-000-675.000	DONATIONS/CONTRIBUTION	HOME DEPOT	REPAIRS/MAINTENANCE	AUGUST 2019	08/13/19	221.02	60804
Total For Dept 000						2,355.36	
Dept 101 BOARD-LEGISLATIVE							
101-101-802.000	LEGAL SERVICES	OTTO BRANDT	LEGAL SERVICES	AUGUST 2019	08/13/19	970.00	60819
101-101-802.000	LEGAL SERVICES	MASUD PATTERSON & SCH	LABOR CCUNSEL	60116	08/27/19	2,033.00	60885
101-101-900.000	LEGAL NOTICES	VIEW NEWSPAPER GROUP	JULY BOR/7-8-19 SUMMARY	279893	08/13/19	56.70	60851
Total For Dept 101 BOARD-LEGISLATIVE						3,059.70	
Dept 172 MANAGER-ADMINISTRATIVE							
101-172-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIELD	HEALTH/VISION	0003-09/20-10/1	08/27/19	1,451.25	60869
101-172-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIELD	HEALTH/VISION	0003-09/20-10/1	08/27/19	21.46	60869
101-172-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	SEPTEMBER 2019	08/27/19	79.70	60884
101-172-716.200	DENTAL INSURANCE	DELTA DENTAL	SEPTEMBER 2019 PREMIUM	RIS0002405301	08/27/19	144.13	60878
101-172-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	SEPTEMBER 2019	08/27/19	24.58	60884
101-172-817.000	PROFESSIONAL SERVICES	SAMSA	ANNUAL WEB MAINTENANCE - LEVEL 2	52551	08/27/19	181.82	60906
Total For Dept 172 MANAGER-ADMINISTRATIVE						2,102.94	
Dept 215 CLERK							
101-215-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIELD	HEALTH INSURANCE	0002-09/20-10/1	08/27/19	17.40	60868
101-215-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	SEPTEMBER 2019	08/27/19	53.62	60884
101-215-716.200	DENTAL INSURANCE	DELTA DENTAL	SEPTEMBER 2019 PREMIUM	RIS0002405301	08/27/19	44.13	60878
101-215-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	SEPTEMBER 2019	08/27/19	13.56	60884
101-215-936.000	MAINTENANCE AGREEMENTS	SAMSA	ANNUAL WEB MAINTENANCE - LEVEL 2	52551	08/27/19	181.82	60906
Total For Dept 215 CLERK						410.53	
Dept 253 TREASURER-FINANCE DEPARTMENT							
101-253-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIELD	HEALTH/VISION	0003-09/20-10/1	08/27/19	1,412.86	60869
101-233-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIELD	HEALTH INSURANCE	0002-09/20-10/1	08/27/19	18.58	60868
101-233-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIELD	HEALTH/VISION	0003-09/20-10/1	08/27/19	22.13	60869
101-233-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	SEPTEMBER 2019	08/27/19	117.63	60884
101-233-716.200	DENTAL INSURANCE	DELTA DENTAL	SEPTEMBER 2019 PREMIUM	RIS0002405301	08/27/19	158.91	60878
101-233-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	SEPTEMBER 2019	08/27/19	31.16	60884
101-253-804.000	MEMBERSHIP & DUES	APT US&C	2019/2020 MEMBERSHIP RENEWAL - FRO	21136	08/27/19	245.00	60864
101-253-817.000	PROFESSIONAL SERVICES	SAMSA	ANNUAL WEB MAINTENANCE - LEVEL 2	52551	08/27/19	181.82	60906
101-253-830.000	TAX ROLL PREPARATION	SAGINAW COUNTY TREASU	TAX ROLL - SUMMER 2019	3430	08/27/19	8,764.50	60903
Total For Dept 253 TREASURER-FINANCE DEPARTMENT						12,59	
Dept 257 ASS. NG							
101-257-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIELD	HEALTH INSURANCE	0002-09/20-10/1	08/27/19	1.46	60868

INVOICE GL DISTRIBUTION REPORT FOR THOMAS TOWNSHIP  
POST DATES 08/01/2019 - 08/31/2019  
JOURNALIZED  
PAID - CHECK TYPE: PAPER CHECK

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Fund 101 GENERAL OPERATING FUND							
Dept 257 ASSESSING							
101-257-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	SEPTEMBER 2019	08/27/19	7.60	60884
101-257-716.200	DENTAL INSURANCE	DELTA DENTAL	SEPTEMBER 2019 PREMIUM	RIS0002405301	08/27/19	14.41	60878
101-257-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	SEPTEMBER 2019	08/27/19	1.84	60884
101-257-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8055260353	08/13/19	43.49	60833
101-257-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8055344516	08/27/19	41.99	60911
101-257-817.000	PROFESSIONAL SERVICES	BS&A SOFTWARE	ANNUAL ASSESSING/SUPPORT FEE - 08/	125259	08/27/19	1,967.00	60873
101-257-936.000	MAINTENANCE AGREEMENTS	SAMSA	ANNUAL WEB MAINTENANCE - LEVEL 2	52551	08/27/19	181.82	60906
Total For Dept 257 ASSESSING						2,259.61	
Dept 265 BUILDING & GROUNDS							
101-265-740.000	OPERATING SUPPLIES	PRINT EXPRESS OFFICE	OFFICE SUPPLIES - ADMN BLDG	0087834-001	08/13/19	69.00	60821
101-265-740.000	OPERATING SUPPLIES	VECTOR TECH GROUP	INTERNAL HARD DRIVE - ADMN BLDG	153023	08/13/19	615.00	60850
101-265-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8055497940	08/27/19	84.52	60911
101-265-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8055344516	08/27/19	164.68	60911
101-265-740.600	BEAUTIFICATION DAY	SWAN VALLEY HIGH SCH	BEAUTIFICATION DAY - 05/23/19	12482	08/13/19	445.00	60837
101-265-810.100	CONTRACTED SERVICES	MAIL ROOM SERVICE CEN	POSTAGE/MAILINGS	07190364	08/13/19	944.02	60809
101-265-810.100	CONTRACTED SERVICES	TRI-VALLEY CONSTRUCTI	MOWING MEDIAN - M46	4931	08/13/19	1,100.00	60847
101-265-810.100	CONTRACTED SERVICES	SHRED EXPERTS	DOCUMENT SHREDDING	102196	08/27/19	45.00	60908
101-265-810.100	CONTRACTED SERVICES	TRI-VALLEY CONSTRUCTI	AUGUST LAWN MAINTENANCE	4466	08/27/19	428.57	60912
101-265-850.000	TELEPHONE	123.NET	TELEPHONE SERVICE	436228	08/13/19	117.81	60878
101-265-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 249 N MILLER RD	205544462705	08/27/19	891.07	60875
101-265-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 239 N MILLER RD	205900448027	08/27/19	390.57	60875
101-265-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 239 MILLER CT	201272910071	08/27/19	27.67	60875
101-265-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 7863 GRATIOT RD	201361881065	08/27/19	68.75	60875
101-265-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 6909 GRATIOT RD	201361881066	08/27/19	62.18	60875
101-265-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 101 LUTZKE RD	201361881067	08/27/19	46.66	60875
101-265-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 8270 GRATIOT RD	201361881068	08/27/19	48.26	60875
101-265-930.000	REPAIRS/MAINTENANCE	BARRETT SIGN	CHANGE BANNER - HABITAT FOR HUMANI	2752	08/13/19	100.00	60789
101-265-930.000	REPAIRS/MAINTENANCE	HOME DEPOT	REPAIRS/MAINTENANCE	AUGUST 2019	08/13/19	356.00	60804
101-265-930.000	REPAIRS/MAINTENANCE	TRUGREEN CHEMLAWN	LAWN MAINTENANCE - 249 N MILLER RD	108492511	08/27/19	100.00	60913
101-265-936.000	MAINTENANCE AGREEMENTS	BRADYS BUSINESS SYSTE	CAN-C5255 - 08/14/19-09/13/19	33AR391081	08/27/19	420.68	60871
101-265-974.000	CAPITAL IMPROVEMENTS	GRAEBNER EXCAVATING,	THOMAS TWP PARKING LOT EXPANSION,	8313	08/13/19	67,500.00	60802
101-265-974.000	CAPITAL IMPROVEMENTS	SPICER GROUP INC.	THOMAS TWP - COMPLEX PHASE II	196965	08/13/19	1,578.00	60831
101-265-974.000	CAPITAL IMPROVEMENTS	GRAEBNER EXCAVATING,	PERFORMANCE/PYMT BOND - PARKING L	8323	08/27/19	1,200.00	60882
Total For Dept 265 BUILDING & GROUNDS						76,803.44	
Dept 276 CEMETERY							
101-276-810.100	CONTRACTED SERVICES	TRI-VALLEY CONSTRUCTI	AUGUST LAWN MAINTENANCE	4466	08/27/19	1,385.71	60912
101-276-930.000	REPAIRS/MAINTENANCE	SHERWIN-WILLIAMS	PAINT - PARKS/CEMETERY	JULY 2019	08/13/19	50.29	60829
101-276-930.000	REPAIRS/MAINTENANCE	STONE QUEST INC	MI BOULDERS/BEACH PEBBLES/TOPSOIL/	JULY 2019	08/13/19	2,012.25	60834
101-276-940.100	EQUIPMENT RENTAL	R.B. SATKOWIAK'S CITY	2395 N RIVER RD - PORTABLE TOILET	0719-292	08/13/19	90.00	60822
Total For Dept 276 CEMETERY						3,538.25	
Dept 282 GREAT LAKES TECH PARK MTCE							
101-282-810.000	CONTRACTED SERVICES	TRI-VALLEY CONSTRUCTI	AUGUST LAWN MAINTENANCE	4466	08/27/19	607.14	60912
101-282-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 351 N GRAHAM RD	205989405601	08/27/19	217.23	60875
Total For Dept 282 GREAT LAKES TECH PARK MTCE						824.37	
Dept 371 COMMUNITY DEVELOPMENT							
101-371-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-09/20-10/1	08/27/19	1,454.89	60869
101-371-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH INSURANCE	0002-09/20-10/1	08/27/19	10.19	60868
101-371-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-09/20-10/1	08/27/19	23.05	60869
101-371-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	SEPTEMBER 2019	08/27/19	79.73	60884

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Fund 101 GENERAL OPERATING FUND							
Dept 371 COMMUNITY DEVELOPMENT							
101-371-716.200	DENTAL INSURANCE	DELTA DENTAL	SEPTEMBER 2019 PREMIUM	RIS00024C5301	08/27/19	245.02	60878
101-371-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	SEPTEMBER 2019	08/27/19	22.49	60884
101-371-740.000	OPERATING SUPPLIES	SAGINAW CO REGISTER O	SIDEWALK AGREEMENT	AUGUST 15, 2019	08/27/19	30.00	60902
101-371-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8055344516	08/27/19	108.36	60911
101-371-802.000	LEGAL SERVICES	OTTO BRANDT	LEGAL SERVICES	AUGUST 2019	08/13/19	1,600.00	60819
101-371-817.000	PROFESSIONAL SERVICES	SPICER GROUP INC.	THE GREENS AT APPLE MTN	197547	08/27/19	125.00	60909
101-371-936.000	MAINTENANCE AGREEMENTS	SAMSA	ANNUAL WEB MAINTENANCE - LEVEL 2	52551	08/27/19	181.82	60906
101-371-938.100	GAS & DIESEL FUEL	WEX INC	GAS/DIESEL FUEL	60525881	08/13/19	18.79	60853
			Total For Dept 371 COMMUNITY DEVELOPMENT			3,899.34	
Dept 421 CONSTRUCTION CODES							
101-421-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-09/20-10/1	08/27/19	1,190.45	60869
101-421-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH INSURANCE	0002-09/20-10/1	08/27/19	2.90	60868
101-421-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-09/20-10/1	08/27/19	11.96	60869
101-421-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	SEPTEMBER 2019	08/27/19	48.50	60884
101-421-716.200	DENTAL INSURANCE	DELTA DENTAL	SEPTEMBER 2019 PREMIUM	RIS0002405301	08/27/19	172.96	60878
101-421-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	SEPTEMBER 2019	08/27/19	13.29	60884
101-421-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8055344516	08/27/19	30.99	60911
101-421-936.000	MAINTENANCE AGREEMENTS	SAMSA	ANNUAL WEB MAINTENANCE - LEVEL 2	52551	08/27/19	181.82	60906
101-421-938.100	GAS & DIESEL FUEL	WEX INC	GAS/DIESEL FUEL	60525881	08/13/19	77.37	60853
101-421-960.000	EDUCATION & TRAINING	CODE OFFICIALS CONF O	2019 FALL CONFERENCE REGISTRATION	SEPT. 24-27, 20	08/13/19	285.00	60795
101-421-960.000	EDUCATION & TRAINING	SAG VALLEY CHAPTER IC	EDU CLASS - SIKI	SEPTEMBER 12, 2	08/27/19	40.00	60900
			Total For Dept 421 CONSTRUCTION CODES			2,055.24	
Dept 442 SIDEWALKS							
101-442-974.000	CAPITAL IMPROVEMENTS	CONSUMERS ENERGY	ELECTRIC STREETLIGHTS - CIAC - SHO	9316093698	08/13/19	700.00	60796
101-442-974.000	CAPITAL IMPROVEMENTS	WOBIG CONSTRUCTION CO	N THOMAS RD SIDEWALK CONTRUCTION	146-19	08/13/19	83,692.78	60857
			Total For Dept 442 SIDEWALKS			84,392.78	
Dept 448 STREET LIGHTING							
101-448-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 486C9 LED LIGHT RD	204654531961	08/13/19	1,167.24	60797
101-448-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - STREET LIGHTS	201806771773	08/13/19	4,609.73	60797
			Total For Dept 448 STREET LIGHTING			5,776.97	
Dept 752 ADMINISTRATION							
101-752-716.00C	HEALTH INSURANCE	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-09/20-10/1	08/27/19	1,520.73	6C869
101-752-716.10C	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-09/20-10/1	08/27/19	15.09	6C869
101-752-716.10C	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	SEPTEMBER 2019	08/27/19	97.13	6C884
101-752-716.20C	DENTAL INSURANCE	DELTA DENTAL	SEPTEMBER 2019 PREMIUM	RIS0002405301	08/27/19	144.13	6C878
101-752-716.30C	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	SEPTEMBER 2019	08/27/19	27.62	6C884
101-752-740.000	OPERATING SUPPLIES	BRADYS BUSINESS SYSTE	KYOCERA - 30111 - 08/27/19-09/26/1	33AR394930	08/27/19	29.98	60871
101-752-817.000	PROFESSIONAL SERVICES	OTTO BRANDT	LEGAL SERVICES	AUGUST 2019	08/13/19	100.00	60819
101-752-901.000	PRINTING & PUBLISHING	PRINT EXPRESS OFFICE	SAVE THE DATE - EVENING IN THE PAR	0087972-001	08/27/19	213.00	60894
101-752-901.000	PRINTING & PUBLISHING	PRINT EXPRESS OFFICE	ENVELOPES - EVENING IN THE PARK	0087999-001	08/27/19	57.78	60894
			Total For Dept 752 ADMINISTRATION			2,205.46	
Dept 756 FACILITY ACQUISITION/CONSTRUC							
101-756-974.500	CAP IMPROVEMENT THOMAS T	SPICER GROUP INC.	THOMAS TWP - MULTI-USE PATH	196961	08/13/19	851.00	60831
101-756-974.550	CAPITAL IMPROVEMENTS ROB	WIRT STONE DOCK	RIP RAP - MENS CLUB DUMPSFER	62846	08/13/19	89.43	60856

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Fund 101 GENERAL OPERATING FUND							
Dept 761 SWIM PROGRAMS							
101-761-930.000	REPAIRS/MAINTENANCE	SUNSHINE POOLS	SHOCK/PH+/ALK+/TEST STRIPS	56576	08/13/19	292.15	60836
			Total For Dept 761 SWIM PROGRAMS			292.15	
Dept 765 ADULT SOFTBALL							
101-765-740.000	OPERATING SUPPLIES	SAGINAW KNITTING MILL	TROPHY PLATE - REC SLOWPITCH	81793	08/27/19	9.75	60905
101-765-740.000	OPERATING SUPPLIES	SAGINAW KNITTING MILL	TROPHY PLATE - REC MENS SLOWPITCH	81847	08/27/19	9.75	60905
101-765-810.000	CONTRACTED SERVICES	CHARLIE A DIJAK	MENS SOFTBALL - 07/25-08/07/19	2019-5	08/13/19	66.00	60793
101-765-810.000	CONTRACTED SERVICES	JOSEPH F MURAWSKI	MENS SOFTBALL - 07/25-08/07/19	2019-5	08/13/19	84.00	60806
101-765-810.000	CONTRACTED SERVICES	MARK KOLTON	MENS SOFTBALL - 07/25-08/07/19	2019-5	08/13/19	66.00	60810
101-765-810.000	CONTRACTED SERVICES	ROBERT KUBCZAK	MENS SOFTBALL - 07/25-08/07/19	2019-5	08/13/19	150.00	60823
101-765-810.000	CONTRACTED SERVICES	WILLIAM FALLER	MENS SOFTBALL - 07/25-08/07/19	2019-5	08/13/19	84.00	60855
			Total For Dept 765 ADULT SOFTBALL			469.50	
Dept 768 ARCHERY							
101-768-740.000	OPERATING SUPPLIES	TSC STORES	MAINTENANCE/REPAIRS	AUGUST 2019	08/27/19	9.37	60914
			Total For Dept 768 ARCHERY			9.37	
Dept 770 OPERATIONS & MAINTENANCE							
101-770-740.000	OPERATING SUPPLIES	SAM'S CLUB/SYNCHRONY	CONCESSIONS/DAY CAMP SUPPLIES	JULY 2019	08/13/19	30.86	60826
101-770-810.000	CONTRACTED SERVICES	TRI-VALLEY CONSTRUCTI	AUGUST LAWN MAINTENANCE	4466	08/27/19	3,957.14	60912
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 755 BACON ST L4 LIG	201806771757	08/13/19	79.58	60797
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 300 LEDDY RD L4 LIG	201806771734	08/13/19	217.03	60797
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 605 S MILLER RD	601011933426	08/13/19	38.51	60797
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 755 BACON ST	202340762011	08/27/19	47.10	60875
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 300 LEDDY RD	202963682543	08/27/19	122.31	60875
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 9535 GRATIOT RD	204743552857	08/27/19	8.43	60875
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 400 LEDDY RD - POOL	205455473235	08/27/19	767.99	60875
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 400 LEDDY RD	205455473236	08/27/19	68.13	60875
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 455 S MILLER RD	205989405590	08/27/19	155.38	60875
101-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 700 S RIVER RD	206790109925	08/27/19	38.51	60875
101-770-930.000	REPAIRS/MAINTENANCE	CARTER LUMBER	REPAIRS/MAINTENANCE - PARKS	JULY 2019	08/13/19	16.29	60792
101-770-930.000	REPAIRS/MAINTENANCE	HOME DEPOT	REPAIRS/MAINTENANCE	AUGUST 2019	08/13/19	1,732.44	60804
101-770-930.000	REPAIRS/MAINTENANCE	JONNIE-ON-THE-SPOT IN	PORTABLE TOILET RNTL - ROBERTS PAR	A-74602	08/13/19	320.00	60805
101-770-930.000	REPAIRS/MAINTENANCE	NAPA AUTO PARTS OF SH	VEHICLE MAINTENANCE	JULY 2019	08/13/19	87.19	60816
101-770-930.000	REPAIRS/MAINTENANCE	SHERWIN-WILLIAMS	PAINT - PARKS/CEMETERY	JULY 2019	08/13/19	105.07	60829
101-770-930.000	REPAIRS/MAINTENANCE	STAN S BONDED LOCKSMI	LEVER CLASSROOM LOCK - PARKS	34959	08/13/19	74.00	60832
101-770-930.000	REPAIRS/MAINTENANCE	STONE QUEST INC	MI BOULDERS/BEACH PEBBLES/TOPSOIL/	JULY 2019	08/13/19	162.21	60834
101-770-930.000	REPAIRS/MAINTENANCE	TSC STORES	MAINTENANCE/REPAIRS	AUGUST 2019	08/27/19	802.01	60914
101-770-938.000	VEHICLE EXPENSE	CARLETON EQUIPMENT CO	REPAIR - CT235 TRACTOR - PARKS	03-397268	08/27/19	3,681.03	60874
101-770-938.100	GAS & DIESEL FUEL	WEX INC	GAS/DIESEL FUEL	60525881	08/13/19	871.18	60853
			Total For Dept 770 OPERATIONS & MAINTENANCE			13,382.39	
Dept 774 SPECIAL EVENTS							
101-774-740.000	OPERATING SUPPLIES	SAM'S CLUB/SYNCHRONY	CONCESSIONS/DAY CAMP SUPPLIES	JULY 2019	08/13/19	29.94	60826
			Total For Dept 774 SPECIAL EVENTS			29.94	
Dept 775 DAY CAMP							
101-775-740.000	OPERATING SUPPLIES	SAM'S CLUB/SYNCHRONY	CONCESSIONS/DAY CAMP SUPPLIES	JULY 2019	08/13/19	70.52	60826
101-775-831.000	FIELD TRIPS	SWAN VALLEY SCHOOL DI	DAY CAMP TRIPS - 7/12/19 & 7/19/1	2019-20-04	08/13/19	253.50	60838
101-775-831.000	FIELD TRIPS	SWAN VALLEY SCHOOL DI	DAY CAMP TRIPS - 07/26/19 & 08/02/	2019-20-06	08/13/19	292.50	60838
101-775-831.000	FIELD TRIPS	WEISS CENTENNIAL FARM	DAY CAMP TRIP - 8/2/19	AUGUST 2, 2019	08/13/19	108.00	60852
			Total For Dept 775 DAY CAMP			724.52	

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Fund 101 GENERAL OPERATING FUND							
Dept 776 TRAIN							
101-776-930.000	REPAIRS/MAINTENANCE	MKR FABRICATORS COMEA	STEEL - TRAIN MAINTENANCE	83886	08/13/19	80.59	60815
101-776-930.000	REPAIRS/MAINTENANCE	NAPA AUTO PARTS OF SH	VEHICLE MAINTENANCE	JULY 2019	08/13/19	38.25	60816
101-776-930.000	REPAIRS/MAINTENANCE	SHERWIN-WILLIAMS	PAINT - PARKS/CEMETERY	JULY 2019	08/13/19	10.50	60829
101-776-930.000	REPAIRS/MAINTENANCE	SCIENTIFIC BRAKE & EQ	AIR COMPRESSOR - TRAIN - PARKS	010231342	08/27/19	316.93	60907
101-776-938.100	GAS & DIESEL FUEL	WEX INC	GAS/DIESEL FUEL	60525881	08/13/19	53.55	60853
			Total For Dept 776 TRAIN			499.82	
Dept 995 TRANSFER-OUT							
101-995-999.205	PUBLIC SAFETY - FIRE	THOMAS TWP PUBLIC SAF	1ST QUARTER TRANSFER - FIRE	2019-2020	08/13/19	43,761.50	60842
101-995-999.207	PUBLIC SAFETY - POLICE	THOMAS TWP PUBLIC SAF	1ST QUARTER TRANSFER - POLICE	2019/2020	08/13/19	65,263.25	60843
			Total For Dept 995 TRANSFER-OUT			109,024.75	
			Total For Fund 101 GENERAL OPERATING FUND			326,365.61	
Fund 205 PUBLIC SAFETY-FIRE DEPARTMENT							
Dept 000							
205-000-231.750	DUE TO WORKMANS COMPENSA	MI MUNICIPAL WORKERS	WORKERS COMP PREMIUM - #2	6267205	08/27/19	1,189.02	60886
205-000-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-09/20-10/1	08/27/19	1,935.88	60869
205-000-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-09/20-10/1	08/27/19	25.19	60869
205-000-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	SEPTEMBER 2019	08/27/19	103.40	60884
205-000-716.200	DENTAL INSURANCE	DELTA DENTAL	SEPTEMBER 2019 PREMIUM	RIS0002405301	08/27/19	216.38	60878
205-000-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	SEPTEMBER 2019	08/27/19	29.86	60884
205-000-740.000	OPERATING SUPPLIES	BATTERIES PLUS - 380	12V LEAD BATTERY	P17260357	08/13/19	24.95	60790
205-000-740.000	OPERATING SUPPLIES	PRINT EXPRESS OFFICE	OFFICE SUPPLIES - FIRE	0087760-001	08/13/19	53.98	60821
205-000-740.000	OPERATING SUPPLIES	VECTOR TECH GROUP	VGA ADAPTER - FIRE	152875	08/13/19	30.00	60850
205-000-740.000	OPERATING SUPPLIES	PRINT EXPRESS OFFICE	OFFICE SUPPLIES - FIRE	0087951-001	08/27/19	39.00	60894
205-000-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8055344516	08/27/19	19.99	60911
205-000-742.000	UNIFORMS	PHOENIX SAFETY OUTFIT	UNIFORMS - FIRE	SI-97236	08/13/19	40.50	60820
205-000-742.000	UNIFORMS	PHOENIX SAFETY OUTFIT	UNIFORMS - FIRE	SI-97318	08/13/19	430.06	60820
205-000-742.000	UNIFORMS	SANDLOT SPORTS	UNIFORMS - FIRE	38511	08/13/19	21.20	60827
205-000-742.000	UNIFORMS	SIGN IMAGE INC	HELMET LOGOS - FIRE	25141	08/13/19	423.50	60830
205-000-742.000	UNIFORMS	SIGN IMAGE INC	HELMET LOGOS - FIRE	25142	08/13/19	28.00	60830
205-000-802.000	LEGAL SERVICES	OTTO BRANDT	LEGAL SERVICES	AUGUST 2019	08/13/19	150.00	60819
205-000-810.100	CONTRACTED SERVICES	THOMAS TWP GENERAL FU	IT REIMBURSEMENT - FIRE	5164	08/13/19	222.50	60841
205-000-810.100	CONTRACTED SERVICES	XEROX CORPORATION	METER/USAGE/CHARGES	096751364	08/13/19	134.83	60858
205-000-810.100	CONTRACTED SERVICES	XEROX CORPORATION	METER/USAGE/CHARGES	097639072	08/13/19	125.36	60858
205-000-810.100	CONTRACTED SERVICES	OTIS ELEVATOR COMPANY	OIL & GREASE - 09/01/19-11/30/19	CMV65515C919	08/27/19	75.67	60893
205-000-810.100	CONTRACTED SERVICES	TRI-VALLEY CONSTRUCTI	AUGUST LAWN MAINTENANCE	4466	08/27/19	446.43	60912
205-000-836.000	EMPLOYMENT PHYSICALS	COVENANT OCCUPATIONAL	EMPLOYEE PHYSICALS	205371	08/13/19	797.92	60798
205-000-836.000	EMPLOYMENT PHYSICALS	COVENANT OCCUPATIONAL	EMPLOYEE PHYSICALS	205602	08/13/19	959.66	60798
205-000-836.000	EMPLOYMENT PHYSICALS	COVENANT OCCUPATIONAL	EMPLOYEE PHYSICAL	205918	08/13/19	308.83	60798
205-000-850.000	TELEPHONE	123.NET	TELEPHONE SERVICE	436228	08/13/19	117.82	60787
205-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 48609 STREN RD	201361852210	08/13/19	22.43	60797
205-000-920.000	UTILITIES	THOMAS TWP WATER	UTILITY BILL - 9970 DICE RD	05/01/19-08/01/	08/13/19	32.15	60844
205-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 355 N MILLER RD	205544462706	08/27/19	471.76	60875
205-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 8215 SHIELDS DR	202963682779	08/27/19	316.37	60875
205-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 9970 DICE RD	203764623700	08/27/19	249.83	60875
205-000-936.000	MAINTENANCE AGREEMENTS	APOLLO FIRE EQUIPMENT	REPAIR - E1	53610	08/13/19	207.66	60788
205-000-936.000	MAINTENANCE AGREEMENTS	APOLLO FIRE EQUIPMENT	REPAIR - TENDER 2	53611	08/13/19	207.66	60788
205-000-936.000	MAINTENANCE AGREEMENTS	APOLLO FIRE EQUIPMENT	REPAIR - E2	53614	08/13/19	207.66	60788
205-000-936.000	MAINTENANCE AGREEMENTS	APOLLO FIRE EQUIPMENT	REPAIR - TRUCK 1	53634	08/13/19	1.66	60788
205-000-936.000	MAINTENANCE AGREEMENTS	DYNAMIC PIPING COMFAN	ANNU. INSPECTION FIRE PROTECTION	7414	08/27/19	75.00	60879
205-000-936.000	MAINTENANCE AGREEMENTS	SAMSA	ANNUAL WEB MAINTENANCE - LEVEL 2	52551	08/27/19	181.82	60906

INVOICE GL DISTRIBUTION REPORT FOR THOMAS TOWNSHIP  
POST DATES 08/019 - 08/31/2019  
JOURNALIZED  
PAID - CHECK TYPE: PAPER CHECK

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Fund 205 PUBLIC SAFETY-FIRE DEPARTMENT							
Dept 000							
205-000-938.000	VEHICLE EXPENSE	APOLLO FIRE EQUIPMENT	REPAIR - TRUCK '93 PIERCE	53706	08/13/19	104.00	60788
205-000-938.000	VEHICLE EXPENSE	MEEKHOF TIRE SALES &	LEAKING VALVE TIRE - FIRE	715432-61	08/13/19	102.00	60812
205-000-938.000	VEHICLE EXPENSE	NAPA AUTO PARTS OF SH	VEHICLE MAINTENANCE	JULY 2019	08/13/19	22.34	60816
205-000-938.000	VEHICLE EXPENSE	TUFFY AUTO SERVICE CE	VEHICLE MAINTENANCE - FIRE	23956	08/13/19	74.86	60848
205-000-938.100	GAS & DIESEL FUEL	WEX INC	GAS/DIESEL FUEL	60525881	08/13/19	496.78	60853
205-000-960.000	EDUCATION & TRAINING	MIDMICHIGAN MEDICAL C	EMT STUDENTS SUMMER CLASS - BLUE	351	08/13/19	700.00	60814
205-000-960.000	EDUCATION & TRAINING	MIDMICHIGAN MEDICAL C	MEDICAL FIRST RESPONDER PRGM - FOL	SEPT 3 - NOV 12	08/27/19	500.00	60888
			Total For Dept 000			12,023.91	
			Total For Fund 205 PUBLIC SAFETY-FIRE DEPARTMENT			12,023.91	
Fund 207 PUBLIC SAFETY-POLICE							
Dept 000							
207-000-231.750	DUE TO WORKMANS COMPENSA	MI MUNICIPAL WORKERS	WORKERS COMP PREMIUM - #2	6267205	08/27/19	1,476.65	60886
207-000-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-09/20-10/1	08/27/19	8,088.24	60869
207-000-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH INSURANCE	0002-09/20-10/1	08/27/19	40.19	60868
207-000-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-09/20-10/1	08/27/19	119.83	60869
207-000-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	SEPTEMBER 2019	08/27/19	459.11	60884
207-000-716.200	DENTAL INSURANCE	DELTA DENTAL	SEPTEMBER 2019 PREMIUM	RIS0002405301	08/27/19	1,054.06	60878
207-000-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	SEPTEMBER 2019	08/27/19	137.80	60884
207-000-740.000	OPERATING SUPPLIES	LIFELOC TECHNOLOGIES	MOUTHPieces - POLICE	325697	08/13/19	540.00	60808
207-000-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8055344516	08/27/19	48.87	60911
207-000-742.000	UNIFORMS	NYE UNIFORM COMPANY	UNIFORMS - POLICE	700404B	08/13/19	471.50	60818
207-000-742.000	UNIFORMS	SANDLOT SPORTS	UNIFORMS - POLICE	38297	08/13/19	27.00	60827
207-000-742.000	UNIFORMS	SANDLOT SPORTS	UNIFORMS - POLICE	38308	08/13/19	175.00	60827
207-000-742.000	UNIFORMS	NYE UNIFORM COMPANY	UNIFORMS - POLICE	700404	08/27/19	29.50	60892
207-000-802.000	LEGAL SERVICES	OTTO BRANDT	LEGAL SERVICES	AUGUST 2019	08/13/19	1,190.00	60819
207-000-802.000	LEGAL SERVICES	MASUD PATTERSON & SCH	LABOR COUNSEL	60116	08/27/19	285.00	60885
207-000-810.100	CONTRACTED SERVICES	THOMAS TWP GENERAL FU	IT REIMBURSEMENTS - POLICE	5171	08/13/19	267.00	60841
207-000-810.100	CONTRACTED SERVICES	XEROX CORPORATION	METER/USAGE/CHARGES	096751364	08/13/19	134.84	60858
207-000-810.100	CONTRACTED SERVICES	XEROX CORPORATION	METER/USAGE/CHARGES	097639072	08/13/19	125.37	60858
207-000-810.100	CONTRACTED SERVICES	OTIS ELEVATOR COMPANY	OIL & GREASE - 09/01/19-11/30/19	CWV65515C919	08/27/19	75.67	60893
207-000-810.100	CONTRACTED SERVICES	TRI-VALLEY CONSTRUCTI	AUGUST LAWN MAINTENANCE	4466	08/27/19	182.14	60912
207-000-836.000	EMPLOYMENT PHYSICALS	COVENANT OCCUPATIONAL	EMPLOYEE PHYSICAL	205641	08/13/19	102.00	60798
207-000-850.000	TELEPHONE	123.NET	TELEPHONE SERVICE	436228	08/13/19	117.82	60787
207-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 8215 SHIELDS DR	1409011	08/27/19	316.37	60875
207-000-930.000	REPAIRS/MAINTENANCE	SUMMIT COMPANIES	OPERATING SUPPLIES	1409011	08/13/19	37.40	60835
207-000-936.000	MAINTENANCE AGREEMENTS	DYNAMIC PIPING COMPAN	ANNUAL INSPECTION FIRE PROTECTION	7414	08/27/19	175.00	60879
207-000-936.000	MAINTENANCE AGREEMENTS	SAMSA	ANNUAL WEB MAINTENANCE - LEVEL 2	52551	08/27/19	181.82	60906
207-000-938.000	VEHICLE EXPENSE	DALE STROEBEL S AUTO	VEHICLE MAINTENANCE - POLICE	JULY 2019	08/13/19	79.76	60799
207-000-938.000	VEHICLE EXPENSE	TREIB INC	VEHICLE WASHES	JULY 2019	08/13/19	37.50	60846
207-000-938.000	VEHICLE EXPENSE	QUICK LANE TIRE & AUT	VEHICLE REPAIR - POLICE	34665	08/27/19	590.04	60895
207-000-938.100	GAS & DIESEL FUEL	WEX INC	GAS/DIESEL FUEL	60525881	08/13/19	1,834.39	60853
207-000-960.000	EDUCATION & TRAINING	SHERRI SIMERSON	REIMBURSEMENT - 08-07-19 - POLICE	LASO TRAINING	08/13/19	85.66	60828
207-000-960.000	EDUCATION & TRAINING	SHERRI SIMERSON	REIMBURSEMENT - 8-14-19 - POLICE	TAC TRAINING	08/27/19	22.79	60920
			Total For Dept 000			18,508.32	
			Total For Fund 207 PUBLIC SAFETY-POLICE			18,508.32	
Fund 248 DOWNTOWN Development Authority							
Dept 000							
248-000-910.000	INSURANCE GENERAL LIABIL	MY MEMBER INSURANCE A	COMMERCIAL PKG RENEWAL/TERRORISM C	12706	08/27/19	2,818.00	60890
248-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 239 MILLER CT	201272910071	08/27/19	27.66	60875

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Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY							
Dept 000							
248-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 7863 GRATIOT RD	201361881065	08/27/19	68.75	60875
248-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 6909 GRATIOT RD	201361881066	08/27/19	62.17	60875
248-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 101 LUTZKE RD	201361881067	08/27/19	45.66	60875
248-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 8270 GRATIOT RD	201361881068	08/27/19	48.26	60875
248-000-930.000	REPAIRS/MAINTENANCE	LEDDY ELECTRIC INC.	REPAIR STREETLIGHT - FRONT OF MEIJ	6161	08/27/19	1,431.86	60883
248-000-991.500	PRINCIPAL - STREETLIGHT	CHASE	BOND/INTEREST PAYMENT	FINAL	08/14/19	75,000.00	60859
248-000-995.100	INTEREST BONDS	CHASE	BOND/INTEREST PAYMENT	FINAL	08/14/19	1,008.75	60859
Total For Dept 000						80,512.11	
Total For Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY						80,512.11	
Fund 271 LIBRARY FUND							
Dept 000							
271-000-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIELD	HEALTH/VISION	0003-09/20-10/1	08/27/19	838.05	60869
271-000-716.000	HEALTH INSURANCE	DELTA DENTAL	SEPTEMBER 2019 PREMIUM	RIS0002405301	08/27/19	37.92	60878
271-000-716.500	DISABILITY	UNUM WEBS	DISABILITY - LIBRARY	8052	08/27/19	584.54	60915
271-000-727.000	OFFICE SUPPLIES	PRINT EXPRESS OFFICE	OFFICE SUPPLIES - LIBRARY	0087476-001	08/27/19	22.11	60894
271-000-727.000	OFFICE SUPPLIES	PRINT EXPRESS OFFICE	OFFICE SUPPLIES - LIBRARY	0087850-001	08/27/19	792.97	60894
271-000-728.000	CHILDRENS BOOKS	BAKER & TAYLOR	CHILDREN/ADULT BOOKS	8048	08/27/19	922.30	60867
271-000-728.100	ADULT BOOKS	BAKER & TAYLOR	CHILDREN/ADULT BOOKS	8048	08/27/19	1,049.55	60867
271-000-728.100	ADULT BOOKS	GALE/CENGAGE LEARNING	BOOKS	8049	08/27/19	322.04	60881
271-000-728.200	AUDIO/VISUAL BOOKS	RECORDED BOOKS	AUDIO/VISUAL BOOKS	8051	08/27/19	387.80	60897
271-000-730.000	PERIODICALS	DETROIT MEDIA PARTNER	SUBSCRIPTION - LIBRARY	08/01/19-07/31/	08/13/19	336.03	60801
271-000-730.000	PERIODICALS	THE SAGINAW NEWS	SUBSCRIPTION - LIBRARY	07/17/19-10/28/	08/13/19	334.40	60839
271-000-850.000	TELEPHONE	AT&T	TELEPHONE SERVICE	989781377008132	08/27/19	219.98	60865
271-000-850.000	TELEPHONE	WILDFIRE CREDIT UNION	MEIJER/GFS/CHARTER	AUGUST 2019	08/27/19	94.98	60918
271-000-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 8207 SHIELDS DR	202963682778	08/27/19	981.86	60875
271-000-930.000	REPAIRS/MAINTENANCE	B&B LAWN MAINTENANCE	LAWN MAINTENANCE - LIBRARY	JULY 2019	08/27/19	240.00	60866
271-000-930.000	REPAIRS/MAINTENANCE	WILDFIRE CREDIT UNION	MEIJER/GFS/CHARTER	AUGUST 2019	08/27/19	355.58	60918
Total For Dept 000						7,520.11	
Total For Fund 271 LIBRARY FUND						7,520.11	
Fund 590 SEWER FUND							
Dept 000							
590-000-202.000	ACCOUNTS PAYABLE	BRENDA MEY	UB REFUND FOR ACCOUNT: CROC-008839	07/30/2019	08/27/19	6.43	60872
590-000-231.750	DUE TO WORKMANS COMPENSA	MI MUNICIPAL WORKERS	WORKERS COMP PREMIUM - #2	6267205	08/27/19	452.96	60886
Total For Dept 000						459.39	
Fund 536 ADMINISTRATION							
Dept 536 ADMINISTRATION							
590-536-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIELD	HEALTH/VISION	0003-09/20-10/1	08/27/19	1,551.70	60869
590-536-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIELD	HEALTH/VISION	0003-09/20-10/1	08/27/19	19.57	60869
590-536-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	SEPTEMBER 2019	08/27/19	70.61	60884
590-536-716.200	DENTAL INSURANCE	DELTA DENTAL	SEPTEMBER 2019 PREMIUM	RIS0002405301	08/27/19	173.05	60878
590-536-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	SEPTEMBER 2019	08/27/19	21.78	60884
590-536-740.000	OPERATING SUPPLIES	PRINT EXPRESS OFFICE	OFFICE SUPPLIES - DPW	0087917-001	08/13/19	117.50	60821
590-536-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8055344516	08/27/19	30.37	60911
590-536-745.000	OPERATING SUPPLIES OFFIC	BRADYS BUSINESS SYSTE	KYOCERA - 2525E - DPW	33AR386056	08/13/19	73.50	60791
590-536-745.000	OPERATING SUPPLIES OFFIC	STAPLES ADVANTAGE	OFFICE SUPPLIES	8055260353	08/13/19	94.47	60833
590-536-804.000	MEMBERSHIP & DUES	AMERICAN WATER WORKS	2019/2020 MEMBERSHIP RENEWAL - HOP	7001694654	08/27/19	170.00	60863
590-536-804.000	MEMBERSHIP & DUES	WATER ENVIRONMENT FED	MEMBERSHIP RENEWAL - HOPPER	2019	08/27/19	707.50	60916
Total For Dept 536 ADMINISTRATION						30.05	



GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Fund 590 SEWER FUND							
Fund 591 WATER FUND							
Dept 000						149,525.92	
591-000-202.000	ACCOUNTS PAYABLE	BRENDA MEY	UB REFUND FOR ACCOUNT: CROO-008839	07/30/2019	08/27/19	5.79	50872
591-000-202.000	ACCOUNTS PAYABLE	WICHMAN, KAREN & DUST	UB refund for account: AUTU-012221	08/27/2019	08/27/19	82.45	50917
591-000-231.750	DUE TO WCRKANS COMPENSA	MI MUNICIPAL WORKERS	WORKERS COMP PREMIUM - #2	6267205	08/27/19	568.13	50886
591-000-255.140	SAGINAW CONTROL & ENGINE	SPICER GROUP INC.	THOMAS TWP - SAGINAW CONTROL/ENGR	197383	08/13/19	70.00	50831
Total For Dept 000							826.37
Dept 536 ADMINISTRATION							
591-536-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-09/20-10/1	08/27/19	1,551.70	50869
591-536-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-09/20-10/1	08/27/19	19.57	50869
591-536-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	SEPTEMBER 2019	08/27/19	70.61	50884
591-536-716.200	DENTAL INSURANCE	DELTA DENTAL	SEPTEMBER 2019 PREMIUM	RIS0002405301	08/27/19	173.05	50878
591-536-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	SEPTEMBER 2019	08/27/19	21.78	50884
591-536-740.000	OPERATING SUPPLIES	PRINT EXPRESS OFFICE	OFFICE SUPPLIES - DPW	0087917-001	08/13/19	117.50	50821
591-536-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8055344516	08/27/19	30.38	50911
591-536-745.000	OPERATING SUPPLIES OFFIC	BRADYS BUSINESS SYSTE	KYOCERA - 2525E - DPW	33AR386056	08/13/19	73.50	50791
591-536-745.000	OPERATING SUPPLIES OFFIC	STAPLES ADVANTAGE	OFFICE SUPPLIES	8055260353	08/13/19	94.47	50833
591-536-802.000	LEGAL SERVICES	MCGINTY, HITCH, ET AL	WATER AGREEMENT #2	2-2019	08/13/19	2,704.20	50811
591-536-804.000	MEMBERSHIP & DUES	AMERICAN WATER WORKS	2019/2020 MEMBERSHIP RENEWAL - HOP	7001694654	08/27/19	170.00	50863
591-536-804.000	MEMBERSHIP & DJES	WATER ENVIRONMENT FED	MEMBERSHIP RENEWAL - HOPPER	2019	08/27/19	107.50	50916
Total For Dept 536 ADMINISTRATION							5,134.26
Dept 540 OPERATIONS & MAINTENANCE							
591-540-716.000	HEALTH INSURANCE	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-09/20-10/1	08/27/19	1,852.65	50869
591-540-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH INSURANCE	0002-09/20-10/1	08/27/19	1.90	50868
591-540-716.100	VISION/SHORT TERM DISAB/	BLUE CROSS BLUE SHIEL	HEALTH/VISION	0003-09/20-10/1	08/27/19	24.16	50869
591-540-716.100	VISION/SHORT TERM DISAB/	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	SEPTEMBER 2019	08/27/19	89.55	50884
591-540-716.200	DENTAL INSURANCE	DELTA DENTAL	SEPTEMBER 2019 PREMIUM	RIS0002405301	08/27/19	199.56	50878
591-540-716.300	INSURANCE LONG TERM DISA	MADISON NATIONAL LIFE	LIFE/DISABILITY/AD&D	SEPTEMBER 2019	08/27/19	24.53	50884
591-540-740.000	OPERATING SUPPLIES	U. S. POSTAL SERVICE	BULK MAIL PERMIT #273	08/21/2019	08/21/19	1,250.00	50860
591-540-740.000	OPERATING SUPPLIES	U. S. POSTAL SERVICE	PERMIT IMPRINT - MARKETING MAIL	AUGUST 21, 2019	08/21/19	117.50	50861
591-540-742.000	UNIFORMS	THE WORK WEAR STORE	UNIFORMS - DPW	51559	08/13/19	25.00	50840
591-540-810.000	CONTRACTED SERVICES	TRI-VALLEY CONSTRUCTI	AUGUST LAWN MAINTENANCE	4466	08/27/19	517.86	50912
591-540-817.000	PROFESSIONAL SERVICES	NORTHERN LAKE SERVICE	DW SAMPLES - 06/11/19	360669	08/13/19	488.70	50817
591-540-817.000	PROFESSIONAL SERVICES	NORTHERN LAKE SERVICE	DW SAMPLES - 06/25/19	360670	08/13/19	488.70	50817
591-540-817.000	PROFESSIONAL SERVICES	NORTHERN LAKE SERVICE	DW SAMPLES - 07/09/19	360671	08/13/19	488.70	50817
591-540-817.000	PROFESSIONAL SERVICES	SPICER GROUP INC.	THOMAS TWP - THE GREENS AT APPLE M	197385	08/13/19	15,790.39	50831
591-540-817.000	PROFESSIONAL SERVICES	NORTHERN LAKE SERVICE	DW SAMPLES - 07/23/19	361471	08/27/19	488.70	50891
591-540-850.000	TELEPHONE	123.NET	TELEPHONE SERVICE	436228	08/13/19	117.82	50787
591-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 12350 GEDDES RD	207145459-54	08/13/19	25.40	50797
591-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 1167 N GRAHAM RD	204120608650	08/27/19	296.83	50875
591-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 2020 ORR RD	202429758047	08/27/19	25.40	50875
591-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 8215 SHIELDS DR	202963682779	08/27/19	474.56	50875
591-540-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 9465 TITABAWASSEE	206523169486	08/27/19	25.40	50875
591-540-927.000	PURCHASING WATER	CITY OF SAGINAW	USAGE - 6703 GRATIOT	07/31/2019	08/13/19	203,158.67	50794
591-540-927.100	READINESS TO SERVE CITY	CITY OF SAGINAW	USAGE - 6703 GRATIOT	07/31/2019	08/13/19	76,096.02	50794
591-540-930.000	REPAIRS/MAINTENANCE	H&B EQUIPMENT & RENTA	REPAIRS/MAINTENANCE - DPW	JULY 2019	08/13/19	10.25	50803
591-540-930.000	REPAIRS/MAINTENANCE	HOME DEPOT	REPAIRS/MAINTENANCE	AUGUST 2019	08/13/19	428.66	50804
591-540-930.000	REPAIRS/MAINTENANCE	NAPA AUTO PARTS OF SH	VEHIC MAINTENANCE	JULY 2019	08/13/19	1.48	50816
591-540-930.000	REPAIRS/MAINTENANCE	STONE QUEST INC	MI B. ERS/BEACH PEBBLES/TOPSOIL/	JULY 2019	08/13/19	35.74	50834
591-540-930.000	REPAIRS/MAINTENANCE	USABUEBOOK	MAINTENANCE SUPPLIES - DPW	964920	08/13/19	2,115.50	50849

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Fund 591 WATER FUND							
Dept 540 OPERATIONS & MAINTENANCE							
591-540-930.000	REPAIRS/MAINTENANCE	MICHIGAN PIPE & VALVE	MATERIALS - THE GREENS WATER SERVI	S021323	08/27/19	20,300.00	60887
591-540-930.000	REPAIRS/MAINTENANCE	MICHIGAN PIPE & VALVE	CURB BOXES - THE GREENS WATER SERV	S021478	08/27/19	720.00	60887
591-540-930.000	REPAIRS/MAINTENANCE	MICHIGAN PIPE & VALVE	5.5 CURB BOXES - THE GREENS WATER	S021479	08/27/19	1,800.00	60887
591-540-930.000	REPAIRS/MAINTENANCE	MICHIGAN PIPE & VALVE	MATERIALS - THE GREENS WATER SERVI	S021482	08/27/19	132.00	60887
591-540-930.000	REPAIRS/MAINTENANCE	ROHDE BROTHERS EXCAVA	WATERMAIN REPAIR - 6978 WALLACE	117174	08/27/19	1,292.50	60899
591-540-930.000	REPAIRS/MAINTENANCE	ROHDE BROTHERS EXCAVA	WATERMAIN REPAIR - DUTCH RD	117175	08/27/19	2,185.00	60899
591-540-930.000	REPAIRS/MAINTENANCE	STAN S BONDED LOCKSMI	KEYS - DPW	36652	08/27/19	3.75	60910
591-540-930.000	REPAIRS/MAINTENANCE	TRUGREEN CHEMLAWN	LAWN MAINTENANCE - 8215 SHIELDS DR	108492378	08/27/19	37.50	60913
591-540-930.000	REPAIRS/MAINTENANCE	TRUGREEN CHEMLAWN	LAWN MAINTENANCE - 251 MILLER CT	108492455	08/27/19	30.00	60913
591-540-930.000	REPAIRS/MAINTENANCE	TRUGREEN CHEMLAWN	LAWN MAINTENANCE - COMMUNITY PARK	108492568	08/27/19	25.00	60913
591-540-930.000	REPAIRS/MAINTENANCE	TRUGREEN CHEMLAWN	LAWN MAINTENANCE - 355 N MILLER RD	108492639	08/27/19	30.00	60913
591-540-930.000	REPAIRS/MAINTENANCE	TSC STORES	MAINTENANCE/REPAIRS	AUGUST 2019	08/27/19	94.92	60914
591-540-930.000	REPAIRS/MAINTENANCE	WOHLFEIL HARDWARE	STR SHFT EDGER/BLADE - DPW	89856	08/27/19	92.97	60919
591-540-936.000	MAINTENANCE AGREEMENTS	SAMSA	ANNUAL WEB MAINTENANCE - LEVEL 2	52551	08/27/19	181.81	60906
591-540-938.000	VEHICLE EXPENSE	NAPA AUTO PARTS OF SH	VEHICLE MAINTENANCE	JULY 2019	08/13/19	23.85	60816
591-540-938.000	VEHICLE EXPENSE	TOTTEN TIRE NORTHWEST	VEHICLE MAINTENANCE - DPW	184143	08/13/19	23.48	60845
591-540-938.000	VEHICLE EXPENSE	TOTTEN TIRE NORTHWEST	VEHICLE MAINTENANCE - DPW	184144	08/13/19	498.00	60845
591-540-938.000	VEHICLE EXPENSE	WEX INC	GAS/DIESEL FJEL	60525881	08/13/19	1,092.67	60853
591-540-938.000	VEHICLE EXPENSE	MIKE S WRECKER SERVIC	TOW - 95 CHEV KODIAL DUMP TRUCK -	1619157	08/27/19	75.00	60889
591-540-939.000	CONTRACTED CONNECTIONS	AMERICAN EXCAVATING,	THE GREENS DEVELOPMENT WATER SERVI	5000	08/27/19	24,000.00	60862
591-540-939.000	CONTRACTED CONNECTIONS	ROHDE BROTHERS EXCAVA	INSTALL WATER SVC - N THOMAS	117201	08/27/19	1,287.50	60899
591-540-939.000	CONTRACTED CONNECTIONS	ROHDE BROTHERS EXCAVA	INSTALL WATER SVC - W GROVE	117202	08/27/19	1,107.50	60899
Total For Dept 540 OPERATIONS & MAINTENANCE						360,253.08	
Dept 900 CAPITAL CONTROL							
591-900-974.000	CAPITAL IMPROVEMENTS	KEYES TRENCHING	THOMAS TWP - SHIELDS/WALLACE WATER	126566SG2018-1	08/13/19	10,761.95	60807
591-900-974.000	CAPITAL IMPROVEMENTS	SPICER GROUP INC.	THOMAS TWP - SHIELDS DR/WALLACE DR	197384	08/13/19	1,227.50	60831
Total For Dept 900 CAPITAL CONTROL						11,989.45	
Total For Fund 591 WATER FUND						378,203.16	
Fund 596 MUNICIPAL REFUSE FUND							
Dept 000							
596-000-231.750	DUE TO WORKMANS COMPENSA	MI MUNICIPAL WORKERS	WORKERS COMP PREMIUM - #2	6267205	08/27/19	31.94	60886
596-000-808.000	REFUSE CONTRACT	MTD MICHIGAN WASTE AU	JUNE SOLID WASTE SERVICES	JUNE 2019	08/13/19	64,669.14	60813
596-000-817.000	PROFESSIONAL SERVICES	SAMSA	ANNUAL WEB MAINTENANCE - LEVEL 2	52551	08/27/19	181.82	60906
Total For Dept 000						64,882.90	
Total For Fund 596 MUNICIPAL REFUSE FUND						64,882.90	
Fund 703 TAX FUND							
Dept 000							
703-000-202.000	ACCOUNTS PAYABLE	BOHICA INVESTMENT LTD	2019 Sum Tax Refund 28-12-3-13-319	08/27/2019	08/27/19	21.56	60870
703-000-202.000	ACCOUNTS PAYABLE	FRANKENMUTH CREDIT UN	2019 Sum Tax Refund 28-12-3-04-210	08/27/2019	08/27/19	686.36	60880
703-000-222.000	DUE TO SAGINAW COUNTY TR	SAGINAW COUNTY TREASU	TAX PAYMENTS - 07/27/19-08/08/19	SUMMER 2019	08/13/19	78,160.86	60824
703-000-222.000	DUE TO SAGINAW COUNTY TR	SAGINAW COUNTY TREASU	TAX PAYMENTS - 08/09/19-08/19/19	SUMMER 2019	08/27/19	107,385.80	60903
703-000-222.400	DUE TO SAGINAW COUNTY SE	SAGINAW COUNTY TREASU	TAX PAYMENTS - 07/27/19-08/08/19	SUMMER 2019	08/13/19	96,578.99	60825
703-000-222.400	DUE TO SAGINAW COUNTY SE	SAGINAW COUNTY TREASU	TAX PAYMENTS - 08/09/19-08/19/19	SUMMER 2019	08/27/19	132,690.59	60904
Total For Dept 000						415,524.16	
Total For Fund 703 TAX FUND						415,524.16	

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Fund Totals:							
			Fund 100 CLEARING FUND			2,910.16	
			Fund 101 GENERAL OPERATING FUND			326,365.61	
			Fund 205 PUBLIC SAFETY-FIRE DEPARTME			12,023.91	
			Fund 207 PUBLIC SAFETY-POLICE			18,508.32	
			Fund 248 DOWNTOWN Development Author			80,512.11	
			Fund 271 LIBRARY FUND			7,520.11	
			Fund 590 SEWER FUND			149,525.92	
			Fund 591 WATER FUND			378,203.16	
			Fund 596 MUNICIPAL REFUSE FUND			64,882.90	
			Fund 703 TAX FUND			415,524.16	
Total For All Funds:						1,455,976.36	

CASH SUMMARY BY ACCOUNT FOR THOMAS TOWNSHIP  
 FROM 04/01/2019 TO 08/31/2019  
 FUND: ALL FUNDS  
 CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 04/01/2019	Total Debits	Total Credits	Ending Balance 08/31/2019
100	CLEARING FUND				
001.000	59	11,464.04	6,187,339.82	6,188,739.06	10,064.80
Fund 101	GENERAL OPERATING FUND				
002.000	CASH THE STATE BANK	1,498,070.15	1,583,844.87	2,463,302.53	618,612.49
002.010	THE STATE BANK SAVINGS	0.00	1,002,636.41	0.00	1,002,636.41
002.350	CASH CHASE BANK	10,760.25	6.58	0.00	10,766.83
002.385	CASH CHEMICAL BANK	853,758.95	8,447.72	500,000.01	362,206.66
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	3,463.64	0.00	234,486.37
	GENERAL OPERATING FUND	3,843,612.08	3,098,399.22	2,963,302.54	3,978,708.76
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	64,955.27	212,490.53	496,400.38
Fund 206	FIRE APPARATUS				
002.000	CASH THE STATE BANK	712,809.06	6,713.92	8,887.14	710,635.84
Fund 207	PUBLIC SAFETY-POLICE				
002.000	CASH THE STATE BANK	1,200,283.78	128,460.40	454,609.02	874,135.16
Fund 246	ROAD REVOLVING FUND				
002.000	CASH THE STATE BANK	128,981.39	1,389.36	0.00	130,370.75
0175	Certificate of Deposit Chemic	610,966.47	0.00	0.00	610,966.47
	ROAD REVOLVING FUND	739,947.86	1,389.36	0.00	741,337.22
Fund 248	Downtown Development Authority				
002.000	CASH THE STATE BANK	63,735.85	25,556.78	81,618.77	7,673.86
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	49,196.23	138,522.41	488,453.52
003.271	CD LIBRARY 08/2016 .50	205,340.00	0.00	0.00	205,340.00
	LIBRARY FUND	783,119.70	49,196.23	138,522.41	693,793.52
Fund 590	SEWER FUND				
002.000	CASH THE STATE BANK	1,151,367.21	494,925.04	1,055,633.72	590,658.53
002.010	THE STATE BANK SAVINGS	0.00	501,318.21	0.00	501,318.21
002.200	RESERVED CASH SYSTEM EXPANSIO	31,500.23	57,576.42	0.00	89,076.65
002.385	CASH CHEMICAL BANK	937,517.80	1,996.23	500,000.00	439,514.03
002.386	CHEMICAL BANK SYSTEM EXPANSIO	117,933.00	0.00	0.00	117,933.00
003.175	Certificate of Deposit Chemic	1,500,000.00	500,000.00	0.00	2,000,000.00
	SEWER FUND	3,738,318.24	1,555,815.90	1,555,633.72	3,738,500.42
Fund 591	WATER FUND				
001.100	CLEARING CASH	2,000.00	0.00	0.00	2,000.00
000	CASH THE STATE BANK	1,189,497.60	998,250.30	2,062,506.15	125,241.75
0010	THE STATE BANK SAVINGS	0.00	250,659.10	0.00	250,659.10
002.200	RESERVED CASH SYSTEM EXPANSIO	51,343.99	15,000.00	0.00	66,343.99
002.375	CASH HUNTINGTON BANK	233,097.14	12,974.78	0.00	246,071.92
002.385	CASH CHEMICAL BANK	41,766.08	1,030.58	0.00	42,796.66
002.386	CHEMICAL BANK SYSTEM EXPANSIO	266,176.00	0.00	0.00	266,176.00

CASH SUMMARY BY ACCOUNT FOR THOMAS TOWNSHIP  
FROM 04/01/2019 TO 08/31/2019  
FUND: ALL FUNDS  
CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 04/01/2019	Total Debits	Total Credits	Ending Balance 08/31/2019
002.387	CHEMICAL BANK BUSINESS CHECKING	505,420.54	1,680.06	3,409.49	503,651.11
002.390	CASH FIRST STATE BANK	244,944.39	457.99	0.00	245,402.38
003.175	Certificate of Deposit Chemic	1,259,905.50	0.00	12,646.06	1,247,259.44
003.375	CERTIFICATE OF DEPOSITS HUNTINGT	250,000.00	0.00	0.00	250,000.00
	WATER FUND	4,044,151.24	1,280,052.81	2,078,561.70	3,245,642.35
Fund 596	MUNICIPAL REFUSE FUND				
002.000	CASH THE STATE BANK	678,175.10	1,662.53	293,006.07	386,831.56
002.385	CASH CHEMICAL BANK	302,943.93	1,013.85	0.00	303,957.78
	MUNICIPAL REFUSE FUND	981,119.03	2,676.38	293,006.07	690,789.34
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	1,705,574.97	1,199,247.28	506,327.69
	TOTAL - ALL FUNDS	16,943,447.30	14,106,131.06	15,174,618.24	15,874,960.12



## **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** September 9, 2019
- **SUBMITTED BY:** Director of Public Works, Rick Hopper
- **AGENDA TOPIC:** Accept the resignation of Dana Stemple as an after-hours, part-time custodian.
- **EXPLANATION OF TOPIC:**  
Dana Stemple has submitted a letter of resignation from her position as an after-hours part-time custodian. Dana has served Thomas Township well for nearly ten years. This has been brought to the Personnel Committee.
- **SUPPORTING DOCUMENTATION:** Resignation letter.
- **POSSIBLE COURSES OF ACTION:** Approve, Deny, Amend or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to accept the resignation of Dana Stemple as an after-hours, part-time custodian.
- **ROLL CALL VOTE REQUIRED?** No





## **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** September 9, 2019
- **SUBMITTED BY:** Russ Taylor, Township Manager
- **AGENDA TOPIC:** Approve the creation of a second part-time receptionist position.
- **EXPLANATION OF TOPIC:** The Personnel Committee is recommending that Jennifer Holtman, part time receptionist, be reassigned three out of five days per week to provide support to the Township Assessor. In addition, a new receptionist would be hired to cover those three days and to provide some extra support during vacations and peak times.

The Township Assessor is in need of some dedicated clerical support. The expectations and requirements of the State regarding local assessing have greatly increased over the past five to six years with the intention of improving consistency and professionalism throughout the State. The result is that there is a lot more paperwork to complete and steps to adhere to in order to stay in compliance with the State.

Meanwhile, we have been encouraging and supporting our receptionist, Jennifer Holtman, with acquiring not only a stronger knowledge of assessing, but to also obtain State certification. She successfully obtained her first certification level earlier this year and has been providing some clerical support for the Assessor when she has the time after her regular duties. The reasons for investing in her training are to have another person available to answer assessment related questions when our part time assessor is unavailable, she could be helpful in the event that the Assessor left and to develop her as a possible future replacement in the long term picture. With a part-time Assessor, there are many times that customer have to wait to meet during her working hours. By having Jennifer provide more assessing support, she could help answer customers' questions during the assessor's absence.

On the days that she is assisting the Assessor directly, Jennifer would work from a new workspace set up in the old Board Room. That way she would not be pulled into other assignments.

- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** None
- **POSSIBLE COURSES OF ACTION:** Approve, Amend, Deny or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to approve the creation of a second part-time receptionist position.
- **ROLL CALL VOTE REQUIRED:** No.

**NOTICE OF PUBLIC HEARING**  
**Thomas Township**  
**County of Saginaw, Michigan**

PLEASE TAKE NOTICE that a regular meeting of the Thomas Township Board of Trustees will be held on September 9, 2019, at 7:00 p.m. at the Thomas Township Public Safety Building, 8215 Shields Drive, Saginaw, MI 48609, at which time and place a public hearing will be held on the following: Amendments to the Thomas Township Sewer Rate Schedule F and Sewer Quarterly Ready to Serve Charges.

***Proposed Five Year Plan for Quarterly Ready To Serve and Commodity Charges for Sewer:***

<b>FYE 3/31</b>					
<b>QUARTERLY SEWER RTS</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
5/8 inch	\$ 15.50	\$ 16.21	\$ 16.98	\$ 17.80	\$ 18.67
3/4 inch	\$ 15.50	\$ 16.21	\$ 16.98	\$ 17.80	\$ 18.67
1 inch	\$ 46.51	\$ 48.64	\$ 50.94	\$ 53.40	\$ 56.00
1.25 inch	\$ 46.51	\$ 48.64	\$ 50.94	\$ 53.40	\$ 56.00
1.5 inch	\$ 51.16	\$ 53.50	\$ 56.04	\$ 58.74	\$ 61.60
2 inch	\$ 96.11	\$ 100.52	\$ 105.28	\$ 110.36	\$ 115.74
3 inch	\$ 170.52	\$ 178.33	\$ 186.78	\$ 195.79	\$ 205.35
4 inch	\$ 387.56	\$ 405.31	\$ 424.51	\$ 444.98	\$ 466.70
6 inch	\$ 775.11	\$ 810.61	\$ 849.02	\$ 889.97	\$ 933.40
8 inch	\$ 1,395.20	\$ 1,459.10	\$ 1,528.23	\$ 1,601.94	\$ 1,680.11
10 inch	\$ 2,170.31	\$ 2,269.72	\$ 2,377.25	\$ 2,491.91	\$ 2,613.51
12 inch	\$ 2,728.39	\$ 2,853.36	\$ 2,988.54	\$ 3,132.68	\$ 3,285.56
<b>Commodity Charge</b>					
<b>per 1,000 gallons used</b>	\$ 4.42	\$ 4.62	\$ 4.84	\$ 5.06	\$ 5.29

Proposed Charges will become effective 30 days after the date of publication of this notice, and subsequent adoption by Resolution of the Thomas Township Board of Trustees on September 9, 2019.

Written and/or Oral comments will also be received at the Thomas Township Office through the date of the hearing and should be sent to Thomas Township Manager, 249 North Miller Road, Saginaw, MI 48609.

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.

Edward Brosowski, Clerk  
Thomas Township





### **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** September 9, 2019
- **SUBMITTED BY:** Russ Taylor, Township Manager  
Deidre Frollo, Fiscal Services Director
- **AGENDA TOPIC:** 2018/2019 Annual Audit
- **EXPLANATION OF TOPIC:** Robert Klaczekiewicz from Smith & Klaczekiewicz, PC will be presenting the results of the annual audit of the financial statements. The Audit demonstrates that we are in good financially position with no major problems relative to our financial activities. We have received an unqualified opinion (which indicates there are no material misstatements or errors in accounting procedures.) The audit is in compliance with all current GASB statements.
- **MATERIAL ATTACHED AS SUPPORTING INFORMATION:**  
None, the audit was previously issued.
- **POSSIBLE COURSES OF ACTION:**  
Accept/not accept audit as presented
- **SUGGESTED/REQUESTED MOTION:**  
Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to accept the 2018/2019 audit as presented.
- **ROLL CALL VOTE REQUIRED?** No





## TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** September 9, 2019
- **SUBMITTED BY:** Russ Taylor, Township Manager
- **AGENDA TOPIC:** Approve Resolution 19-16 to adjust sewer rates and ready to serve costs for the next five years.
- **EXPLANATION OF TOPIC:** Municipal Analytics out of Ann Arbor, Michigan completed a study of the financial position of the Township's Sewer Fund and determined what rates should be charged over the course of the next five years to ensure the solvency of the Fund and to provide adequate funding for the anticipated expenditures and capital projects during that same time period. The Board previously approved sewer rate changes based upon their study; however, there was an error in one of the assumptions in the study. Basically, Municipal Analytics used the AWWA standard for water meter flows when they should have used the flows as determined by the Township Engineer in previous studies. The impact of this change is minimal in terms of rate costs, though it is necessary for accuracy and fairness purposes.

The revised report is included with this memo for your review. The rate table in the proposed resolution represents the correction. The new rates will go into effect the first of October and will therefore be billed starting in October.

Current		Proposed Rates	
5/8	15.00	5/8	15.50
3/4	15.00	3/4	15.50
1	45.00	1	46.51
1 1/4	45.00	1 1/4	46.51
1 1/2	49.50	1 1/2	51.16
2	93.00	2	96.11
3	165.00	3	170.52
4	375.00	4	387.56
6	750.00	6	775.11
8	1,350.00	8	1,395.20
10	2,100.00	10	2,170.31
12	2,640.00	12	2,728.39

- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Resolution 19-16 and Sanitary Sewer Rate Study.
- **POSSIBLE COURSES OF ACTION:** Approve, Amend, Deny or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to approve Resolution 19-16 to adjust sewer rates and ready to serve costs for the next five years.
- **ROLL CALL VOTE REQUIRED:** Yes.

RESOLUTION 19-16  
TOWNSHIP OF THOMAS  
SAGINAW COUNTY, MICHIGAN  
RESOLUTION FOR ADJUSTING SEWER RATES  
AND THE QUARTERLY READY TO SERVE CHARGES

At a regular meeting of the Board of Trustees of the Township of Thomas, held on the 9th day of September 2019 at 7 o'clock p.m. Michigan Time.

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

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

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

WHEREAS the sewer rates and charges for Thomas Township are set and charged by resolution and ordinance; and

WHEREAS the Thomas Township Board of Trustees has determined that sanitary sewer rates and charges should be adjusted over the next five years, so as to enhance the financial integrity of the sewer fund and to assure that sewer services will be provided as reasonably required.

NOW, THEREFORE BE IT RESOLVED that the following rates and charges shall be adjusted as follows:

1. The Commodity Rate is set forth in the proposed five year rate schedule with annual rate increases implemented on October 1, 2019, for the first year and April 1<sup>st</sup> of each sequential year thereafter.
2. The Ready to Serve Charge for sewer shall be charged on a quarterly basis to all customers with regular, master and sprinkler meters based upon the water meter sizes over the next five years as noted in the following proposed five year rate schedule with increases implemented on October 1, 2019, for the first year and April 1<sup>st</sup> of each sequential year thereafter.

***Proposed Five Year Rate Schedule for Quarterly Ready To Serve Charges for Sewer:***

<b>FYE 3/31</b>					
<b>QUARTERLY SEWER RTS</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
5/8 inch	\$ 15.50	\$ 16.21	\$ 16.98	\$ 17.80	\$ 18.67
3/4 inch	\$ 15.50	\$ 16.21	\$ 16.98	\$ 17.80	\$ 18.67
1 inch	\$ 46.51	\$ 48.64	\$ 50.94	\$ 53.40	\$ 56.00
1.25 inch	\$ 46.51	\$ 48.64	\$ 50.94	\$ 53.40	\$ 56.00
1.5 inch	\$ 51.16	\$ 53.50	\$ 56.04	\$ 58.74	\$ 61.60
2 inch	\$ 96.11	\$ 100.52	\$ 105.28	\$ 110.36	\$ 115.74
3 inch	\$ 170.52	\$ 178.33	\$ 186.78	\$ 195.79	\$ 205.35
4 inch	\$ 387.56	\$ 405.31	\$ 424.51	\$ 444.98	\$ 466.70
6 inch	\$ 775.11	\$ 810.61	\$ 849.02	\$ 889.97	\$ 933.40
8 inch	\$1,395.20	\$1,459.10	\$1,528.23	\$1,601.94	\$1,680.11
10 inch	\$2,170.31	\$2,269.72	\$2,377.25	\$2,491.91	\$2,613.51
12 inch	\$2,728.39	\$2,853.36	\$2,988.54	\$3,132.68	\$3,285.56
<b>Commodity Charge per 1,000 gallons used</b>	\$ 4.42	\$ 4.62	\$ 4.84	\$ 5.06	\$ 5.29

3. That the notice of Public Hearing with the intent to adjust the sewer rates and ready to serve charges was published in the Township View on August 8, 2019.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSTAINED: \_\_\_\_\_

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

The Supervisor declared the resolution adopted.

\_\_\_\_\_  
Robert Weise, Supervisor

**CERTIFICATE**

I, Edward Brosowski, the duly elected and acting Clerk of Thomas Township, hereby, certify that the foregoing resolution was adopted by the Township Board of said Township at the regular meeting of said Board held on September 9, 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

# Sanitary Sewer Cost of Service Rate Study

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Prepared for

**Thomas Township,  
Michigan**



Submitted

May 2019

by **Municipal Analytics**



**Insights and applications for better financial management**

1550 Westfield Avenue  
Ann Arbor, MI 48103  
734.277.4454



May 29, 2019

Russell Taylor  
Township Manager  
Thomas Township  
249 N Miller Rd  
Saginaw, MI 48609

Dear Mr. Taylor:

We have completed our analysis of the revenue requirements for the Township's sanitary sewer utility. The primary goal of this study has been to determine the rates required to produce adequate revenues to fund the Township's wastewater operations, maintenance and replacement (OM&R), capital and debt service requirements. The resulting recommendations for rates and financial management of the utility are summarized in this report.

Municipal Analytics appreciates the opportunity to work with the Township on this study.

If you should have any questions about this analysis, please do not hesitate to contact me at 734-277-4454.

Very truly yours,

A handwritten signature in dark ink, appearing to read "John Kaczor", is written over a faint, larger version of the same signature.

John Kaczor  
Principal

**THOMAS TOWNSHIP  
SANITARY SEWER COST OF SERVICE RATE STUDY REPORT**

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## **SECTION 1. INTRODUCTION**

This report presents a recommended rate structure calculated to fully fund the Township's wastewater utility operations in future years. In summary, the objectives of this study were to:

- Determine the true total cost of providing sanitary sewer services
- Evaluate the rate impacts of capital projects and financing alternatives
- Develop a long-term financial plan to ensure the utility remains financially stable
- Develop a long-term rate track to smooth out rate adjustments and minimize rate impact on customers
- Explore appropriate connection charges to be assessed on new utility service connections.

With support and input from Township staff, we have prepared a rate strategy that meets the project objectives and ensures financial stability of the Sewer Fund.

### **1.1. Background**

Thomas Township owns and operates a public wastewater collection system, serving approximately 3,400 customers. The Township contracts with neighboring Saginaw Charter Township for treatment of wastewater.

Operating and maintaining public utilities requires regular investment in infrastructure and qualified employees to ensure the efficient and safe provision of utility services. As costs and operating demands change, it is essential that the utility's rates be periodically evaluated and adjusted. Through this process, rate equity is assured, and the financial health of the enterprise fund can be monitored and maintained. The Township last performed a rate study in 2007.

In recognition of the importance of updating and maintaining rates sufficient to fund this vital community service, the Township engaged Municipal Analytics to undertake a cost of service rate study to identify longer-term expenditure trends, cash reserve needs, capital funding capacity, and other financial conditions of its sewer utility.

### **1.2. Description of Wastewater System**

The municipal wastewater collection system is owned and operated by Thomas Township. The wastewater collection system is comprised of a network of primarily gravity sewer mains and some force main. Fourteen lift stations are used to move wastewater through the gravity mains.

The Township contracts with neighboring Saginaw Charter Township for wastewater treatment.

### **1.3. Scope of Study**

To gain an understanding of Township's sewer finances and operations, we reviewed the sewer fund budget, financial reports, billing records, capital needs, past reports, current rates, utility ordinances and organizational documents. The study focused on determining the revenue required to fully satisfy the cash needs of the wastewater fund. Revenue requirements were then considered in light of the Township's customer base and user charge system, and recommendations were made regarding the rates required to fund operations, maintenance and replacement (OM&R), capital and debt service

expenditures. The Township has been provided a working Utility Financial Analytics tool to maintain rates in future years.

## SECTION 2. ANALYSIS

Determining adequate utility rates requires a number of financial and customer inputs, assumptions, policy considerations and customer impact analysis. These inputs have been integrated into a comprehensive rate model, developed in Excel spreadsheet format. In this section, each of these components is addressed, to provide a framework for the developed rates presented in Section 3.

### 2.1. Rate Model

To calculate sewer revenue requirements and the resulting rates needed to fund operations, we have prepared an Excel-based rate model. The model encompasses the financial and customer data needed to prepare a thorough rate analysis. The 15-year financial plan is driven by a number of assumptions and integrates the anticipated capital improvement investments expected in the coming years. Outputs of the model include summary charts and tables displaying the interaction between assumptions, rates, cash balances, capital investments, debt service and other metrics. Using the model, the rates outlined in Section 3 were developed and tested. Several alternative rate options were also evaluated. The final rate recommendations were reviewed with the Township prior to completion of this study. The model has been provided to the Township for ongoing future use in setting rates.

### 2.2. Operating Budget

Sewer fund cash expenditures have averaged about \$1.12 million per year for the past several years. The largest single expense item relates to the wastewater treatment contract with Saginaw Township, followed by other repairs & maintenance, labor and administrative fees. Actual Sewer Fund expenditures for fiscal years ending 2016-2018 are summarized below.

	<u>FYE 3/31</u>	<u>Actual 2016</u>	<u>Actual 2017</u>	<u>Actual 2018</u>
<b>Administration</b>				
Labor		88,564	91,079	101,644
Administrative Fee		92,987	93,917	94,856
Other Administration		6,547	19,379	8,027
<b>Operations &amp; Maintenance</b>				
Labor		168,253	176,330	154,241
Sewage Treatment Fees		431,749	408,377	422,162
Other O&M		208,899	320,798	283,643
<b>Capital Control</b>		191,962	2,531	(3,320)
<b>Debt Service</b>				
		1,188,961	1,112,411	1,061,254

As seen in the table below, operating revenues are composed primarily of user charges, which are shown as Usage and Ready to Serve.

<u>FYE 3/31</u>	<u>Actual 2016</u>	<u>Actual 2017</u>	<u>Actual 2018</u>
<b>Revenues</b>			
License & Permits	240	160	140
Usage	1,144,697	1,104,643	1,059,023
Capacity Fee	28,000	21,000	7,000
Ready to Serve	250,899	246,946	252,421
Connections	30,324	-	-
Penalty	10,257	9,601	10,315
Interest Earned	3,725	4,925	20,560
Equipment Rental	6,435	4,069	3,573
Stark Road Special Assessment	-	-	-
Sale of Fixed Assets	-	-	-
Reimbursements*	97	-	2,568
<b>Total Revenues</b>	<b>1,474,674</b>	<b>1,391,344</b>	<b>1,355,599</b>

### 2.3. Customer Base

The Township sanitary sewer utility serves approximately 3,400 active customer accounts. 95% of customers are residential, 4% are commercial, and a small number of customers are classified as industrial, governmental, churches and schools.

The number of customers is assumed to increase by 20 each year for the 15-year forecast period considered in this study.

While industrial customers comprise less than 1% of the total customer base, the volume of industrial wastewater is 35% of the total volume of the Township. Residential volume is about 53% of the total, and commercial volumes represent about 10%.

### 2.4. Existing Debt

Thomas Township has no existing sewer debt.

### 2.5. Rate Structure

Sewer customers are billed a quarterly fixed ready to serve (RTS) charge and a commodity charge per 1,000 gallons of metered water. The minimum bill includes an RTS charge based on meter size. Sewer RTS and commodity rates currently are:

- Quarterly RTS charge (by meter size):

5/8 inch	\$ 15.00
3/4 inch	\$ 15.00
1 inch	\$ 45.00
1.25 inch	\$ 45.00
1.5 inch	\$ 49.50
2 inch	\$ 93.00
3 inch	\$ 165.00
4 inch	\$ 375.00
6 inch	\$ 750.00
8 inch	\$ 1,350.00
10 inch	\$ 2,100.00
12 inch	\$ 2,640.00

- Sewer commodity rate: \$4.25/1,000 gallons

Rates were last increased in 2007.

## 2.6. Cash Balance and Reserve Targets

According to the latest audited financial statement of the Township, dated March 31, 2018, the Sewer Fund had a cash and investments balance of \$3,654,064. Thomas Township does not currently have a formal cash reserve policy. In lieu of a formal policy, the rate model uses the following reserve levels as cash reserve targets:

- 90 days O&M expenditures, less depreciation
- 125% of the current year debt service payment
- 20% of the net asset value of the sewer system

When these targets are applied, the target cash reserve target level for 2018 was \$3,134,981, which suggests the Township has approximately \$519,000 that can be applied to future capital or rate stabilization. The Township is in a healthy cash position, which will lend stability to future rate requirements.

## 2.7. Assumptions

The 15-year financial outlook of the sewer operating fund is based on several assumptions, as outlined below:

	FYE 3/31	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
General inflation		2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
Salaries-FT		2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
Wages-Hourly		3.0%	3.0%	3.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
Health Ins		0.0%	8.0%	8.0%	8.0%	8.0%	8.0%	8.0%	8.0%	8.0%	8.0%	8.0%	8.0%	8.0%	8.0%
H.S.A.		3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Vision		2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
Dental		1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%
LTD		2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
Retirement		2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
Utilities		4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%
Administration		2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
Sewage Trtmt		3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Bond interest rate		3.25%	3.50%	3.75%	4.00%	4.00%	4.25%	4.25%	4.50%	4.50%	4.75%	4.75%	5.00%	5.00%	5.00%
Bond issuance cost (% of funds)		3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%

Each line item of the budget has been assigned an assumption, which were reviewed and affirmed as reasonable by the Township's utility management team.

In developing the model, alternative assumptions were tested. The chosen assumptions are believed to be the most likely outcome, although it would be very unlikely to have actual future values exactly match the assumptions. In forecasting future costs and revenues, it is important to consider trends more than actual values. Since we cannot predict the future, it is important to review and update actual and estimated future trends each year and make adjustments to the rate structure if needed.

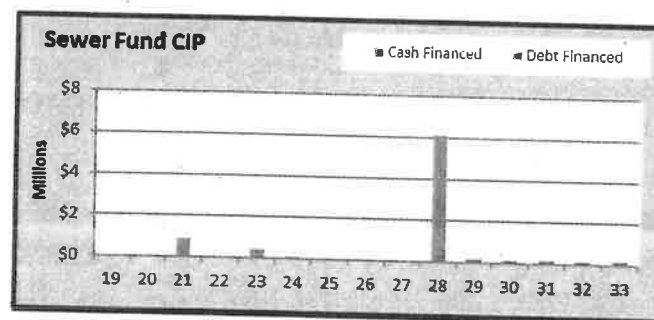
## 2.8. Anticipated Capital Improvements

The Township regularly invests in maintenance and improvements to the wastewater collection system. Typically, capital projects have been funded using cash reserves. Looking to the future, the Township is anticipating a significant project, which may be better financed with some degree of debt. Debt

financing can help moderate the impact on rates. The recommended funding strategy for the expected \$6 million project in 2028 is 50% bonding and 50% cash reserves, as seen in the table below. The other significant capital project anticipated in the near future is construction of a new Administration building. Other capital projects and equipment purchases are estimated to average about \$143,000 per year.

		FYE 3/31	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
<b>Wastewater CIP</b>																
<b>Project</b>																
Pick-up Trucks	Cash	Minimum		27,044		28,667		30,413		32,265		33,233		34,230		35,257
New Building Construction	Cash	Minimum		500,000												
Lift Station #2 (Van Wormer) Rehabilitation	Cash	Minimum														
Lift Station #6 (River and State) Replacement	Cash	Minimum			319,225				50,000							
Lift Station #10 (Greensway) Rehabilitation	Cash	Minimum														
Lift Station #8 (River and Dice) Replacement	Cash	Minimum	50,500													
Lift Station #13 (Apple Mountain) Rehabilitation	Cash	Minimum				384,485										
Lift Station #4 (Madeline) Generator	Cash	Minimum			50,500											
Lift Station #4 (Madeline) Rehabilitation	Cash	Minimum														
Bucket Lift Truck Replacement	Cash	Minimum					100,425									
Dump Truck Replacement	Cash	Minimum	14,179													
Average Capital for future yrs	Cash	Minimum		31,092												
Cash for new collection main	Cash	Minimum									130,000	130,000	130,000	130,000	130,000	130,000
Bond for new collection main	bond	Minimum									3,000,000	3,000,000				
<b>TOTAL</b>			64,679	877,361	50,500	413,152	100,425	30,413	50,000	32,265	6,130,000	163,233	130,000	164,230	130,000	165,257

Total capital investment in the sewer system for the next 15-year period is estimated to be \$8.5 million. The level and timing of capital investments in sewer fund assets is summarized in the following chart:



Alternative capital funding strategies are discussed later in this report, in Section 3.5.

## 2.9. Borrowing

The proposed capital funding strategy is intended to minimize the impact on rates by borrowing a portion of the anticipated \$6 million collection main project in 2028. The Township's estimated bond \$3.1 million (including issuance costs), and we have assumed the interest rate would be 4.5% for a 20-year bond term. The estimated annual debt service payments would be about \$237,500.

## SECTION 3. RESULTS

Using the Utility Financial Analytics Tool developed specifically for Thomas Township, the above described variables and assumptions were integrated into a 15-year forecasted cash-based operating budget. The annual expenditures were then divided by the number of billing units to determine the rates required each year going forward. The results of this analysis are summarized in the following subsections.

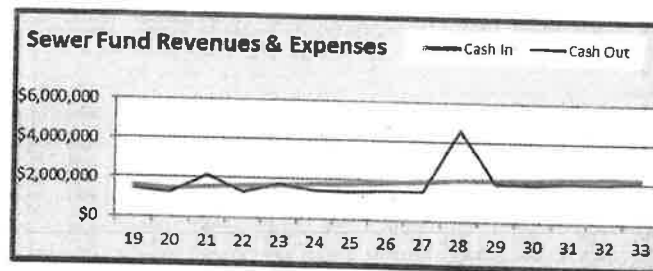
### 3.1. Budget Forecast

Each line item in the sewer operating budget was forecasted using the assumptions discussed in section 2.7, above. The resulting 15-year budget forecast is presented below:

	FYE 3/31	Budget 2019	Estimate 2020	Estimate 2021	Estimate 2022	Estimate 2023	Estimate 2024	Estimate 2025	Estimate 2026	Estimate 2027	Estimate 2028	Estimate 2029	Estimate 2030	Estimate 2031	Estimate 2032	Estimate 2033	Assumption
REVENUES																	
License & Permits																	Zero out
Usage		1,100,000	1,163,308	1,216,277	1,273,488	1,331,407	1,391,401	1,455,865	1,520,543	1,588,192	1,658,340	1,693,092	1,727,491	1,760,470	1,786,155	1,802,547	Custom
Capacity Fee		15,000	38,000	38,000	38,000	38,000	38,000	38,000	38,000	38,000	38,000	38,000	38,000	38,000	38,000	38,000	Custom
Ready to Serve		250,000	256,196	269,227	283,341	298,431	314,487	330,250	347,782	365,651	383,975	392,468	400,757	409,410	418,450	427,902	Custom
Connections																	Zero out
Penalty		10,100	10,068	10,021	10,126	10,079	10,073	10,075	10,088	10,079	10,079	10,080	10,082	10,090	10,080	10,080	Avg 4 prior yrs
Interest Earned		3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	1,500 No change
Equipment Rental		4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200	No change
Stark Road Special Assessment		9,980	9,980	9,980	9,980												Avg 4 prior yrs
Sale of Fixed Assets																	No change
Reimbursements*		198,000															Zero out
Total Revenues		1,990,780	1,485,252	1,551,206	1,622,635	1,685,616	1,761,661	1,841,889	1,924,114	2,009,623	2,098,093	2,141,340	2,184,029	2,225,659	2,260,385	2,286,229	
EXPENDITURES																	
Administration																	
Salaries Full-Time		67,650	69,003	70,383	71,791	73,227	74,691	76,185	77,709	79,263	80,848	82,465	84,114	85,797	87,512	89,263	Salaries-FT
Wages Full-Time Clerical																	Salaries-FT
Sick Day Pay-Off		1,025	1,046	1,066	1,088	1,109	1,132	1,154	1,177	1,201	1,225	1,249	1,274	1,300	1,326	1,352	Salaries-FT
Wages Part-Time Hourly		8,035	8,276	8,524	8,780	8,956	9,135	9,317	9,504	9,694	9,888	10,086	10,287	10,493	10,703	10,917	Wages-Hourly
Wages Full-Time Hourly		15,750	16,223	16,709	17,210	17,555	17,906	18,264	18,629	19,002	19,382	19,769	20,165	20,568	20,979	21,399	Wages-Hourly
FICA Employer Contribution		7,050	7,233	7,396	7,563	7,715	7,869	8,026	8,187	8,351	8,518	8,688	8,862	9,039	9,220	9,404	Custom
Health Insurance		21,100	21,100	22,788	24,611	26,580	28,706	31,003	33,483	36,162	39,055	42,179	45,553	49,198	53,133	57,384	Health Ins
Health Savings Account		3,985	4,105	4,228	4,355	4,485	4,620	4,758	4,901	5,048	5,200	5,356	5,516	5,682	5,852	6,028	H.S.A.
Vision/Short Term Disability/Life		925	944	962	982	1,001	1,021	1,042	1,063	1,084	1,105	1,128	1,150	1,173	1,197	1,221	Vision
Dental Insurance		2,715	2,742	2,770	2,797	2,825	2,853	2,882	2,911	2,940	2,969	2,999	3,029	3,059	3,090	3,121	Dental
Insurance Long Term Disability		225	232	239	246	251	256	261	266	271	277	282	288	294	300	306	Wages-Hourly
Pension Employer Contribution		10,089	10,291	10,497	10,707	10,921	11,139	11,362	11,589	11,821	12,057	12,298	12,544	12,795	13,051	13,312	Salaries-FT
Worker's Compensation		1,050	1,071	1,092	1,114	1,137	1,159	1,182	1,206	1,230	1,255	1,280	1,306	1,332	1,358	1,385	Salaries-FT
Operating Supplies		2,500	2,550	2,601	2,653	2,706	2,760	2,815	2,872	2,929	2,988	3,047	3,108	3,171	3,234	3,299	General Inflation
Office Furniture/Equipment		1,500	1,530	1,561	1,592	1,624	1,656	1,689	1,723	1,757	1,793	1,828	1,865	1,902	1,940	1,979	General Inflation
Administrative Fee		95,805	97,721	99,676	101,669	103,702	105,776	107,892	110,050	112,251	114,496	116,786	119,121	121,504	123,934	126,413	Administration
Legal services		800	816	832	849	866	883	901	919	937	956	975	995	1,015	1,035	1,056	General Inflation
Audit		1,114	1,136	1,159	1,182	1,206	1,230	1,255	1,280	1,305	1,331	1,358	1,385	1,413	1,441	1,470	General Inflation
Membership & Dues		2,453	2,502	2,552	2,603	2,655	2,708	2,762	2,818	2,874	2,932	2,990	3,050	3,111	3,173	3,237	General Inflation
Contracted Services		1,160	1,183	1,207	1,231	1,256	1,281	1,306	1,332	1,359	1,386	1,414	1,442	1,471	1,501	1,531	General Inflation
Professional Services		300	300	300	300	300	300	300	300	300	300	300	300	300	300	300	No change
Legal Notices		300	300	300	300	300	300	300	300	300	300	300	300	300	300	300	No change
Education & Training		1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	No change
Operations and Maintenance																	
Wages Full-Time Hourly		93,600	95,472	97,381	99,329	101,316	103,342	105,409	107,517	109,667	111,861	114,098	116,380	118,707	121,082	123,503	Salaries-FT
Wages Pagers		1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	No change
Wages In Lieu of Health Ins.		1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	No change
Wages Part-Time Hourly		24,000	24,720	25,462	26,225	26,750	27,285	27,831	28,387	28,955	29,534	30,125	30,727	31,342	31,969	32,608	Wages-Hourly
Wages Overtime		8,000	8,240	8,487	8,742	8,917	9,095	9,277	9,462	9,652	9,845	10,042	10,242	10,447	10,656	10,869	Wages-Hourly
FICA Employer Contribution		9,819	10,035	10,257	10,484	10,690	10,899	11,113	11,331	11,553	11,780	12,012	12,248	12,488	12,734	12,984	Custom
Health Insurance		19,973	19,973	21,571	23,297	25,160	27,173	29,347	31,695	34,230	36,969	39,926	43,120	46,570	50,295	54,319	Health Ins
Health Savings Account		4,200	4,326	4,456	4,589	4,727	4,869	5,015	5,165	5,320	5,480	5,644	5,814	5,988	6,168	6,353	H.S.A.
Vision/Short Term Disability/Life		925	944	962	982	1,001	1,021	1,042	1,063	1,084	1,105	1,128	1,150	1,173	1,197	1,221	Vision
Dental Insurance		2,400	2,424	2,448	2,473	2,497	2,522	2,548	2,573	2,599	2,625	2,651	2,678	2,704	2,731	2,759	Dental
Insurance Long Term Disability		275	281	286	292	298	304	310	316	322	329	335	342	349	356	363	LTD
Pension Employer Contribution		12,054	12,295	12,541	12,792	13,048	13,309	13,575	13,846	14,123	14,406	14,694	14,988	15,287	15,593	15,905	Salaries-FT
Worker's Compensation		2,400	2,448	2,497	2,547	2,598	2,650	2,703	2,757	2,812	2,868	2,926	2,984	3,044	3,105	3,167	Salaries-FT
Operating Supplies		2,300	2,346	2,393	2,441	2,490	2,539	2,590	2,642	2,695	2,749	2,804	2,860	2,917	2,975	3,035	General Inflation
Uniforms		3,750	3,825	3,902	3,980	4,059	4,140	4,223	4,308	4,394	4,482	4,571	4,663	4,756	4,851	4,948	General Inflation
Contracted Services		7,000	7,140	7,283	7,428	7,577	7,729	7,883	8,041	8,202	8,366	8,533	8,704	8,878	9,055	9,236	General Inflation
Professional Services		25,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	No change
Employment Physicals		250	250	270	292	315	340	367	397	428	463	500	540	583	630	680	Health Ins
Telephone		3,000	3,060	3,121	3,184	3,247	3,312	3,378	3,446	3,515	3,585	3,657	3,730	3,805	3,881	3,958	General Inflation
Wireless Communications		1,592	1,624	1,656	1,689	1,723	1,758	1,793	1,829	1,865	1,903	1,941	1,979	2,019	2,059	2,101	General Inflation
Insurance General Liability		23,282	23,748	24,223	24,707	25,201	25,705	26,219	26,744	27,279	27,824	28,381	28,948	29,527	30,118	30,720	General Inflation
Utilities		65,000	67,600	70,304	73,116	76,041	79,082	82,246	85,536	88,957	92,515	96,216	100,065	104,067	108,230	112,559	Utilities
Sewage Treatment Fees		480,000	494,400	509,232	524,509	540,244	556,452	573,145	590,339	608,050	626,291	645,080	664,437	684,365	704,896	726,043	Sewage Trtmt
Repairs/Maintenance		90,000	91,700	97,750	92,100	129,200	92,600	100,600	98,600	90,000	97,600	97,600	97,600	97,600	97,600	97,600	No change
Miss Dig Services		510	520	531	541	552	563	574	586	598	609	622	634	647	660	673	General Inflation
Maintenance Agreements		5,500	5,610	5,722	5,837	5,953	6,072	6,194	6,318	6,444	6,573	6,704	6,839	6,975	7,115	7,257	General Inflation
Vehicle Expense		8,250	8,415	8,583	8,755	8,930	9,109	9,291	9,477	9,666	9,860	10,057	10,258	10,463	10,672	10,886	General Inflation
Gas & Oil		11,500	11,730	11,965	12,204	12,448	12,697	12,951	13,210	13,474	13,744	14,018	14,299	14,585	14,876	15,174	General Inflation
Contracted Connections		3,000	3,060	3,121	3,184	3,247	3,312	3,378	3,446	3,515	3,585	3,657	3,730	3,805	3,881	3,958	General Inflation
Miscellaneous		100	1,337	398	489												

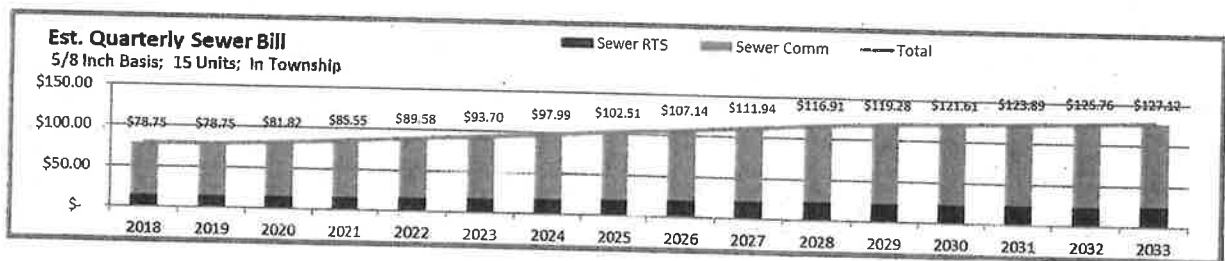
### 3.2. Revenue Required from Rates

Revenue from rates should be sufficient to cover the cash needs of the utility fund, less any non-rate revenues. Additionally, the cash reserve targets need to be considered, and revenue requirements need to be adjusted to account for excesses or shortfalls in cash reserves. As seen below, the recommended rates are expected to be sufficient to cover the cash needs of the utility for all years except the years in which exceptionally large capital improvements are anticipated. In those years, the Township will draw on its cash reserves rather than increase rates. The use of or increase in cash throughout the forecast period has been considered when developing the recommended rate strategy. The cash reserve chart shown in section 3.4 illustrates how cash could be accumulated and drawn down to help stabilize rates while also maintaining adequate reserve levels.



### 3.3. Rates Required

After determining the revenue required from rates, the billing units of the system were used to calculate the quarterly RTS charges and commodity rates needed over the 15-year study period. Additional testing and analysis were performed to arrive at a "smoothed" rate strategy, as illustrated below. The impact on typical residential ratepayers is expected to be 4.5% per year through 2028, after which time rate increases are expected to slow to 2%. Of course, future rate requirements may differ from the forecasted rates in this report, due to increasing costs, unexpected emergency repairs or new regulations.



The estimated rates required through FY 2033 are detailed in the following chart. These are estimates only, and sewer fund financial needs should be re-evaluated annually to ensure adopted rates are set at levels adequate to meet ongoing cash needs of the fund.

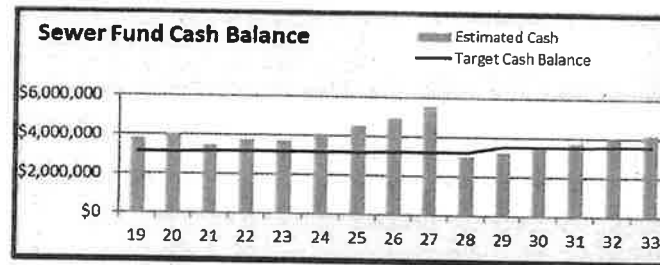
SEWER RTS	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
<b>Meter Rate Charge</b>															
5/8 inch	\$ 15.00	\$ 15.50	\$ 16.21	\$ 16.98	\$ 17.80	\$ 18.67	\$ 19.51	\$ 20.45	\$ 21.40	\$ 22.37	\$ 22.76	\$ 23.13	\$ 23.52	\$ 23.93	\$ 24.36
3/4 inch	\$ 15.00	\$ 15.50	\$ 16.21	\$ 16.98	\$ 17.80	\$ 18.67	\$ 19.51	\$ 20.45	\$ 21.40	\$ 22.37	\$ 22.76	\$ 23.13	\$ 23.52	\$ 23.93	\$ 24.36
1 inch	\$ 45.00	\$ 46.51	\$ 48.64	\$ 50.94	\$ 53.40	\$ 56.00	\$ 58.53	\$ 61.35	\$ 64.20	\$ 67.10	\$ 68.27	\$ 69.39	\$ 70.56	\$ 71.79	\$ 73.08
1.25 inch	\$ 45.00	\$ 46.51	\$ 48.64	\$ 50.94	\$ 53.40	\$ 56.00	\$ 58.53	\$ 61.35	\$ 64.20	\$ 67.10	\$ 68.27	\$ 69.39	\$ 70.56	\$ 71.79	\$ 73.08
1.5 inch	\$ 49.50	\$ 51.16	\$ 53.30	\$ 56.04	\$ 58.74	\$ 61.60	\$ 64.39	\$ 67.49	\$ 70.62	\$ 73.81	\$ 75.10	\$ 76.33	\$ 77.62	\$ 78.97	\$ 80.39
2 inch	\$ 93.00	\$ 96.11	\$ 100.52	\$ 105.28	\$ 110.36	\$ 115.74	\$ 120.97	\$ 126.79	\$ 132.68	\$ 138.68	\$ 141.09	\$ 143.40	\$ 145.83	\$ 148.37	\$ 151.03
3 inch	\$ 165.00	\$ 170.52	\$ 178.33	\$ 186.78	\$ 195.79	\$ 205.35	\$ 214.62	\$ 224.95	\$ 235.40	\$ 246.05	\$ 250.32	\$ 254.43	\$ 258.73	\$ 263.23	\$ 267.95
4 inch	\$ 375.00	\$ 387.56	\$ 405.31	\$ 424.51	\$ 444.98	\$ 466.70	\$ 487.77	\$ 511.25	\$ 535.00	\$ 559.20	\$ 568.91	\$ 578.25	\$ 588.02	\$ 598.25	\$ 608.98
6 inch	\$ 750.00	\$ 775.11	\$ 810.61	\$ 849.02	\$ 889.97	\$ 933.40	\$ 975.55	\$ 1,022.50	\$ 1,070.01	\$ 1,118.39	\$ 1,137.83	\$ 1,156.49	\$ 1,176.03	\$ 1,196.50	\$ 1,217.96
8 inch	\$ 1,350.00	\$ 1,395.20	\$ 1,459.10	\$ 1,528.23	\$ 1,601.94	\$ 1,680.11	\$ 1,755.98	\$ 1,840.51	\$ 1,926.01	\$ 2,013.10	\$ 2,048.09	\$ 2,081.69	\$ 2,116.86	\$ 2,153.70	\$ 2,192.32
10 inch	\$ 2,100.00	\$ 2,170.31	\$ 2,269.72	\$ 2,377.25	\$ 2,491.91	\$ 2,613.51	\$ 2,731.53	\$ 2,863.01	\$ 2,996.02	\$ 3,131.49	\$ 3,185.91	\$ 3,239.18	\$ 3,292.89	\$ 3,350.20	\$ 3,410.28
12 inch	\$ 2,640.00	\$ 2,728.39	\$ 2,853.36	\$ 2,988.54	\$ 3,132.68	\$ 3,285.56	\$ 3,433.92	\$ 3,599.21	\$ 3,766.43	\$ 3,936.73	\$ 4,005.15	\$ 4,070.85	\$ 4,139.63	\$ 4,211.68	\$ 4,287.21
Commodity Charge:	\$ 4.25	\$ 4.42	\$ 4.62	\$ 4.84	\$ 5.06	\$ 5.29	\$ 5.53	\$ 5.78	\$ 6.04	\$ 6.30	\$ 6.43	\$ 6.57	\$ 6.69	\$ 6.79	\$ 6.85

The rate strategy developed through this study is a proactive approach to ensuring rates gradually rise to meet funding needs of the sewer system. To meet the operating and debt service needs of the Sewer Fund, the Township should adjust rates each year.

### 3.4. Impact on Cash Reserves

The cash reserve needs of the Sewer Fund, illustrated as the black line in the chart below, are expected to increase when annual debt service requirements beginning in 2029.

To meet the rising costs and cash needs of the fund over the following 15 years, the Township should plan to increase its cash balance each year through 2027, at which time the cash reserved should be sufficient to fund about half of the \$6 million capital project planned in 2028. The gradual accumulation then reduction of cash is intended to minimize the long-term impact on ratepayers.



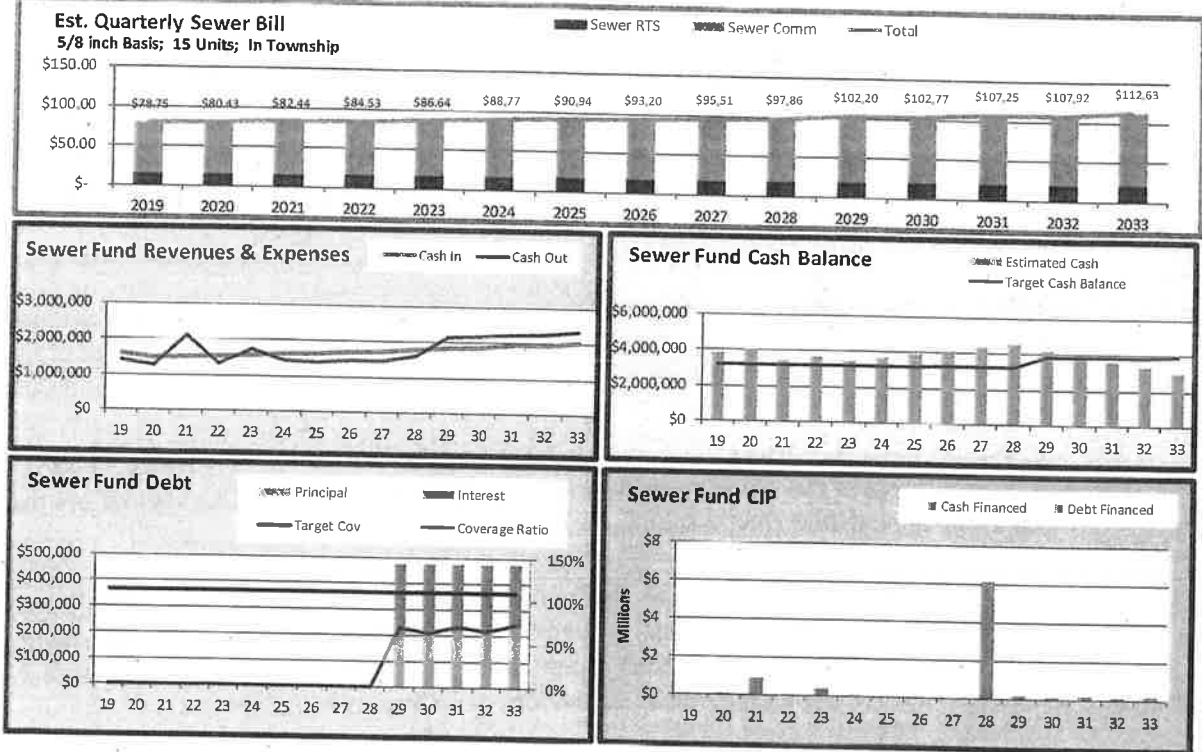
### 3.5. Alternative Scenarios

The rate and financial analysis results summarized above reflect the funding alternative that balances the need for capital investment and the desire to minimize customer rate impacts. Two primary alternative scenarios were tested, which considered funding the 2028 collection main project entirely with cash or entirely with bonding.

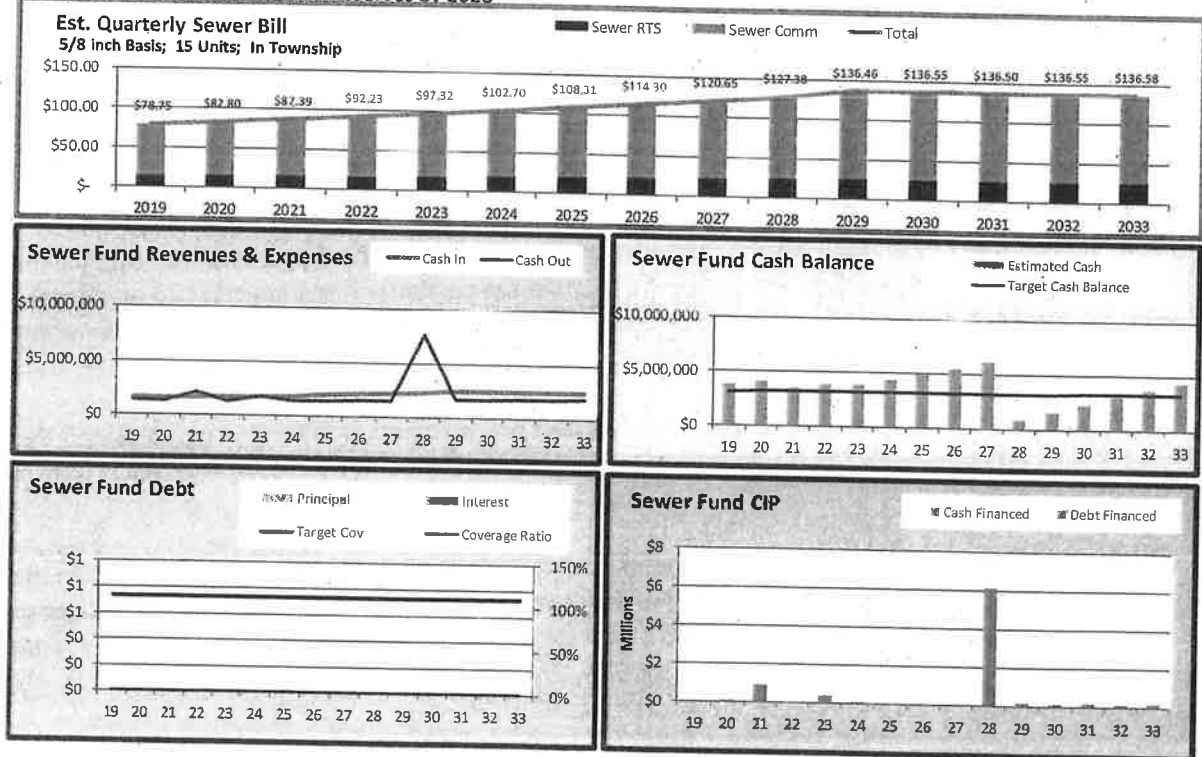
As seen in the summary dashboards below, the impact on customers would vary considerably if the Township chose to borrow the full \$6 million or if it chose to build sufficient cash reserves to fully fund the project with cash.

The first dashboard below illustrates a scenario in which the Township bonds the full amount. In this scenario, rates would increase about 2.5% per year. However, the Township would not be able to meet the target debt coverage ratio, and the cash balance in the fund could fall below the minimum range.

**Scenario: Bond \$6M in 2028**



**Scenario: Generate \$6M in Cash Reserves by 2028**



In the second scenario, rates would have to increase about 5.5% per year through 2028, then rates would remain unchanged for the foreseeable future. The cash reserves would fall to about 25% of the target cash balance in 2028, then quickly rebuild as revenue from rates exceeded expected expenditures for some time.

## SECTION 4. CONCLUSION AND RECOMMENDATIONS

At the conclusion of the financial study, the Township Board is being provided with the findings and recommendations of the analysis as described in this report. Township administration was provided the Excel-based rate model for ongoing rate monitoring and calculations.

### 4.1. Rate Adoption

The Township is encouraged to adopt a rate increase in 2019, which would be in effect through the end of the 2019-20 fiscal year. The recommended rates for adoption this year and the following four years are:

	FYE 3/31:	2020	2021	2022	2023	2024
QUARTERLY SEWER RTS						
5/8 inch	\$	15.50	\$ 16.21	\$ 16.98	\$ 17.80	\$ 18.67
3/4 inch	\$	15.50	\$ 16.21	\$ 16.98	\$ 17.80	\$ 18.67
1 inch	\$	46.51	\$ 48.64	\$ 50.94	\$ 53.40	\$ 56.00
1.25 inch	\$	46.51	\$ 48.64	\$ 50.94	\$ 53.40	\$ 56.00
1.5 inch	\$	51.16	\$ 53.50	\$ 56.04	\$ 58.74	\$ 61.60
2 inch	\$	96.11	\$ 100.52	\$ 105.28	\$ 110.36	\$ 115.74
3 inch	\$	170.52	\$ 178.33	\$ 186.78	\$ 195.79	\$ 205.35
4 inch	\$	387.56	\$ 405.31	\$ 424.51	\$ 444.98	\$ 466.70
6 inch	\$	775.11	\$ 810.61	\$ 849.02	\$ 889.97	\$ 933.40
8 inch	\$	1,395.20	\$ 1,459.10	\$ 1,528.23	\$ 1,601.94	\$ 1,680.11
10 inch	\$	2,170.31	\$ 2,269.72	\$ 2,377.25	\$ 2,491.91	\$ 2,613.51
12 inch	\$	2,728.39	\$ 2,853.36	\$ 2,988.54	\$ 3,132.68	\$ 3,285.56
Commodity Charge:	\$	4.42	\$ 4.62	\$ 4.84	\$ 5.06	\$ 5.29

While the Township may elect to adopt a multi-year rate increase, rates should be reviewed and adjusted each year to ensure revenue sufficiency.

### 4.2. Impact on Customers

The proposed rate schedule will result in an average increase in customer sewer bills of about 4.5% per year for the next five years. A typical resident currently pays about \$78.75 per quarter for sewer service. Over the next five years, the quarterly bill is estimated to increase as follows:

Customer Impact Estimator-TOTAL			2019	2020	2021	2022	2023	2024
Units (1000 gal)	15	Comm	\$ 63.75	\$ 66.32	\$ 69.34	\$ 72.60	\$ 75.90	\$ 79.32
Meter Size	5/8 inch	RTS	\$ 15.00	\$ 15.50	\$ 16.21	\$ 16.98	\$ 17.80	\$ 18.67
In Village or Out?	In Township	Total/Qtr	\$ 78.75	\$ 81.82	\$ 85.55	\$ 89.58	\$ 93.70	\$ 97.99
		% change	0.0%	3.9%	4.6%	4.7%	4.6%	4.6%

The Township's largest customer, HSC, can also expect to see an average 4.5% increase, as illustrated in the estimated rates and charges summarized below:

Customer Impact Estimator-TOTAL			2019	2020	2021	2022	2023	2024
Units (1000 gal)	20,000	Comm	\$ 85,000.00	\$ 88,427.14	\$ 92,453.54	\$ 96,802.36	\$ 101,204.94	\$ 105,765.29
Meter Size	4 inch	RTS	\$ 375.00	\$ 387.56	\$ 405.31	\$ 424.51	\$ 444.98	\$ 466.70
In Village or Out?	In Township	Total/Qtr	\$85,375.00	\$ 88,814.70	\$92,858.84	\$ 97,226.87	\$ 101,649.92	\$ 106,231.99
		% change	0.0%	4.0%	4.6%	4.7%	4.5%	4.5%

### 4.3. Future Action Required

The Township is encouraged to annually update and review the rate model to ensure revenue requirements will be achieved for at least the next five-year period. As necessary, rates should be modified to meet the cash needs of the operating budget and the cash reserve targets of the sewer fund. At a minimum, rates should be adjusted annually to reflect the inflationary cost increases associated with operating the sewer utility. To satisfy the funding needs of the capital improvement plan, rate increases will likely need to exceed inflation. Adopting multi-year rate schedules may help ensure future Boards remain committed to the funding strategy identified in the report. However, the Township should not simply adopt a multi-year rate schedule and disregard annual Sewer Fund financial reviews. Rates should be adjusted based on the most recent financial position of the fund, even if that means revising a previously adopted rate plan.



## **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** September 9, 2019
- **SUBMITTED BY:** Russ Taylor, Township Manager
- **AGENDA TOPIC:** Approve Resolution 19-17 to amend the Fee Schedule (Schedule F) for the 2019/20 Fiscal Year to include the new sewer rates.
- **EXPLANATION OF TOPIC:** The proposed resolution would amend the Township's Fee Schedule to incorporate the proposed sewer rates as determined by the Municipal Analytics as a result of their study completed on behalf of the Township. The new rates would go into effect on October 1, 2019.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Resolution 19-17 and amended fee schedule.
- **POSSIBLE COURSES OF ACTION:** Approve, Amend, Deny or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to approve Resolution 19-17 to amend the Fee Schedule (Schedule F) for the 2019/20 Fiscal Year to include the new sewer rates.
- **ROLL CALL VOTE REQUIRED:** Yes.

THOMAS TOWNSHIP  
RESOLUTION 19-17  
September 9, 2019

AMENDMENT TO RESOLUTION 19-02 REGARDING FEES

The foregoing resolution offered by Board Member \_\_\_\_\_ and seconded by Board Member \_\_\_\_\_.

WHEREAS, the Thomas Township Board deems it necessary to charge fees for certain services and licensing in order to recover costs associated with those services; and

WHEREAS, Schedule F approved on April 1, 2019, due to the amendments made to the sewer rates and ready to serve charges, passed by the Board on September 9, 2019, and

WHEREAS, various ordinances as cited in Resolution 19-02 require that the Board from time to time by resolution set fees for certain services;

NOW, THEREFORE, BE IT RESOLVED that fees as listed be adopted to comply with the appropriate ordinance requirements and will become effective as of October 1, 2019. Publication was made on August 8, 2019, with Board Action on September 9, 2019.

Water and Sewer Department Fees  
Schedule F (see attached)

Upon roll call vote, the following voted

Aye: \_\_\_\_\_

Nay: \_\_\_\_\_

Absent: \_\_\_\_\_

Abstain: \_\_\_\_\_

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 September 9, 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 effect with all billings after October 1, 2019, or as noted in said resolution.

---

Edward Brosowski, Clerk

SCHEDULE F 2019  
THOMAS TOWNSHIP WATER AND SEWER DEPARTMENTS

97-G-22	Article II Sec. 4	Fire Line Connection	Equal to quarterly water ready to serve charge
---------	-------------------	----------------------	--

97-G-22	Article III Sec. 5E	Licensing Fee	\$ 25
		Annual Renewal	\$ 20

Article IV Sec. 3	Monitoring, inspections, surveillance, review of accidental discharges	Actual costs of labor, materials and contractors
-------------------	--	--

Article V Sec. 1 A Water Capacity Charge	
5/8", 3/4" & 1" meter	\$ 1,250
Duplex	\$ 2,500
1 1/4" meter	\$ 1,700
1 1/2" meter	\$ 1,875
2" meter	\$ 3,750
3" meter	\$ 5,625
4" meter	\$ 7,500
6" meter	\$18,750
8" meter	\$22,500

Article V Sec. 1B Sewer Capacity Charge	
3/4" connection (basic res. unit)	\$ 1,800
Duplex	\$ 3,600
All others use Schedule A unit factors to determine fees	

Article V Sec. 2A Water Connection Fee	
1" connection	\$1,850
Duplex 1" connection	\$3,700
All others	Actual cost for meter, contractor supplies, connection supplies, and township labor. Connections over 70' are to be figured by DPW superintendent.

Installed Meter Pit	
with 1" Connection	\$ 900
All others	\$900 plus actual cost for meter fittings, connection supplies, and Township labor. Cost to be determined by DPW Superintendent.

Meter Costs	5/8" Meter	\$146.01
	1" Meter	\$211.00
	1 1/2" Meter	\$423.60

2" Meter	\$566.09
3" Meter	\$1,875.85
4" Meter	\$2,799.07
6" Meter	\$3,902.45
8" Meter	\$5,517.01
10" Meter	\$15,035.37

Article V Sec. 2B Sanitary Sewer Connection Fee \$ 1,800

Article V Sec. 3 A Ready to Serve Charge Water (Resolution 16-12)

5/8" meter	\$ 14.42 per qtr
3/4" meter	\$ 14.42 per qtr
1" meter	\$ 40.37 per qtr
1 1/4" meter	\$ 77.86 per qtr
1 1/2" meter	\$ 115.35 per qtr
2" meter	\$ 178.79 per qtr
3" meter	\$ 317.21 per qtr
4" meter	\$ 720.94 per qtr
6" meter	\$ 1,441.88 per qtr
8" meter	\$ 2,595.38 per qtr
10" meter	\$ 4,037.25 per qtr
12" meter	\$ 5,075.40 per qtr
2" FL	\$ 87.43 per qtr
3" FL	\$ 131.08 per qtr
4" FL	\$ 174.34 per qtr
6" FL	\$ 436.50 per qtr
8" FL	\$ 524.32 per qtr
Multiple Units	\$ 14.42 per qtr
HSC (Resolution 18-06)	\$ 524,229 per qtr

Non-resident charges shall be 125% of these charges

Article V Sec. 3 A Ready to Serve Charge Sanitary Sewer (Resolution 07-11)

5/8" meter	\$ 15.50 per qtr
3/4" meter	\$ 15.50 per qtr
1" meter	\$ 46.51 per qtr
1 1/4" meter	\$ 46.51 per qtr
1 1/2" meter	\$ 51.16 per qtr
2" meter	\$ 96.11 per qtr
3" meter	\$ 170.52 per qtr
4" meter	\$ 387.56 per qtr
6" meter	\$ 775.11 per qtr
8" meter	\$ 1,395.20 per qtr
10" meter	\$ 2,170.31 per qtr
12" meter	\$ 2,728.39 per qtr

Non-resident charges shall be 125% of these charges

Article V Sec. 3B Water Consumption Rate (All water usage) (Resolution 16-12)

\$3.35 per 1,000 gallons. HSC Rate \$2.35 per 1,000 gallons. The wholesale water rate for 2018 is \$1.78 per 1,000 gallons for Township owned properties.

Non-resident charges shall be 125% of these charges

Article V Sec. 3C Sanitary Sewer Service (Resolution 07-11)

\$4.42 per 1,000 gallons of water (based upon water usage excluding sprinkler meters)

Non-resident charges shall be 125% of these charges

Article V Sec. 8B2 Late Charge (Penalty)

Late charge for water/sewer bills not paid by the 25th day of the month after the period of service is 5%.

Article V Sec. 3C 3 Industrial Sewer Discharge surcharge

1. BOD5 .30 per pound or actual, whichever is greater  
(discharges over permitted limitation on average per month)
2. Suspended Solids .30 per pound or actual, whichever is greater  
(discharges over permitted limitation on avg. per month)

Article V Sec. 5A Meter Relocation Fee

\$40.00 plus cost of materials

Article V Sec. 5B Meter Replacement Fee

\$40.00 plus cost of meter

Article V Sec. 5C Meter Testing Fee

\$40.00 plus cost of shipping and testing

Article V Sec. 5D Cross Connection Testing

Township costs

Article V Sec. 5E Turn on and Turn off Fees (Normal business hours)

\$40.00 to turn off and \$40.00 to turn on water service

Turn on and Turn off Fees (overtime) \$60.00 per hour

Article V Sec. 5F Special Metering Services

\$44.00 per hour + commodity

\$58.00 per hour + commodity



### **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** September 9, 2019
- **SUBMITTED BY:** Russ Taylor, Township Manager  
Deidre Frollo, Fiscal Services Director
- **AGENDA TOPIC:** Consider approval of the Five Year Financial Forecast and Capital Improvement Plan for fiscal years 2019/20-2024/25.
- **EXPLANATION OF TOPIC:** Annually, the staff and the Board update the Township's long term financial guide known as the Financial Forecast, along with the Capital Improvement Plan. The combined Financial Forecast and Capital Improvement Plan (FF/CIP) document has been previously distributed. We have made several basic assumptions regarding various budgetary line items with respect to future changes in order to prepare this document. Needless to say it is challenging to pull out the crystal ball each year and try to predict the future of everything from insurance costs to what we will be paying for electricity or for water meters in six years. We do our best each year to try to research as much as possible about future markets, product changes, relevant trends and whatever else may be affecting a particular line item in the future. Please let us know if you have concerns or questions about specific items.
- **MATERIAL ATTACHED AS SUPPORTING INFORMATION:**  
Financial Forecast and Capital Improvement Plan
- **POSSIBLE COURSES OF ACTION:**  
Approve, Amend, Deny or Table
- **SUGGESTED/REQUESTED MOTION:**  
Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to accept the Capital Improvement Plan & Financial Forecast as presented.
- **ROLL CALL VOTE REQUIRED?** No





### **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** September 9, 2019
- **SUBMITTED BY:** Russ Taylor, Township Manager  
Deidre Frollo, Fiscal Services Director
- **AGENDA TOPIC:** Approve short-term transfer in the amount of \$25,000 to the DDA
- **EXPLANATION OF TOPIC:** As we expected, the impact of the Michigan Tax Tribunal's Dark Store approach of valuing big box stores such as Meijer and Home Depot as if they were vacant caused the DDA's cash balance to be insufficient to cover expenditures for the balance of the fiscal year. The Dark Store approach reduced the property tax revenue that was originally used in the calculations of the DDA's ability to pay the Streetlight Bond. The final bond payment was due and paid in August however the DDA did not have sufficient funds available to make the payment and continue to cover normal expenditures for the remainder of the fiscal year. To keep the fund solvent a transfer in the amount of \$25,000 was made to the DDA from General Fund. This transfer will be reimbursed prior to the end of the fiscal year with the distribution of the December 2019 tax collection.
- **MATERIAL ATTACHED AS SUPPORTING INFORMATION:**  
None
- **POSSIBLE COURSES OF ACTION:** Approve, Amend, Deny or Table
- **SUGGESTED/REQUESTED MOTION:**  
Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to approve the transfer of \$25,000 to the DDA from General Fund
- **ROLL CALL VOTE REQUIRED?** No





**TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** September 9, 2019
- **SUBMITTED BY:** Al Fong, Chief
- **AGENDA TOPIC:** Approve the purchase from Axon Enterprise, Inc to replace the seven current Taser conducted electrical weapons (CEW) with new Taser's and adding an eighth Taser for \$11,688.
- **EXPLANATION OF TOPIC:** Axon had recently put a five year useful life recommendation for all Taser weapons. This is only a recommendation and not an expiration date. The reasoning given was that because the Taser is composed of hundreds of individual electronic components and several printed circuit boards and their associated interconnections, these wear out over time and may not operate as expected. Weapons that are more than five years old are 2x more likely to fail in the field.

With this said, Axon will not extend the \$10 million liability insurance to customers that have Taser that are older than five years with worn out components. What this means is that if an officer uses a Taser that's over five years old and the suspect suffers a serious injury or death due to the Taser, the Township may be liable. Axon will take apart that Taser and will inspect it with a fine tooth comb and if they find even one tiny component that's worn out, the liability insurance would not apply.

Axon is the sole supplier of the Taser of which the Police Department currently uses. Funding is coming from an anonymous local family foundation and the cost will not have a negative impact on the budget.

- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Copy of quote from Axon.
- **POSSIBLE COURSES OF ACTION:** Approve, Amend, Deny or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to approve the purchase from Axon Enterprise, Inc to replace the seven current Taser conducted electrical weapons (CEW) with new Taser's and adding an eighth Taser for \$11,688.
- **ROLL CALL VOTE REQUIRED:** No.



**Axon Enterprise, Inc.**  
17800 N 85th St.  
Scottsdale, Arizona 85255  
United States  
Phone: (800) 978-2737

**Q-222807-43677.584SS**

Issued: 07/31/2019

Quota Expiration: 09/30/2019

Account Number: 126651

Payment Terms: Net 30  
Delivery Method: Fedex - Ground

**SHIP TO**

Al Fong  
Thomas Township Police Dept.  
8215 Shields Dr.  
Saginaw, MI 48609  
US

**BILL TO**

Thomas Township Police Dept.  
8215 Shields Dr.  
Saginaw, MI 48609  
US

**SALES REPRESENTATIVE**

Stephanie Sapp  
Phone:  
Email: ssapp@axon.com  
Fax:

**PRIMARY CONTACT**

Al Fong  
Phone: (989) 781-1300  
Email: afong@thomastwp.org

**Net 30**

Item	Description	Quantity	List Unit Price	Net Unit Price	Total (USD)
<b>Hardware</b>					
11002	BLACK X26P CEW, HANDLE	8	1,065.00	1,065.00	8,520.00
11004	WARRANTY, 4 YEAR, X26P	8	331.00	331.00	2,648.00
22010	PPM, STANDARD BATTERY PACK, X2/X26P	8	65.00	65.00	520.00
Subtotal					11,688.00
Estimated Shipping					0.00
Estimated Tax					0.00
Total					11,688.00
Grand Total					11,688.00



## **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** September 9, 2019
- **SUBMITTED BY:** Chief Michael Cousins
- **AGENDA TOPIC:** Painting Exterior of the Fire Station # 2.
- **EXPLANATION OF TOPIC:** In our Capital Improvement plan, we budgeted for the painting of the exterior of Fire Station #2. This preventative maintenance is intended to maintain our building in good condition. Station #2 exterior has not been painted for some time and is showing some signs of its age. This will also ensure we have a perfect paint match from the 'old' side of the building to the addition we put on a few years ago. This coat of paint will give it a fresh new look and help maintain our facilities. Bids were sent out to all vendors on our Township's paint list. We received three bids in return. I am recommending the bid is awarded to the lowest bidder, A&A Painting in the total amount of \$7,830.00. This project was budgeted for and is in line with our Capital Improvement plan.
- **POSSIBLE COURSES OF ACTION:** Approve, Deny, Amend or Table.
- **SUPPORTING DOCUMENTATION:** Bid tabulation sheet
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to award the contract for painting the exterior of Fire Station #2 to A&A Painting in the amount of \$7,830.00.
- **ROLL CALL VOTE REQUIRED?** No

**BID TABULATION WORK SHEET**  
**BID PROJECT: Exterior Painting Fire Station #2**  
**DATE: August 29, 2019      TIME: 9:10 am EST**

THOSE ATTENDING BID OPENING:

<u>NAME</u>	<u>COMPANY REPRESENTING</u>
Michael Cousins	Thomas Township Fire Dept.
Sherri Simerson	Thomas Township Fire Dept.

**BID TABULATION WORK SHEET**  
**DETAILS**

<u>COMPANY NAME</u>	<u>BID PRICE</u>
Dependable Painting LLC	\$11,000.00
Murray Painting	\$20,378.00
A & A Painting	\$ 7,830.00

Low bid and the company we recommended is:  
A &A Painting @ \$7,830.00



## **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** September 9, 2019
- **SUBMITTED BY:** Chief, Mike Cousins
- **AGENDA TOPIC:** Purchase of Ten (10) Zoll Plus Automatic External Defibrillator's from BioMedical Solutions in the amount of \$8,975.00
- **EXPLANATION OF TOPIC:** I have proposed a concept whereby an Automatic External Defibrillator (AED) would be strategically placed in various members private vehicles. Upon notification of a cardiac arrest event (person not breathing) the members carrying this equipment would respond directly to the scene to initiate the AED. In times like these, when someone is not breathing and does not have a heartbeat, time is critical. Studies are showing us it is imperative to have an AED on site and being used within four minutes. By having AED's placed throughout our Township and allowing our medically licensed members carry this device, we are considerably improving the likelihood of saving a life. The AED would still be owned and maintained by the fire department. This model of AED is the same unit we carry on all of our other fire and rescue trucks. By keeping all units the same will make it logistically easier to keep like supplies in stock. We are also mandated to print out reports from the AED after it has been used, which will also support having the same units compatible with our current software.

This plan has the full support of the Saginaw Tuscola Medical Control Authority.

I am proposing we fund this project through the established Public Safety Trust Fund held by the Saginaw Community Foundation. This anonymous family trust fund was established for projects just like this. The intentions were to fund various projects within the fire and police departments, that would have an impact on our residents. This fund is spent in rotation between the two departments. I have spoken to the family members and have gained their full support for this project. Knowing their sister whom this is in honor of, I know she would love to see this tool used in saving lives.

I have attached three quotes for ten (10) AED's. The low bid for this is from a company called BioMedical Solutions Inc. This bid is for \$8,975.00 which is what I am asking for. The plan for equipping our responders with an AED has been brought before the Public Safety Committee and they also support this plan.

- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Three quotes for the purchase of Ten (10) Zoll Plus AED.
- **POSSIBLE COURSES OF ACTION:** Approve, Deny, Amend or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_, supported by \_\_\_\_\_, to purchase ten (10) Zoll Plus Automatic External Defibrillators (AED) for \$ 8,975.00.00.
- **ROLL CALL VOTE REQUIRED?** No







FIRE DEPARTMENT

## TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** September 9, 2019
- **SUBMITTED BY:** Chief Al Fong and Chief Mike Cousins
- **AGENDA TOPIC:** Purchase a copy machine from Boss Business Solutions in the amount of \$3,688.00 for the Public Safety Building.
- **EXPLANATION OF TOPIC:** Our current copy machine is several years old and the maintenance costs are becoming increasingly greater along with continuous problems. Both the police and fire departments have budgeted for this replacement in our capital improvement budgets. We did explore and bid this out to compare prices between purchasing versus leasing a copy machine. We ended with a purchase that would actually save us money. We sent out bids to all the vendors on our Township's copy machine vendor list and received five bids in return.

The lowest qualified bid was Capital Communication Systems from Lansing in the amount of \$3,569.00. I am recommending we exercise our Townships right to reject this bid as they do not meet the minimum specifications we requested. The next lowest bid is Boss Business Solutions with a bid of \$3,688.00 and they do meet the bid specifications. We are recommending the purchase of the copy machine to Boss Business Solutions which will provide us a very nice overall package and is within our budgeted amount.
- **POSSIBLE COURSES OF ACTION:** Approve, Deny, Amend or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to purchase a copy machine for the Public Safety Building in the amount of \$3,688.00 from Boss Business Solutions.
- **ROLL CALL VOTE REQUIRED?** No

**BID TABULATION WORK SHEET**  
**BID PROJECT: Purchase copy machine for the PSB**  
**DATE: August 29, 2019      TIME: 9:05 am EST**

THOSE ATTENDING BID OPENING:

<u>NAME</u>	<u>COMPANY REPRESENTING</u>
Michael Cousins	Thomas Township Fire Dept.
Sherri Simerson	Thomas Township Fire Dept.
Cliff Leibold	Boss Business Solutions
Jeff Dupuis	Brady Business

**BID TABULATION WORK SHEET**  
**DETAILS**

<u>COMPANY NAME</u>	<u>BID PRICE</u>
Toshiba	\$4,800.00
Brady Business	\$5,243.00
Midland Office Solutions	\$ 4,700.00
Boss Business Solutions	\$ 3,688.00
Capitol Communication Systems	\$ 3,569.00

Low bid and the company we recommended is:  
Boss Business Solutions @ \$3,688.00



## TOWNSHIP BOARD AGENDA ITEM

- **MEETING DATE:** September 9, 2019
- **SUBMITTED BY:** Chief Mike Cousins
- **AGENDA TOPIC:** Approve text amendment 19-G-01, Title 3, Chapter 6, Section 1, prohibiting the ignition, discharge and use of consumer fireworks during prescribed hours of each day; to prescribe penalties and to provide for the public health, safety and general welfare.
- **EXPLANATION OF TOPIC:** We have an adopted ordinance which outlines the days and times when fireworks can be ignited, discharged or used within Thomas Township. State Law dictates which days this can occur. Local jurisdictions have no control over it. The State Law was recently amended with new dates and times. The local ordinance needs to be amended to reflect the dates and times within the State Law. Those dates and times are as follows:
  - December 31st until 1:00 a.m. on January 1st
  - The Saturday and Sunday before Memorial Day until 11:45 p.m. on those days only.
  - June 29th to July 4th until 11:45 p.m. on each of those days.
  - July 5th, if it falls on a Friday or Saturday, until 11:45 p.m.
  - The Saturday and Sunday immediately before Labor Day until 11:45 p.m. on those days only.

Outside of the days and times noted above, fireworks cannot be discharged after 10:00 p.m. based on our local noise ordinance. This has been reviewed and approved by the Township Attorney and the Public Safety Committee.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Text Amendment 19-G-07, Title 3, Chapter 6, Section 1, Prohibiting the ignition, discharge and use of consumer fireworks during prescribed hours of each day; to prescribe penalties and to provide for the public health, safety and general welfare.
- **POSSIBLE COURSES OF ACTION:** Approve, Deny, Amend or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to approve Text Amendment 19-G-01, Title 3, Chapter 6, Section 1, Prohibiting the ignition, discharge and use of consumer

fireworks during prescribed hours of each day; to prescribe penalties and to provide for the public health, safety and general welfare.

- ***ROLL CALL VOTE REQUIRED?*** Yes

**ORDINANCE NO. 19-G-01**  
**AN ORDINANCE PROHIBITING THE IGNITION, DISCHARGE AND USE OF**  
**CONSUMER FIREWORKS DURING PRESCRIBED HOURS OF EACH DAY**  
**THOMAS TOWNSHIP**  
**SAGINAW COUNTY, MICHIGAN**

AN ORDINANCE TO AMEND CHAPTER 6 OF TITLE 3, "PROHIBITING THE IGNITION, DISCHARGE AND USE OF CONSUMER FIREWORKS DURING PRESCRIBED HOURS"; TO PRESCRIBE PENALTIES AND TO PROVIDE FOR THE PUBLIC HEALTH, SAFETY AND GENERAL WELFARE.

THOMAS TOWNSHIP, SAGINAW COUNTY, MICHIGAN ORDAINS:

**AMENDMENT OF CHAPTER 6, TITLE 3 REGARDING CONSUMER FIREWORKS**

**Section 1.**

That Chapter 6, "Prohibiting Ignition, Discharge And Use Of Consumer Fireworks During Prescribed Hours" of Title 3, "Public Health And Safety" of the Thomas Township Code is hereby amended to read as follows:

**DEFINITIONS:**

**Section 3-6-1, As used in this Ordinance:**

- a. "Consumer fireworks" means fireworks devices that are designed to produce visible effects by combustion, and are required to comply with the construction, chemical composition, and labeling regulations promulgated by the United States Consumer Product Safety Commission under 16 CFR parts 1500 and 1507, and that are listed in APA standard 87-1, 3.1.22, 3.1.3, or 3.5. A consumer fireworks does not include low-impact fireworks.
- b. "Person" means an individual, agent, association, charitable organization, company, Limited Liability Company, corporation, labor organization, legal representative, partnership, unincorporated organization, or any other legal or commercial entity.
- c. "National Holiday Time Period" means the following days after 11 a.m.:
  - a. December 31 until 1:00 a.m. on January 1;
  - b. The Saturday and Sunday before Memorial Day until 11:45 p.m. on each of those days;
  - c. June 29 to July 4 until 11:45 p.m. on each of those days;
  - d. July 5, if it falls on a Friday or Saturday, until 11:45 p.m.;
  - e. The Saturday and Sunday immediately before Labor Day until 11:45 p.m. on each of those days.

**GENERAL PROHIBITION:**

**Section 3-6-2.** Except as provided in Section 3, no person shall ignite, discharge or use consumer fireworks within Thomas Township on any day between the hours of 10:00 p.m. and 11:00 a.m. the following day.

**EXCEPTIONS:**

**Section 3-6-3.** This ordinance does not regulate the ignition, discharge, or use of consumer fireworks after 11 a.m. during National Holiday Time Periods as defined in Section 3 - 6-1 c above.

**PENALTY:**

**Section 3-6-4.** Violation of this Ordinance is a civil infraction.

(a) Any person or other entity who violates any of the provisions of this Ordinance is responsible for a municipal civil infraction as defined by Michigan law and subject to a civil fine of not more than five hundred dollars (\$500.00) plus costs, which may include all direct or indirect expense, to which the Township has spent in connection with the violation. In no case, however, shall costs of less than nine dollars (\$9.00) or more than five hundred dollars (\$500.00) be ordered. A violator of this ordinance shall also be subject to such additional sanctions, remedies, and judicial orders as are authorized under Michigan law. Each day a violation of this Ordinance continues to exist constitutes a separate violation.

(b) Any person or entity who violates any of the provisions of this Ordinance and who has been issued a municipal civil infraction violation notice as defined by Ordinance 97-G-01 and who admits responsibility therefore within the time specified thereon shall pay a civil fine and costs at the Thomas Township Municipal Ordinance Violations Bureau in accordance with the schedule of civil fines and costs in Section 9 of Ordinance 98-G-01 which is incorporated herein by reference.

**REPEALER:**

**Section 2.**

All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

**PUBLICATION AND EFFECTIVE DATE:**

**Section 3.**

This ordinance or a summary of its regulatory effect shall be published in a newspaper of general circulation in the Township, within 30 days after adoption. The ordinance shall become effective 30 days after such publication.

Adopted by the Township Board of Thomas Township at a regular meeting said Board held on September 9, 2019.

\_\_\_\_\_  
Robert Weise, Supervisor

**CERTIFICATE**

I hereby certify that the foregoing Ordinance was duly adopted by the Township Board of Thomas Township as Ordinance 19-G-01 at a regular meeting of the Board held on September 9, 2019.

\_\_\_\_\_  
Edward Brosowski, Clerk





**TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** September 9, 2019
- **SUBMITTED BY:** Rick Hopper, Director of Public Works
- **AGENDA TOPIC:** To Award the 2019 Municipal Parking Area Sealcoating Project to Yeager Asphalt.
- **EXPLANATION OF TOPIC:** This year, all respective departments budgeted to complete parking area sealcoating and restriping of the Township's asphalted areas. A Request for Quotes and sealed bids were sought from twelve different sealcoating companies. Three were returned for consideration. Yeager Asphalt submitted the lowest overall quote to complete all areas in the amount of \$ 30,184.70. As part of Yeager's bid, they also quoted a 10% discount if all of the areas they bid are accepted and awarded. Considering the 10% reduction, this places the overall cost at \$ 27,165.80.

Yeager Asphalt is a local company that has completed other projects for our Township before. They have always provided a quality product in a timely manner. The project would be funded from the various department's budgets and cost centers as they pertain to their particular department. All Department Heads have pre-approved this expenditure.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Yeager Bid, Bid Tab
- **POSSIBLE COURSES OF ACTION:** Approve, not approve, amend or table.
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_, supported by \_\_\_\_\_ to award the 2019 Municipal Parking Area Sealcoating Project to Yeager Asphalt in an amount not to exceed \$ 30,184.70.
- **ROLL CALL VOTE REQUIRED?** No

	Mr. Asphalt			Yeager Asphalt			Quality Asphalt		
	Crack filling/Seal coating	Striping	TOTAL	Crack filling/Seal coating	Striping	TOTAL	Crack filling/Seal coating	Striping	
Municipal Building	\$ 8,136.00	\$ 300.00	\$ 8,436.00	\$ 4,751.00	\$ 630.00	\$ 5,381.00	\$ 4,200.00	\$ 500.00	\$ 4,700.00
Public Works	\$ 4,446.00	\$ 150.00	\$ 4,596.00	\$ 3,182.00	\$ 150.00	\$ 3,332.00	\$ 2,800.00	\$ 100.00	\$ 2,900.00
Public Safety	\$ 9,468.23	\$ 300.00	\$ 9,768.23	\$ 5,401.00	\$ 667.50	\$ 6,068.50	\$ 5,461.65	\$ 500.00	\$ 5,100.00
Day Park	\$ 1,494.00	\$ 200.00	\$ 1,694.00	\$ 1,666.50	\$ 277.50	\$ 1,944.00	\$ 1,749.60	\$ 200.00	\$ 1,500.00
Front Parking Area, Municipal Building	\$ 495.00	\$ 150.00	\$ 645.00	\$ 408.00	\$ 150.00	\$ 558.00	\$ 400.00	\$ -	\$ 400.00
Fire Station #2	\$ 1,223.60	\$ 260.00	\$ 1,483.60	\$ 1,489.20	\$ 150.00	\$ 1,639.20	\$ 1,475.28	\$ 200.00	\$ 1,600.00
Robert's Park-Roadway	\$ 1,500.00		\$ 1,500.00	\$ 1,812.00		\$ 1,812.00	\$ 1,630.80		\$ 1,400.00
Roberts Park, soccer complex parking area	\$ 6,450.00	\$ 300.00	\$ 6,750.00	\$ 2,300.00	\$ 607.50	\$ 2,907.50	\$ 3,500.00	\$ 500.00	\$ 4,000.00
Roberts Park, softball field parking area	\$ 7,805.00	\$ 300.00	\$ 8,105.00	\$ 2,958.00	\$ 637.00	\$ 3,595.00	\$ 12,000.00	\$ 600.00	\$ 12,600.00
Library	\$ 3,086.00	\$ 250.00	\$ 3,336.00	\$ 2,550.00	\$ 397.50	\$ 2,947.50	\$ 2,652.75	\$ 500.00	\$ 2,800.00
			\$ -			\$ -			\$ -
TOTAL	\$ 44,103.83	\$ 2,210.00	\$ 46,313.83	\$ 26,517.70	\$ 3,667.00	\$ 30,184.70	\$ 27,166.23	\$ 3,100.00	\$ 37,000.00

Parks \$ 10,258.50  
 Municipal \$ 5,939.00

t) You as contractor, warrant all painted areas of all parking areas for a period of 1 year after completion. Re-stripping of markings may be required, for any reason as deemed fit by Township. Such re-stripping shall be completed at the earliest opportunity available.

u) Seal coating and restriping work shall be completed after 5:15 PM Monday through Friday; however, it is preferred that these services be completed on a weekend(s).

Regardless, you as contractor shall have all parking areas available for public and employee use no later than 6:30 AM of a normal business work day.

v) Seal coating and restriping work for the Library shall be completed on a Sunday.



DEPARTMENT OF PUBLIC WORKS

**Bid Form**

Thomas Township Crack filling, Asphalt Sealcoating and Lot Restriping Project

Company

Name: Yeager Asphalt Inc.

Company

Address: P.O. Box 189 Carrollton MI 48724

Contact Name: Nick

Contact Phone

Number (989) 484-6015

E-mail Nick@yeagerasphalt.com

Fax Phone

Number (866) Yeager 1

**Return Sealed Quote to prior to 3:00 PM, AUGUST 23, 2019**

**Thomas Township Public Works**

Label as "Parking Lot seal coating and re-stripping project, attention Rick Hopper"

**249 North Miller Road**

**Saginaw, MI 48609**

**Parking Lot # 1, Municipal Building-249 N Miller Rd., (Area A).**

Crack Filling and Sealcoating

\$ 4,751.00

Restriping \$ 630.00

AREA TOTAL

COST \$ 5,381.00

Parking Lot # 2, Public Works Building-251 Miller Ct.,  
(Area B)

Crack Filling and Sealcoating \$ 3,182

Restriping \$ 150.00

AREA TOTAL

COST \$ 3,332.00

Parking Lot #3 Public Safety Building-8215 Shields Dr.,  
(Area C)

Crack Filling and Sealcoating \$ 5,401.00

Restriping \$ 667.50

AREA TOTAL

COST \$ 6,068.50

Parking Lot #4, Day Park, 700 S River Rd., (Area D)

Crack Filling and Sealcoating \$ 1,666.50

Restriping \$ 277.50

AREA TOTAL

COST \$ 1,944.00

Parking Lot #5, Municipal Building -249 N Miller Rd., (front  
parking area, Area E)

Crack Filling and Sealcoating \$ 408.00

Restriping \$ 150.00

AREA TOTAL

COST

\$ 558.00

Fire Station #2 - 9970 Dice Rd., (Area F)

Crack Filling and Sealcoating

\$ 1,489.20

Restriping

\$ 150.00

AREA TOTAL

COST

\$ 1,639.20

Robert's Park- Park entrance road from Miller Rd to  
west edge of parking lot #3, (Area G)

Crack Filling

Only

\$ 1,812.00

Roberts' Park-Soccer Complex Parking area, (Area H)

Crack Filling and Sealcoating

\$ 2,300.00

Restriping

\$ 607.50

AREA

TOTAL

\$ 2,907.50

Robert's Park-Softball field parking lots #2 & #3 (Area  
I)

Crack Filling and Sealcoating

\$ 2,958.00

Restriping

\$ 637.00

AREA TOTAL

COST

\$ 3,595.00

Thomas Township Library-8207 Shields Dr.

Crack Filling and Sealcoating

\$ 2,550.00

Restriping

\$ 397.50

AREA TOTAL

COST

\$ 2,947.00

**TOTALS**

Total for Crack Filling and Seal Coating

\$ 26,517.70

Total for  
Restriping

\$ 3,666.50

10% Discount for all scoped work

Total: \$ 27,165.80

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

Mike Maguire

Signature

8/23/19

Date



## **THOMAS TOWNSHIP BOARD AGENDA ITEM**

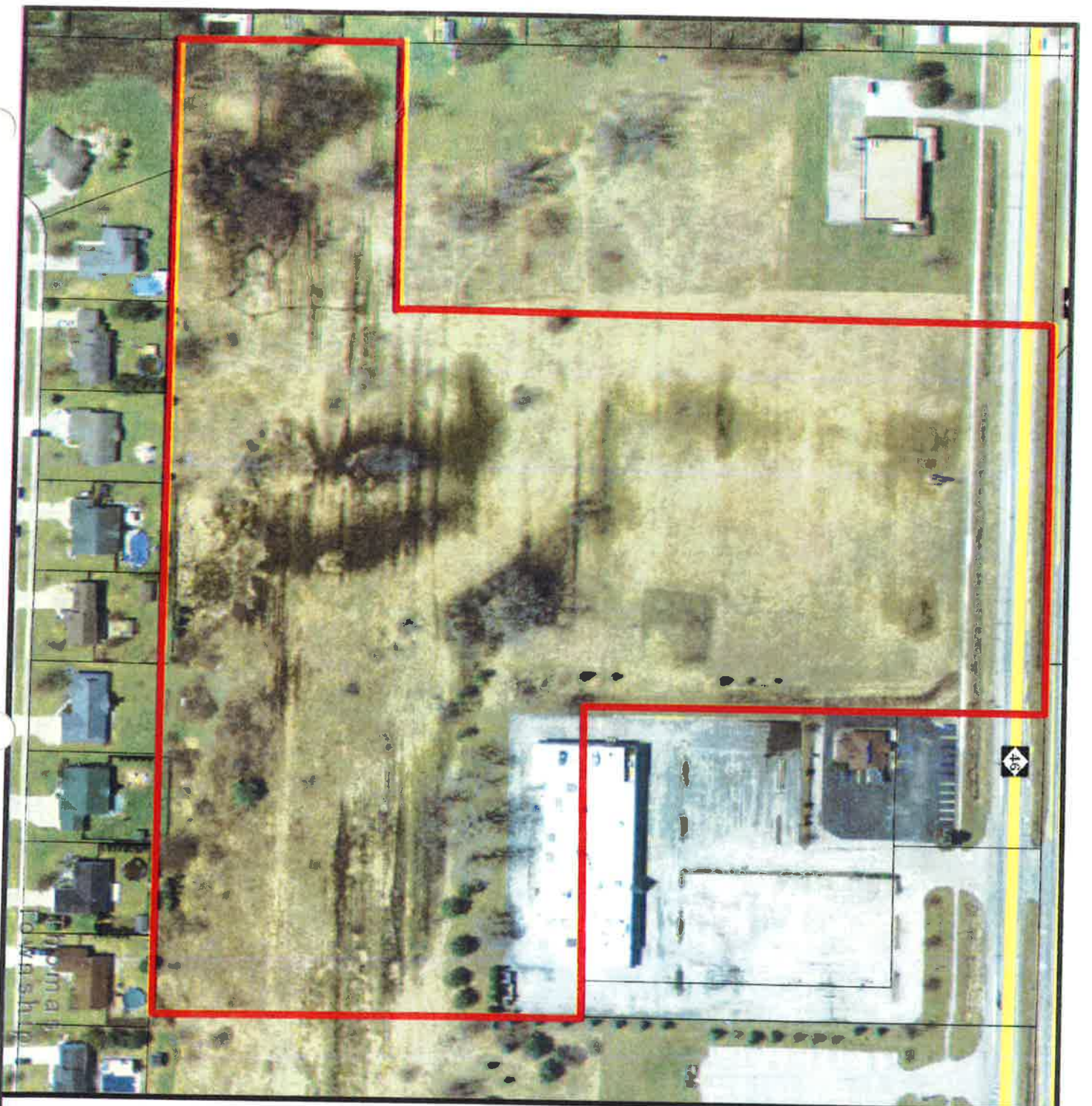
- **MEETING DATE:** September 9, 2019
- **SUBMITTED BY:** Dan Sika, Community Development Director
- **AGENDA TOPIC:** Rezoning Request for parcel #28-12-3-26-3002-000; commonly known as 8000 Gratiot Road, to rezone from B-4 and R-1 to B-3.
- **EXPLANATION OF TOPIC:** Dr. Dwight McNally, owner of the Gratiot Animal Hospital appeared before the Planning Commission and requested that the vacant land to the west of, and behind the former Shooters Building be rezoned from B-4 and R-1 to B-3 zoning. Dr. McNally stated that he intends to purchase the property and to build a new facility for his business which he has outgrown. He stated that he would like to stay in the Township and that this property was of a size and the location he needed to construct a new larger building for his business.

The reason that Dr. McNally must rezone the property is that the current zoning does not specifically allow for veterinarian type businesses where as the B-3 zoning does. At the public hearing Dr. McNally stated that he would be appearing before the Planning Commission in the near future to present his site plan for the new building. Dr. McNally also stated that he was intending to install a 10' tall berm along the south property line within the first 100', and along the west property line that abuts the residential homes. Dr. McNally stated that he was intending to be a good neighbor and wanted to protect the residential areas currently abutting the parcel. This was not a condition of the rezoning but it was a significant gesture by Dr. McNally. The Planning Commission held a public hearing to review the proposed rezoning and is recommending approval because it is consistent with and follows the Township Master Plan. The request was sent to the County Planning Office and to the Township Attorney for review. At this time, the rezoning request is before the Township Board for final approval.

- **RECOMMENDATION:** It is recommended that the parcel be rezoned as requested based on the review by the Planning Commission which showed that the rezoning was consistent with the Master Plan Future Land Use Map, which is the guide for the Township whenever a rezoning request is made. In addition, during the public hearing by the Planning Commission, the applicant agreed to install a significant buffer as part of his Site Plan Review, in addition to what the Planning Commission may require. This was

proposed by the applicant in order to protect the neighboring residential properties which currently have no berm at this time.

- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Current zoning map, Future Land Use Map from the Master Plan, copies of Ordinance sections for B-4, R-1 and B-3 zoning districts. An aerial view of the property.
- **POSSIBLE COURSES OF ACTION:** To approve/deny the requested rezoning of parcel #28-12-3-26-3002-000 from its current zoning of B-4 (Area Wide Business District) and R-1 (Residential One-Family District) to B-3 (Business Corridor District)
- **RECOMMENDED ACTION:** Motion by \_\_\_\_\_, supported by \_\_\_\_\_, to approve the rezoning of parcel #28-12-3-26-3002-000 from its current zoning of B-4 (Area Wide Business District) and R-1 (Residential One-Family District) to B-3 (Business Corridor District).
- **ROLL CALL VOTE REQUIRED:** No



28-12-3-26-3002-000

Rezoning Request



Map Publication:  
08/28/2019 2:20 PM



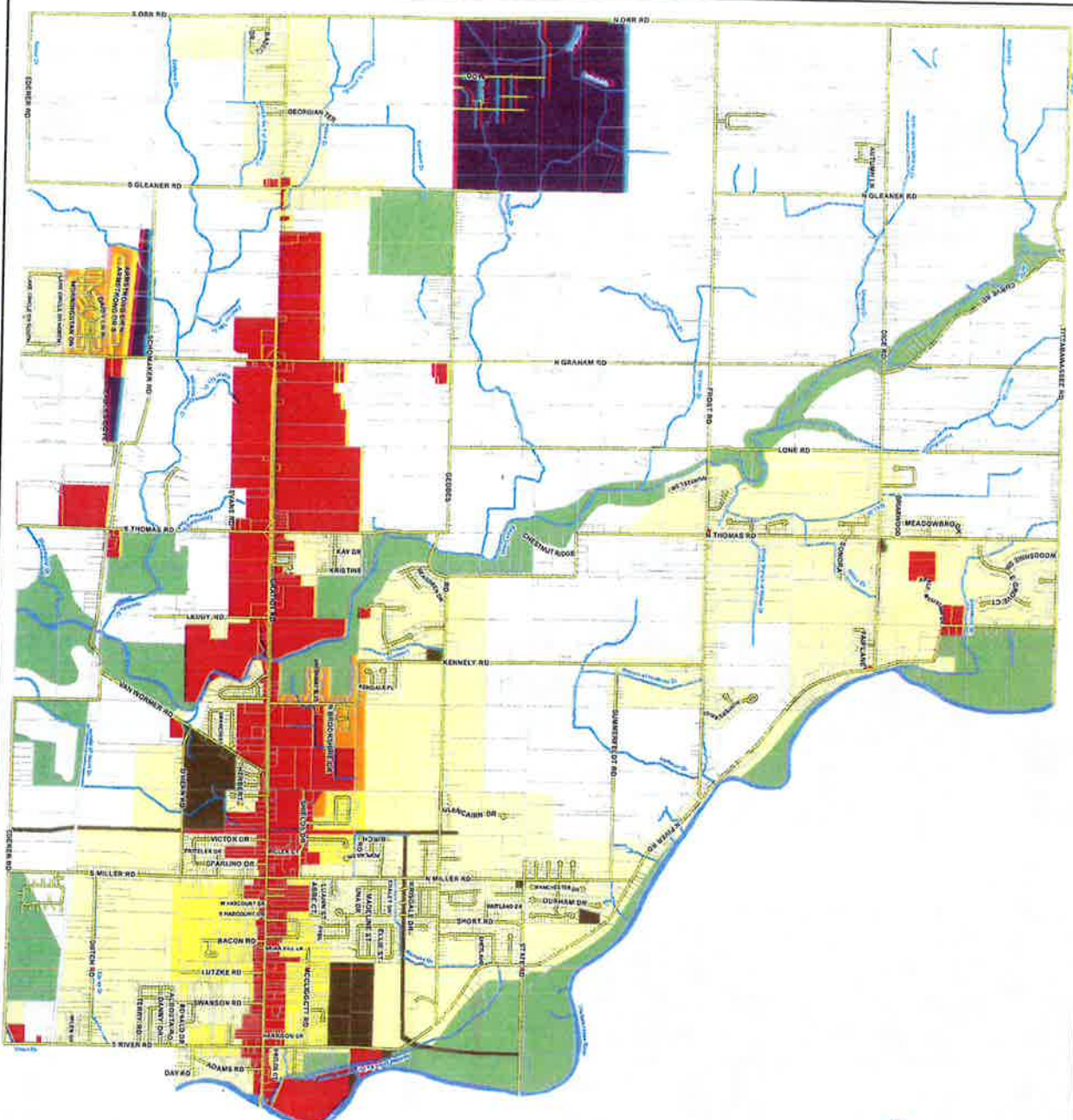
**Disclaimer:** This map does not represent a survey or legal document and is provided on an "as is" basis. Saginaw County expresses no warranty for the information displayed on this map document.



## Future Land Use

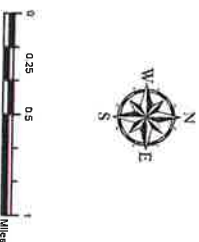
### Legend

- Future Land Use**
- Agriculture
  - Commercial
  - Industrial
  - Open Space / Conservation
  - Public / Semi-Public
  - Low Density Residential
  - Medium Density / Multi Family Residential
  - High Density Residential





- A-1 Primary Agriculture & Conservation Development
- A-2 General Farming Open Space and Conservation Development
- B-1 Professional Business
- B-3 Corridor Business
- B-4 Area-wide Business
- B-5 Exclusive Business
- E-1 Environmental Areas
- M-1 Limited Manufacturing
- R-1 Single Family Residential
- R-2 Medium Density Residential
- R-3 High Density Residential
- MHP Mobile Home Park

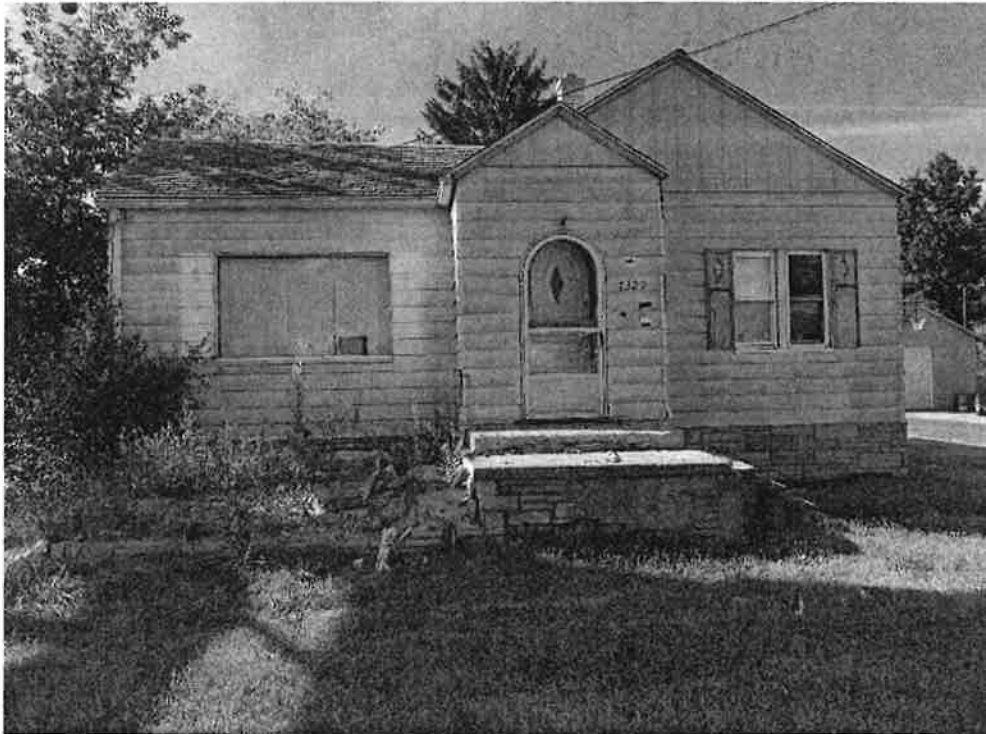






## **THOMAS TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** September 9, 2019
- **SUBMITTED BY:** Dan Sika, Director of Community Development
- **AGENDA TOPIC:** Approve Demolition of 7329 Gratiot Road.
- **EXPLANATION OF TOPIC:** For over a year, the Township Building Department has been working with the owner of 7329 Gratiot, Mr. John Duquette to correct some very significant and dangerous building problems with a rental unit on the parcel.



The Township Building Inspector was contacted by the renter at the time to inspect the house and at that time he identified many significant and dangerous problems within the home. The owner was contacted to correct the problems but did not fully comply and the home continues to be an unsafe structure with many building problems as well as

electrical issues. The Township Building Inspector was forced to try to seek a remedy through the courts by using the Dangerous Building Ordinance. The process was stopped due to a Bankruptcy filing on the part of Mr. John Duquette. Mr. Duquette has since signed an agreement with the courts to have the home in question taken out of the Bankruptcy process allowing the demolition of the home and the cost of which placed on his property tax bill. The Township Attorney Otto Brandt worked with the Courts to secure the necessary agreements to have the home removed. At this time, the Township Board must approve the cost of the demolition as well as the Asbestos Survey that was necessary to identify any contaminants before demolition. Mead & Sons submitted the low bid to demo the home in question for \$7,800.00 and AKT Peerless performed the Asbestos Survey for \$975.00 for a total \$8,775.00. Mead & Sons have made all of the necessary arrangements to demo the home so the removal should be within two weeks of Township Board approval.

- **MATERIALS ATTACHED:** A copy of the Request for Proposal from Mead & Sons. A copy of the asbestos abatement statement of cost. A copy of the Court Order waiving the stay and waiver to remove the home from the Bankruptcy and to give Thomas Township approval to have the building demolished
- **POSSIBLE COURSES OF ACTION:** Approve, reject or amend the bid received from Mead & Son for demolition and the AKT Peerless Asbestos Survey cost for the house located at 7329 Gratiot Rd.
- **RECOMMENDED ACTION:** Motion by \_\_\_\_\_, supported by \_\_\_\_\_, to approve awarding the contract to demo the home and for the Asbestos Survey for the house located at 7329 Gratiot Road for a total cost of \$8,775.00 which will be placed on the property tax bill for the parcel if not paid.
- **ROLL CALL VOTE REQUIRED:** No

## REQUEST FOR PROPOSAL

### **Attn:**

Qualified Demolition and Asbestos Contractors

### **Description:**

Submit a lump sum proposal for an Asbestos Abatement and Demolition of the residence at 7329 Gratiot Rd, Saginaw, MI 48609. Tax Role #28-12-3-25-4029-000. Sealed bids should be mailed to Mr. Dan Sika, Director of Community Development, Thomas Township, 249 N. Miller Rd., Saginaw, MI 48609 by 1/17/19 at 2pm. Bids will be opened at 2:05pm at the same location in the conference room. Bid envelopes should be labeled "7329 Gratiot Demolition bid." All questions can be referred to Mr. Jim Gray, building Inspector, Thomas Township at (989) 781-0150. Full asbestos survey available upon request.

### **Details:**

- Single family wood framed home
- Year built- not known
- Ranch
- Aluminum siding
- 968 sq. ft.
- Full basement

### **Scope:**

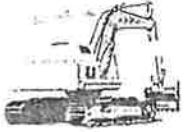
- Perform an Asbestos Abatement as determined necessary from the supplied Asbestos Survey.
- Raze and properly dispose of the residence. Remove the entire foundation systems. Remove the basement walls and floor. Fill in any excavated and open areas with clean soil until level with the adjacent grade.
- Fill and rough grade any areas disturbed due to the demolition with clean soil.
- Proposal shall state number of calendar days to complete the project. The demolition proposal shall be in accordance with the attached Thomas Township Building Department demo policy and guideline.
- Any surplus from the demolition shall be paid over to the person(s) lawfully entitled there to.

### **General Conditions**

Proof of Worker's Compensation and Liability Insurance will be required from the successful contractor. Liability policy will need to have \$1,000,000 of coverage and include the township as an additional insured.

The bidder shall visit the site and fully inform themselves prior to the bidding as to the existing conditions and limitations under which the work is to be performed.

Thomas Township Board reserves the right to reject any and all bids, to waive informalities or errors in the bidding process and to accept any bid deemed to be in the best interest of the township including bids that are not for the lowest amount.



FILL DIRT - BLACK DIRT  
SAND - STONE  
SNOW PLOWING  
DEMOLITION

# MEAD & SONS CONTRACTING, INC.

TRUCKING & EXCAVATING

3330 SCHUST ROAD  
SAGINAW, MICHIGAN 48603 / PHONE 792-4600  
FAX (989) 792-6644



WATER LI  
SEWERS  
FOOTINGS

Att:

Dan Sika  
Director of Community Development

Jan 13 ,2019

## Bid

Scope of work includes the following Complete Demolition & Asbestos and hazardous materials in house Located at 7329 Gratiot

- \*Basement Foundation and walls floors to removed
- \*Basement to be filled with clean fill dirt
- \*Driveway to Remain
- \*4" of top soil on All Disturbed areas
- \*Drive way approach to remain
- \*All work will be done to Thomas Township Specifications
- \*Number of days to complete Asbestos and Demolition 6 Days

Mead & Sons Contracting Inc. Will take out demo permit

Total Bid- \$7.800.00

# Asbestos Program

MIOSHA

(/AsbestosProgram/)

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## Contractor Profile for MEAD DEMOLITION, LLC

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### Name and Address

**Name**

MEAD DEMOLITION, LLC

**Address**

3330 SCHUST ROAD

SAGINAW, MI 48603

**Phone**

989-792-4600

### License Information

Licence Type	ID#	Status	Expiration Date
Type I (1 - 4 employees)	C45018	Apprvd - Full	12/13/2019

[Q New Search \(/AsbestosProgram/Contractor/ContractorSearch\)](#)[Back to Top](#)[MI.gov \(http://www.michigan.gov\)](http://www.michigan.gov)[Asbestos Program - Verify and Search \(/AsbestosProgram/\)](#)[Asbestos Program \(http://www.michigan.gov/lara/0,4601,7-154-11407\\_1533\\_15369---,00.html\)](http://www.michigan.gov/lara/0,4601,7-154-11407_1533_15369---,00.html)[Contact US \(http://www.michigan.gov/lara/0,4601,7-154-11407\\_15333\\_15369-41708--,00.html\)](http://www.michigan.gov/lara/0,4601,7-154-11407_15333_15369-41708--,00.html)[Policies \(http://www.michigan.gov/policies\)](http://www.michigan.gov/policies)

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# AKT PEERLESS **COPY** Invoice

214 JANES AVE  
SAGINAW, MI 48607

P: 989-754-9896  
F: 989-754-3804

December 31, 2018  
Invoice No: 53742

Dan Sika  
Thomas Township  
249 Miller Road  
Saginaw, MI 48609

*Please reference this invoice no. on  
your remittance.*

Project Manager Sean Robinson

**Total Due This Invoice (see breakdown below): \$975.00**

Project 13952S00 7329 Gratiot Road, Saginaw, MI

Professional Services for the Period: December 01, 2018 to December 31, 2018

Billing Group: 1 Asbestos Survey Activities  
Professional services rendered and project costs incurred to conduct an Asbestos Survey at 7329 Gratiot Road, Saginaw, Michigan. Approval given by Dan Sika, dated December 21, 2018.

Phase 190 Asbestos Survey Activities

	975.00
<b>Total Phase</b>	<b>\$975.00</b>
<b>Total Billing Group</b>	<b>\$975.00</b>
<b>Invoice Amount</b>	<b>\$975.00</b>

All invoices shall be payable within 30 days of the invoice date. Any payments not received within that period shall bear interest at the rate of 1.5% per month. A surcharge of 3% will be applied for credit card transactions.

**ACH Payments:** Beneficiary Account: AKT Peerless Environmental Services, LLC; Huntington Bank; 101 N WASHINGTON STREET, SAGINAW MI 48607; ABA ROUTING #072403473; ACCOUNT #01388362854

*Asbestos Survey for  
Demo @ 7329 Gratiot*

AKT Peerless Environmental Services, LLC.

ACCEPTS:





## **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** September 9, 2019
- **SUBMITTED BY:** John Corriveau, Parks & Recreation Director
- **AGENDA TOPIC:** Installation of metal roof on pavilion at Roberts Park.
- **EXPLANATION OF TOPIC:** This agenda item is to replace the metal roof on the large pavilion at Roberts Park. We were able to remove the old metal roof and have the pavilion ready for the new metal roof to be installed. The old metal roof had different colored metal roof sections and had several holes in it. We looked at possibly repairing and painting the old metal roof, however we could not get a warranty on the paint to last more than 5 years and the cost was prohibitive. We have done a very good job at keeping our parks looking the same as in building structure and colors and this will complete the transformation of the pavilion to being part of Roberts Park. I sent out thirteen bid requests and received three back.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Bid Tab Sheet
- **POSSIBLE COURSES OF ACTION:** Approve, Deny, Amend or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to approve the low bid of \$11,972 from Beagle Construction for the installation of the metal roof on the pavilion at Roberts Park.
- **ROLL CALL VOTE REQUIRED?** No

## Bid Tab Sheet Roberts Park Pavilion Roof Bid

	Roberts Park Pavilion Roof Bid
Beagle Construction	\$11,972
Gerald Bergman Inc	\$17,460
Allan Contracting	\$18,975
Alfano Construction	No Bid
Bailey Construction	No Bid
Caterino Builders	No Bid
Moeller Construction	No Bid
Schauman Construction	No Bid
Wobig	No Bid
Wolgast Construction	No Bid
INSULEX	No Bid
Hornung Construction	No Bid
Rodney Woods Builder	No Bid



## **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** September 9, 2019
- **SUBMITTED BY:** John Corriveau, Parks & Recreation Director
- **AGENDA TOPIC:** Repaving of a section of Roberts Park Trail
- **EXPLANATION OF TOPIC:** The trail section in need of replacement is located along the north side of the ball diamond three's parking lot. This trail section has several large pieces that have falling apart and the grass is growing through it causing trip hazard concerns. We have done our best to keep it up but the time has come to replace the approximate 410 linear feet of trail. I sent out fourteen bid requests for this project and received two back.
- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Attached bid tab sheet.
- **POSSIBLE COURSES OF ACTION:** Approve, Deny, Amend or Table
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to approve the low bid of \$7,500 by Quality Asphalt for the repaving of approximately 410 linear feet of trail at Roberts Park.
- **ROLL CALL VOTE REQUIRED?** No

## Bid Tab Sheet Roberts Park Trail Repaving

	Roberts Park Trail Repaving
Quality Asphalt	\$7,500
Yeager Asphalt	\$9,500
Black Jack Asphalt	No Bid
Carrollton Paving	No Bid
Lois Kay Contracting	No Bid
Mead & Sons Contracting	No Bid
Mr. Asphalt and Seal Coating	No Bid
Pyramid Paving	No Bid
Saginaw Asphalt	No Bid
Satkowiak & Sons Inc	No Bid
Smith Line Striping	No Bid
ABC Seal Coating	No Bid



## **TOWNSHIP BOARD AGENDA ITEM**

- **MEETING DATE:** September 9, 2019
- **SUBMITTED BY:** Russ Taylor, Township Manager
- **AGENDA TOPIC:** Approve proposed Consumers Energy easement for electrical service to 6660 Gratiot Road.
- **EXPLANATION OF TOPIC:** Currently, Consumers Energy has an easement that effectively covers all of the property that Thomas Township owns on Gratiot Road near the Tittabawassee River. Years ago, these easements were referred to as blanket easements and were fairly common. A utility company like Consumers Energy would approach many property owners for easements when they were looking to run a new utility line. Until they acquired all of the needed easements, they really could not determine the line's exact path, so a property owner would grant an easement that effectively encumbered the entire parcel until the line was constructed. Once the line was built, then a new specific easement would be drawn up to define exactly where the line and easement were to be located, and then the blanket easement would be released.

In the case of these Township parcels, the blanket easements were never removed. I can only guess why that is the case, but most likely, it was just an oversight as they really only serve the purpose of providing electrical service to the Nature Center building. I have been working with various Consumers Energy representatives for somewhere around five years to get these removed and to reduce the easement footprint to the actual area needed. This is not a pressing issue, but in the event that the Township decides to do any sort of physical construction or improvements (i.e. driveway relocation) the existing blanket easements could pose a problem.

I believe that we could deal with the challenges if we had to, but I would rather be proactive and resolve the potential conflict now; rather, than waiting until the time when we need to build. Especially, when we know that anything that has to be run through the Consumers Energy legal department takes a minimum of one year to accomplish so it seems.

September 9, 2019

Consumers Energy Easement MI#00000045733

- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:** Proposed easement per agreement MI#00000045733.
- **POSSIBLE COURSES OF ACTION:** Approve, Amend, Deny or Table.
- **SUGGESTED/REQUESTED MOTION:** Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to approve proposed Consumers Energy easement for electrical service to 6660 Gratiot Road.
- **ROLL CALL VOTE REQUIRED:** No.

## INSTRUCTIONS FOR SIGNING EASEMENTS

- 1) DO NOT SIGN ON THIS SHEET, EXAMPLE ONLY!
- 2) Sign where indicated, with **Legal Names** in **BLACK INK**.
- 3) Type or Print names **IN BLACK INK** under **ALL** signatures, including notary's signature.

**"The State requires that printing be black ink on white paper for forms presented for recording."**

- 4) Notary is to sign their name and stamp, type, or print remaining necessary information. Also complete the acknowledgement using signing date in both places.
- 5) Any changes made to this document will be considered **NULL and VOID**. Any errors found on said document upon receipt, will also be considered as **NULL and VOID**. If, for any reason, changes need to be made, prior approval from the area Right-of-Way Specialist is required.
- 6) If you have a relative that is a notary, they **CAN NOT** notarize this signature!

### EXAMPLE:

Date: (date document is signed)

Owner:

**(SIGNATURE)**

Type or print owners name here  
(Legal first name, Middle initial, Last name)

**(SIGNATURE)**

Type or print owners name here  
(Legal first name, Middle initial, Last name)

BOTH DATES MUST BE THE SAME!!!

#### Acknowledgment

The foregoing instrument was acknowledged before me in (name of county) County, Michigan,  
on (date document is signed) by (print owners names (as indicated above) and marital  
Date Print Owner's Name(s)  
status on these two lines)

**(SIGNATURE)**

(Type or print name here)

Notary Public

County, Michigan

Acting in \_\_\_\_\_ County

My Commission expires: \_\_\_\_\_

Place Stamp & Seal in this location only

Notary Stamp (place above line)

## **EASEMENT FOR ELECTRIC FACILITIES**

Master Tract# ROW000916058188  
SAP# 1049691893  
Design# SF-24148  
Agreement# MI#00000045733

THOMAS TOWNSHIP, a Michigan municipal corporation, whose address is 249 North Miller Road, Saginaw, Michigan 48609 (hereinafter "Owner")

for \$1.00 and other good and valuable consideration [exempt from real estate transfer tax pursuant to MCLA 207.505(f) and from State real estate transfer tax pursuant to MCLA 207.526(f)] grants and warrants to

CONSUMERS ENERGY COMPANY, a Michigan corporation, One Energy Plaza, Jackson, Michigan 49201 (hereinafter "Consumers")

a permanent easement to enter Owner's land (hereinafter "Owner's Land") located in the Township of Thomas, County of Saginaw, and State of Michigan as more particularly described in the attached Exhibit A to construct, operate, maintain, inspect (including aerial patrol), survey, replace, reconstruct, improve, remove, relocate, change the size of, enlarge, and protect a line or lines electric facilities in, on, over, under, across, and through a portion of Owner's Land (hereinafter "Easement Area") as more fully described in the attached Exhibit B, together with any pole structures, poles, or any combination of same, wires, cables, conduits, crossarms, braces, guys, anchors, transformers, electric control circuits and devices, location markers and signs, communication systems, utility lines, protective apparatus and all other equipment, appurtenances, associated fixtures, and facilities, whether above or below grade, useful or incidental to or for the operation or protection thereof, and to conduct such other activities as may be convenient in connection therewith as determined by Consumers for the purpose of transmitting and distributing electricity. Consumers may attach additional lines outside the Easement Area, running laterally from a line within the Easement Area to the North, South, East and West edges of Owner's Land, in which event the Easement Area shall include a 30 foot-wide strip of land, being 15 feet on each side of overhead line and a 12 foot-wide strip of land, being 6 feet on each side of the underground line each such lateral line.

**Additional Work Space:** In addition to the Easement rights granted herein, Owner further grants to Consumers, during initial construction and installation only, the right to temporarily use such additional work space reasonably required to construct said lines. Said temporary work space shall abut the Easement Area, on either side, as required by construction.

**Access:** Consumers shall have the right to unimpaired access to said line or lines, and the right of ingress and egress on, over, and through Owner's Land for any and all purposes necessary, convenient, or incidental to the exercise by Consumers of the rights granted hereunder.

**Trees and Other Vegetation:** Owner shall not plant any trees within the Easement Area. Consumers shall have the right from time to time hereafter to enter Owner's Land to trim, cut down, and otherwise remove and control any trees, brush, roots, and other vegetation within the Easement Area. Consumers shall have the right from time to time hereafter to enter Owner's Land to trim, cut down, and otherwise remove and control any trees, brush, or other vegetation located outside of the Easement Area which are of such a height or are of such a species whose mature height that in falling directly to the ground could come into contact with or land directly above Consumers' facilities.

**Buildings/Structures:** Owner agrees not to build, create, construct, or permit to be built, created, or constructed, any obstruction, building, septic system, drain field, fuel tank, pond, swimming pool, lake, pit, well, foundation, engineering works, installation or

EXHIBIT A

Owner's Land

Land situated in the Township of Thomas, County of Saginaw, State of Michigan:

Legal Description: Proposed Easement Area 1 for Electric Facilities

A strip of land 30 feet in width being 15 feet on each side of an existing overhead electric line located in the South 1/2 of the Northwest 1/4 of Section 30, Township 12 North, Range 4 East, being described as: Commencing at the Southeast corner of Lot #13 of Wegner's Subdivision as recorded in L. 6, Page 33, Saginaw County Records; thence South 00°37'30" East, along the East line of Wegner's Subdivision, 4.82 feet to the Point of Beginning of this centerline description; thence South 89°06'07" East, 122.00 feet; thence South 21°06'27" East, 214.43 feet; thence South 20°17'17" East, 244.21 feet; thence South 00°07'45" West, 192.05 feet to Reference Point "A"; thence continuing South 00°07'45" West, 15.00 feet to the Point of Ending of this centerline description. The sidelines of said 30 foot wide strip of land are to be extended and shortened to meet at angle points, said sidelines to begin at the East line of said Wegner's Subdivision. Containing 0.55 acres of land more or less.

Legal Description: Proposed Easement Area 2 for Electric Facilities

A strip of land 12 feet in width being 6 feet on each side of an existing underground electric line located in the South 1/2 of the Northwest 1/4 of Section 30, Township 12 North, Range 4 East, being described as: Commencing at the Southeast corner of Lot #13 of Wegner's Subdivision as recorded in L. 6, Page 33, thence South 00°37'30" West, along the East line of Wegner's Subdivision, 4.82 feet; thence South 89°06'07" East, 122.00 feet; thence South 21°06'27" East, 214.43 feet; thence South 20°17'17" East, 244.21 feet; thence South 00°07'45" West, 192.05 feet to the Point of Beginning of this centerline description; thence South 68°29'13" East, 121.80 feet; thence North 36°33'49" East, 17.77 feet; thence North 66°08'55" East, 12.00 feet; thence South 75°03'55" East, 15.08 feet; thence South 15°00'03" West, 5.00 feet to the Point of Ending of this centerline description. The sidelines of said 12 foot wide strip of land are to be extended and shortened to meet at angle points and existing building. Containing 0.49 acres of land more or less.

Parcel ID: 28-12-4-30-2022-000, 28-12-4-30-2001-000 and 28-12-4-30-2021-001

Also Known as 6660 and 6640 Gratiot Road, Saginaw, Michigan 48609

any other type of structure over, under, or on said Easement Area, whether temporary or permanent, natural or man-made, without a prior written agreement executed by Consumers' Real Estate Department expressly allowing the aforementioned.

Ground Elevation: Owner shall not materially alter the ground elevation within the Easement Area without a prior written agreement executed by Consumers Real Estate Department allowing said alteration.

Exercise of Easement: Consumers' nonuse or limited use of this Easement shall not preclude Consumers' later use of this Easement to its full extent.

Ownership: Owner covenants with Consumers that they are the lawful fee simple owner of the aforesaid lands, and that they have the right and authority to make this grant, and that they will forever warrant and defend the title thereto against all claims whatsoever.

Successors: This Easement shall bind and benefit Owner's and Consumers' respective heirs, successors, lessees, licensees, and assigns.

Counterparts: This Easement may be executed simultaneously in two or more counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument. It is not necessary that all parties execute any single counterpart if each party executes at least one counterpart.

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

Owner: THOMAS TOWNSHIP, a Michigan Municipal corporation

By: Robert Weise  
Its: Township Supervisor

By: Edward Brosowski  
Its: Township Clerk

Acknowledgment

The foregoing instrument was acknowledged before me in \_\_\_\_\_ County, Michigan,  
on \_\_\_\_\_ by Robert Weise, Township Supervisor and Edward Brosowski, Township Clerk of  
Date  
Thomas Township, a Michigan Municipal corporation, on behalf of the corporation.

\_\_\_\_\_  
Notary Public  
\_\_\_\_\_  
County, Michigan  
Acting in \_\_\_\_\_ County  
My Commission expires: \_\_\_\_\_

**PROPERTY OWNERS MAIL  
SIGNED EASEMENT TO:**

Michael Loper #230-D  
Consumers Energy Company  
4141 Wilder Road  
Bay City, MI 48706

Preparer's By:  
Cristi Banks 9/5/2019  
Consumers Energy Company  
One Energy Plaza  
Jackson, MI 49201

**REGISTER OF DEEDS OFFICE USE ONLY**

Return recorded instrument to:  
Carrie J. Main, EP7-287  
Consumers Energy Company  
One Energy Plaza  
Jackson, MI 49201

Easement Area

[illegible]

