

SPRINGFIELD TOWNSHIP BOARD MEETING

December 13, 2018

SYNOPSIS

CALL TO ORDER: 7:30 by Supervisor Walls

PLEDGE OF ALLEGIANCE:

ROLL CALL

AGENDA ADDITIONS & CHANGES: None

PUBLIC COMMENT: Treasurer Dubre commented regarding the closing of the 2018-2019 Capital Improvement Bonds

CONSENT AGENDA

- a) Approved Minutes: Regular Meeting of November 8, 2018 and Dangerous Buildings Show Cause Hearing of November 8, 2018
- b) Accepted November 2018 Treasurer's Report
- c) Received November 2018 Monthly Reports: Building, Electrical, Plumbing, Mechanical, Ordinance, Fire, Police, CDBG, Assessing, IT, Comp Time and Natural Resources
- d) Authorized payment of bills: October Additional Disbursements totaling \$242,834.02 and November Bills List totaling \$246,355.51
- e) Approved 2019 Rents, Allocations and Charges as presented in the November 30, 2018 memo from Treasurer Dubre
- f) Approved 2019 contract with Oakland County Sheriff's Department
- g) Adopted Resolution 2018-25 to establish 2019 Property Tax Exemption Guidelines
- h) Designated The Oakland Press as FY 2019 Legal Publication and authorize Clerk to execute 2019 Advertising contract
- i) Adopted Resolution 2018-24 to adopt the 2019 North Oakland Hazardous Waste Consortium Agreement
- j) Adopted Resolution 2018-26 to adopt the Exemption Option as set forth in 2011 Public Act 152, the Publicly Funded Health Insurance Contribution Act
- k) Approved 2019 monthly healthcare reimbursement maximums as presented in the December 6, 2018 memo from Clerk Moreau
- l) Established 2019 Township Board Meeting dates as the second Thursday of the month beginning at 7:30 pm
- m) Approved closing the Township Offices on Monday, December 23, 2019 as an unpaid holiday closure
- n) Reappointed George Mansour for a 3-year term to the Planning Commission expiring 11-2021 and Appointed Terry Rusnell to the Planning Commission for a 3-year term expiring 11-2021. Reappointed Bernard Wendt to the ZBA for a 3-year term expiring 12-2021 and Appointed Matt Underwood to the ZBA for a 3-year term expiring 12-2021
- o) Adopted the Springfield Township FOIA Procedures and Guidelines and the Public Summary as amended to remove the specific rate charged for contracted labor
- p) Approved attendance for Natural Resources Manager at 2019 Poweshiek Skipperling Conservation Workshop for a cost not to exceed \$1,200
- q) Approved retaining or hiring up to three Natural Resources Crew Members in 2019 contingent on acceptance of job offer, wage negotiations and onboarding processes
- r) Received Communications and placed on file

PUBLIC HEARINGS

1. 2019 Budgets and Proposed Property Tax Millage Rates: Opened hearing at 7:35 pm, received comments, closed hearing at 7:57 pm.

OLD BUSINESS

1. 11800 Rattalee Lake Road – Dangerous Building: Authorized Supervisor to obtain bids for demolition for consideration at the January 10, 2019 Township Board Meeting.

NEW BUSINESS

1. Adopt New 2018-2019 Capital Improvement Program budget and 2018 Budgets Amendments: Adopted new budget and amended 2018 General Fund, Building Department Fund, and Fire Fund budgets
2. Adopt 2019 Budgets: Adopted budgets
3. Enterprise Drive SAD: Adopted resolution 2018-27 for Road Commission to proceed with SAD road improvements
4. First Reading – Amend Code Sec. 40-136, Site Plan Review: Authorized Clerk to publish for Second Reading
5. Joint Planning Committee – Hartman Property: Established committee and assigned Township representatives
6. 2019 Township Insurance: Approved Trident Insurance at a cost not to exceed \$68,000
7. Safe Routes to School: Approved participation with Independence Township and Clarkston School on a grant application, with Springfield contribution of \$7,200
8. Assessing Department – One-time compensation: Approved compensation to Assessor 1 of \$2,000
9. Set 2019 Salaries: Established 2019 salaries and hourly rates of pay for all staff and officials

PUBLIC COMMENT: None

ADJOURN: 9:15 pm

Minutes of
BOARD OF TRUSTEES
REGULAR MEETING
December 13, 2018

SPRINGFIELD
CHARTER TOWNSHIP

Laura Moreau, Clerk



Call to Order: Supervisor Walls called the December 13, 2018 Regular Meeting of the Springfield Township Board to order at 7:30 pm at the Springfield Township Civic Center, 12000 Davisburg Road, Davisburg, MI 48350.

Pledge of Allegiance

Roll Call:

Board Members Present

Collin Walls	Township Supervisor
Laura Moreau	Township Clerk
Jamie Dubre	Township Treasurer
Judy Hensler	Township Trustee
Marc Cooper	Township Trustee
David Hopper	Township Trustee
Dennis Vallad	Township Trustee

Board Members Not Present

None

Others Present

none

Agenda Additions & Changes:

None

Public Comment:

Treasurer Dubre reported that, after four bids, the 2018-2019 Capital Improvement bond was closed today at an interest rate of 2.778919%, not the 3.5% that was originally estimated. The bond is officially funded.

Consent Agenda:

- * Trustee Hopper moved to approve the Consent Agenda as presented. Trustee Cooper supported the motion. Vote on the motion. Yes: Cooper, Dubre, Hensler, Hopper, Moreau, Vallad and Walls; No: none; absent: none. The motion carried by a 7 to 0 vote.

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BOARD OF TRUSTEES
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- o) Adopt the Springfield Township FOIA Procedures and Guidelines and the Public Summary as amended to remove the specific rate charged for contracted labor



- p) Approve attendance for Natural Resource Manager at 2019 Powershiek Skipperling Conservation Workshop for a cost not to exceed \$1,200
- q) Approve retaining or hiring up to three Natural Resource Crew Members in 2019 contingent on acceptance of job offer, wage negotiations and onboarding processes
- r) Receive Communications:
 - Memo from Erin Mattice regarding Joint meeting with Planning Commission, January 15, 2019

Presentation:

none

Public Hearing:

1. 2019 Budgets and Proposed Property Tax Millage Rates

Supervisor Walls opened the Public Hearing at 7:34 p.m.

Supervisor Walls explained the format of the Budget worksheets included in the Board packet with copies available to the audience.

He further described changes in the General Fund.

General Fund Tax Revenue is showing an increase over 2018. The millage rate has not changed but the budget number reflects the previous actual revenue.

Other Local Revenue shows an increase of \$66,000.

Expenses reflect a 4% rate increase for Salaries and Wages with a few exceptions, one being the continual “catch-up” for elected officials who had not seen wage increases for several years.

Expense changes to note include an increase in Assessor cost center as there has been budget for an additional staff but no decision to hire yet. Building and Grounds expense is down due to completion of projects. Cemetery expense is up due to the addition of a second cemetery obtained by the Township in 2018. Ordinance Department Expense is up in anticipation of an additional part time ordinance officer added to the staff. Consultant Expense is up in anticipation of new developments, ordinance and planning changes.



Supervisor Walls explained changes in the Fire Fund. Revenues are comparable to 2018 numbers. Purchase of Land and Equipment is actually a Transfer In from the bond fund for reimbursement of purchased vehicle. For Expense, Building and Grounds were broken down by station for easier accounting. Personnel expense is up due to the same 4% increase in salary (except for probation) and a projection for new firefighters being employed. Fire Total Expenses are down from 2018 as there will not be any new station building or equipment expenses.

Supervisor Walls explained that the Police budget was revised using consistent revenue and expenses using the renewal for the Police Millage accordingly.

The Cemetery Fund projects no expenditures and limited number of sales. Supervisor Walls commented that perhaps the budget should have taken into account the second cemetery obtained in 2018.

Sarah Richmond, Parks and Recreation Director, explained that the biggest change in the Parks and Recreation budget is in the Supplies and Equipment cost center. Budgeted projects include replacing doors and split rail fencing, small equipment repair and purchasing safety equipment (after MIOSHA assessment). Changes in Administration and Maintenance cost center reflect hospitalization and 4% wage increase. The Mill Pond Beach cost center reflects a continuation of shoreline work carried over from 2018. The Consultant cost center is also increased due to MIOSHA inspection required tree work.

Supervisor Walls highlighted the Stewardship Endowment Fund changes to the budget. He described a 2018 amendment where \$130,000 was placed into this fund from the Natural Resources Endowment Fund. A \$15,000 expenditure is anticipated from this fund.

Supervisor Walls then described the Endowment Fund as the Natural Resource Endowment Fund set up with donations as a result of actions by the Springfield Site Action Committee. This fund is set up solely for the preservation of Natural Resources in Springfield Township. The 2018 \$100,000 deposit into the cost center was a grant deposited into the fund because the Endowment Fund provided the initial funds to purchase land.

Lake Improvement Fund is one fund representing many lakes, each with their own Lake Board administering funds.



Softwater Lake Improvement Fund is a Lake Assessment Fund administered by the Township.

Eliza Lake is similar to the Softwater Lake Improvement fund. This SAD is in the process of establishing a Lake Improvement Board.

Cable TV proposed expenditure increases to upgrade sound system for cable productions. Also, under investigation is the low screen scrolling text.

Building Department Fund increases with a steady progression of increased activity. Revenue is still covering the cost of the program.

Treasurer Dubre reported that there have been 813 total permits issued in 2018.

Supervisor Walls explained that the Civic Center Debt Fund will no longer be necessary in 2021 due to the bond for the building being paid off.

Fire Capital Improvement Debt Fund is the debt for the bond that was sold to construct the two new fire stations and provide personnel for those stations.

Capital Improvement Debt Fund is the bond previously discussed by Treasurer Dubre.

Capital Improvement Program Debt Fund is a budget for the expenditures of those bond funds. Transfers out in 2018 to reimburse General Fund and Fire Fund for expenditures already made or have yet to be made.

Softwater Sewer Debt was established to fund a bond sale to fund a connection of Softwater and Bavarian Village developments to the Independence Township sewer system.

Supervised Walls concluded with the Improvement Revolving Fund describing its set up by the Board to be of assistance to Special Assessment projects. The repaving of Sherwood/Patrick drive SAD are represented in the 2019 numbers.

Mr. Tom Weiler, 9171 Hillcrest asked if the Softwater Sewer system would connect with any of the other buildings along Dixie Highway.

Supervisor Walls answered that we cannot connect. He then asked if there were any comments about the new format for the budget presentation.



The general feedback was that the format was an improvement.

Hearing no other comments, Supervisor Walls closed the Public Hearing at 7:57 p.m.

Public Comment:

Old Business

1. 11800 Rattalee Lake Road – Dangerous Buildings

Supervisor Walls reviewed the Dangerous Building Hearing held on November 8, 2018, pertaining to a property at 11800 Rattalee Lake Road. At the hearing it was discovered that the property was in the process of being sold, so deadlines for pulling permits and commencing demolition/construction were set. As of this afternoon, after several attempts at contact, the owner will be in this week to obtain permits.

- * **Supervisor Walls moved that as a result of the owner of 11800 Rattalee Lake Road acknowledging receipt of the Township Board's November 8, 2018 order, which contained time limits on obtaining Building Permits and commencing work on those permits, and the fact that the owner did not obtain those required permits within 15 days of the order, and still has not obtained those required permits, that owner is not in compliance with the November 8, 2018 Dangerous Building Order; the Township Supervisor is authorized to obtain bids for the removal of the swimming pool, and demolition of the barn and its addition, the house and garage for Board consideration at its January 10, 2019 Board Meeting. Trustee Hensler supported the motion.**

Supervisor Walls clarified that he has emailed the attorney and the current owner indicating that consideration will be given at the January 10, 2019 meeting, should they choose to attend.

Vote on the motion. Yes: Cooper, Dubre, Hensler, Hopper, Moreau, Vallad and Walls; No: none; absent: none. The motion carried by a 7 to 0 vote.



New Business:

1. Adopt New 2018-2019 Capital Improvement Program budget and 2018 Budget Amendments

Supervisor Walls stated that the Budget Adoption is for 2018-2019 Capital Improvement program. The amendment to adopt the fund is the Bond proceeds and expenses.

Supervisor Walls moved to adopt the 2018-2019 Capital improvement program budget revenue total \$750,000 and Expenses General Service \$27,600, Transfer out \$582,000 and Total Expense \$609,600. Trustee Vallad supported the motion. Vote on the motion. Yes: Hensler, Hopper, Moreau and Vallad; No: Cooper, Dubre and Walls; absent: none. The motion carried by a 7 to 0 vote.

Supervisor Walls then moved on the Building, Fire and General Fund Budget amendments.

Supervisor Walls moved to adopt the following fund amendments: Building Department Fund Revenue, Charge for Service increase \$20,000 from \$181,600 to \$201,600, Total Revenue increases from \$181,600 to \$201,600. Expense, Contract Services, increase \$17,000 from \$127,600 to \$144,600. Total Expense increases from \$181,200 to \$198,200. For the Fire Fund: Revenue, Purchase of Land and Equipment, increase \$302,000 from \$0 to \$302,000. Total Revenue increase from \$1,699,250 to \$2,001,250. Expenses remain unchanged. General Fund Revenue: Other local Revenue, increase \$280,000 from \$317,350 to \$597,350. Total Revenue, increase from \$2,155,450 to \$2,435,450. Expense, Cemetery increase \$4,000 from \$12,800 to \$16,800 and Fund Reserves, decrease \$4,000 from \$50,000 to \$46,000. Total Expense no change. Trustee Hopper supported the motion. Vote on the motion. Yes: Hensler, Hopper, Moreau and Vallad; No: Cooper, Dubre and Walls; absent: none. The motion carried by a 7 to 0 vote.

2. Adopt 2019 Budgets

Supervisor Walls noted that there are two new funds present in the budget; Capital Improvement Fund and the 2018-2019 Capital Improvement Debt. Supervisor Walls commented on a few changes previously discussed in the Public Hearing. He further commented that medical insurance was budgeted for a 15% increase when in fact there is a 6% decrease, but the budget was not adjusted. He further commented on changes to the Fire Budget highlighting the Capital Improvement Transfer Out amount of \$66,500. The



Police Fund budget contains the necessary budget for the 11-current personnel with a 3% increase in the new contract. There were no additional comments about any other budget sections.

Treasurer Dubre moved to adopt the 2019 Parks and Recreation Fund as presented with Revenue at \$611,000 and Expenses at \$657,050; 2019 Stewardship Fund as presented with Revenue at \$0 and Expenses at \$15,000; 2019 Endowment Fund as presented with Revenue and Expenses at \$0; 2019 General Fund as amended with Revenue at \$2,261,800 and Expenses at \$3,330,000; the 2019 Fire Fund as presented with Revenue at \$1,769,700 and Expenses at \$1,836,400; the 2019 Police Fund as presented with Revenue at \$1,838,500 and Expenses at \$1,798,300; the 2019 Cemetery Fund as presented with Revenue at \$1,000 and Expenses at \$0; the 2019 Lake Improvement Fund as presented with Revenue and Expenses at \$246,900; 2019 Softwater Lake Improvement Fund as presented with Revenue at \$7,500 and Expenses at \$12,500; 2019 Eliza Lake Improvement Fund as presented with Revenue at \$8,050 and Expenses at \$17,245; 2019 Cable Fund as presented with Revenue at \$94,000 and Expenses at \$103,800; the 2019 Building Fund as presented with Revenue at \$188,800 and Expenses at \$189,350; the 2019 Civic Center Debt Fund as presented with Revenue at \$327,000 and Expenses at \$365,800; the 2019 Fire Capital Improvement Debt Fund as presented with Revenue at \$316,500 and Expenses at \$316,100; the 2019 Capital Improvement Program Debt Fund as presented with Revenue at \$118,000 and Expenses at \$117,000; 2019 Capital Improvement Program Fund as presented with Revenue at \$1,000 and Expenses at \$143,000; 2019 Softwater Sewer Debt Service Fund as presented with Revenue at \$115,000 and Expenses at \$114,700; 2019 Improvement Revolving Fund as presented with Revenue at \$63,700 and Expenses at \$50,500. Trustee Vallad supported the motion. Vote on the motion. Yes: Cooper, Dubre, Hensler, Hopper, Moreau, Vallad and Walls; No: none; absent: none. The motion carried by a 7 to 0 vote.

3. Enterprise Drive SAD

Supervisor Walls explained that a few years ago, petitions were circulated amongst property owners of Enterprise Drive and 51% of property owners signed to ask the Road Commission to establish a Special Assessment District for the improvement of Enterprise drive. The Road Commission rejected the petition because 51% of the owners were represented, but not 51% of the frontage. No additional signatures were collected because the Road Commission would not supply cost information until after the petition was completed. Supervisor Walls discovered a provision in the RCOC policy that would allow the Township to initiate the SAD process to request a cost estimate which could then be presented to the property owners. The SAD process could be stopped by petition with



signatures from 51% of the property owners. The overall assessment would be just under \$1.5 million dollars spread over 10 years with 6% interest, the base rate is just under \$65,100. After meeting with a major property owner, Walls suggestion is for the Township Board to adopt the resolution and start the process to give the property owners a chance to hear the cost and discuss with the Road Commission.

Included in the Board packet was a copy of the resolution to initiate the Enterprise Drive SAD.

Clerk Moreau questioned the wording under Recitals: D asking if the word “road “should be substituted with the word “resolution”.

Supervisor Walls agreed with the substitution but confirmed that the resolution draft from the Road Commission included the word “road”.

Attorney Need believed that this type of resolution draft might be used if there were multiple roads in question, which is not the case. He suggested approving the resolution subject to the Supervisor confirming language of Recital D.

Clerk Moreau moved to adopt Resolution 2018-27 as presented but subject to the Supervisor verifying with the Road Commission the language listed in the Recitals that it be appropriate for the Enterprise Drive Project. Treasurer Dubre supported the motion.

Clerk Moreau noted that she did not limit the clarification to Recital D, but all of the Recital points.

Vote on the motion. Yes: Cooper, Dubre, Hensler, Hopper, Moreau, Vallad and Walls; No: none; absent: none. The motion carried by a 7 to 0 vote.

4. First Reading – Amend Code Section 40-136 Site Plan Review

Supervisor Walls explained that these revisions have been in process for some time and have three basic intentions; First to restructure the current provisions, second to receive site plans in better condition in front of the Planning Commission, and third to offer assistance to developers during the front end of a project to speed up the process and reduce costs. Supervisor Walls also explained that out of this process, there came a revision to the process so that the detailed engineering will be not be done until the overall plan is approved by the Planning Commission. There will be a pre-application review with



consultants after concept drawings (previously an optional review) as well as an opportunity for applicants to meet with consultants prior to a plan submitted to the Planning Commission.

Clerk Moreau commented that this change makes it easier for staff to follow and understand the process, from an administrative standpoint.

Trustee Hopper commented that he was looking forward to using the new process.

Trustee Vallad commented that it appeared that there were no up-front costs to the applicant, yet there will be a cost for consultant and engineering work. He asked if the Township would eat those costs should the applicant walk away.

Supervisor Walls replied that the Township would eat those charges but so far, the process has been beneficial enough and only costs about an hours-worth of each consultant's time.

Trustee Vallad agreed and commented that this is much easier to read than the original ordinance.

Trustee Hopper feels that this would save time with a more conformed plan before going to consultants.

Supervisor Walls commented that the first time this process worked the way it was supposed to work was with Shepherd's Hollow, partially due to the applicants, but the process was very smooth.

Trustee Hopper moved to authorize the Clerk to publish the proposed amendments to 40-136 Site Plan Review as presented this evening for discussion. Trustee Hensler supported the motion. Vote on the motion. Yes: Cooper, Dubre, Hensler, Hopper, Moreau, Vallad and Walls; No: none; absent: none. The motion carried by a 7 to 0 vote.

Clerk Moreau commented that there was a summary published for the Public Hearing for this amendment and there will be a summary published again for the Second Reading in the Oakland Press.

5. Joint Planning Committee – Hartman Property

Supervisor Walls referred to an image map on the video screen of the Shiawassee Basin Preserve including property recently acquired by the Township from Mrs. Hartman, honoring her late husband's request. Negotiations to obtain the property were kept



confidential upon request of Mrs. Hartman, and purchase funds were taken from the Natural Resources Endowment Fund. The purchase was negotiated with assistance from the Springfield Site Action Committee (SSAC) and approved by the Park Commission and the Township Board.

With the exception of some legal fees, there were no property taxes used for this purchase.

Supervisor Walls commented that the acquiring of this “hole in the donut” property was a dream of the Township Board back in the 1980’s. Good things happen when you wait.

A planning committee with members from the Township Board, Park Commission, the Natural Resource Manager, the Park Director and a representative from SSAC. Supervisor Walls and Clerk Moreau would like to serve on the committee. Anne Loncar and Roger Bower are Park Commission members to serve on the committee. There will also be representation from SSAC.

Trustee Vallad asked if the committee has a reasonable number of members.

Supervisor Walls believes that the membership is adequate and feels there will be very little disagreement about the overall goal for the property. The property was restricted in how it can be used by the seller. Its primary purpose is natural resource preservation. It is the home of endangered species – the Powshiek Skipperling.

Treasurer Dubre asked about the intent of the motion to form the committee.

Clerk Moreau asked if there would be a specific number of representatives from the SSAC serving on the committee. She likes the idea of a seven-member committee, leaving one additional representative from the SSAC, with the understanding that she represents both the Township Board and SSAC.

Treasurer Dubre moved to establish a joint Township Board, Park Commission and SAC Committee for the Hartman property as outlined tonight and appointing two members of the Township Board, Laura Moreau and Collin Walls, appointing the Parks Manager, Sarah Richmond and the Natural Resource Manager, Mike Losey, along with two members of the Parks Commission, Anne Loncar and Roger Bower, along with preferably one member of SSAC to the committee to be determined by SSAC. Clerk Moreau supported the motion. Vote on the motion. Yes: Cooper, Dubre, Hensler, Hopper, Moreau, Vallad and Walls; No: none; absent: none. The motion carried by a 7 to 0 vote.



6. 2019 Township Insurance

Supervisor Walls reported that the quote used was for a 54,000 square foot Civic Center, when in actuality, the Civic Center is 31,000 square feet. The difference effects the quotes received. Two significant differences between this coverage and the one we had before is that Trident insures emergency vehicles at replacement cost regardless of their age, and Selective was going to charge for a separate policy for abuse and molestation for the range of \$3000-4000, which is covered in the Trident quote.

Supervisor Walls explained that, except for some possible reanalysis and potential increases in coverage, the quote of \$59,988 should stand. The library is in the process of inventorying and based on numbers, coverage may need to increase.

Treasurer Dubre asked when the adjustments will be received.

Supervisor Walls reported that it would be adjusted early in the policy year.

Treasurer Dubre asked how the budget was adjusted.

Supervisor Walls answered that the total is within a few dollars of what the Township is already paying.

- * **Trustee Vallad moved to approve the use of Trident Insurance for our 2019 insurance needs and to authorize the Supervisor to sign the application and make any necessary policy changes. Trustee Hopper supported the motion.**

Trustee Hensler asked if cost should be included in the motion.

Various Board members discussed how to amend the motion.

- * **Trustee Vallad amended his motion to read “to approve the use of Trident Insurance for our 2019 insurance needs and to authorize the Supervisor to sign the application and make any necessary policy changes. Final cost should not exceed \$68,000 if possible. Trustee Hopper supported the motion.**



Vote on the motion. Yes: Cooper, Dubre, Hensler, Hopper, Moreau, Vallad and Walls; No: none; absent: none. The motion carried by a 7 to 0 vote.

7. Safe Routes to School

Supervisor Walls explained that he was approached by Supervisor Kittle of Independence Township to see if Springfield Township would partner with Independence Township in a grant request for a “Safe Route to School” program covering the 9 elementary schools in the Clarkston school district. If approved, the \$1.9 million grant would be used for capital improvements up to \$200,000 per school and educational and soft improvements of up to \$8,000 per school. Springfield Township is asked to share \$3,600 per school for engineering costs. Clarkston Schools have approved the program.

Trustee Vallad asked for confirmation of costs and who would cover the balance of costs for the project.

Consensus was that Springfield would cover costs of approximately \$8,000.

Trustee Vallad continued that this sounds like a reasonable investment.

Trustee Hensler commented that it sounds like a great opportunity.

Clerk Moreau voiced her skeptical, but hopeful, opinion. She believes that the project is well worth the cost of investment, but recalls the last time a project like this was attempted.

Supervisor Walls commented that this is the same firm and individual who successfully obtained the grant for Orion Township.

- * **Supervisor Walls moved that Springfield Township agree to participate with Independence Township and Clarkston Area Schools in a “Safe Routes to School” grant application, assistance provided by Orchard, Hiltz and McCliment Engineers at a cost of \$7,200. Trustee Vallad supported the motion.**

Matt Strickland asked if there was any way to get Davisburg Elementary involved in this grant.



Supervisor Walls answered that it could not be included in this grant.

Clerk Moreau commented that she had referred to a previous failed effort involving Davisburg Elementary in safe walkways. She suggested that if this works for Clarkston Schools, maybe an effort for Holly Schools will be attempted in the future,

Vote on the motion. Yes: Cooper, Dubre, Hensler, Hopper, Moreau, Vallad and Walls; No: none; absent: none. The motion carried by a 7 to 0 vote.

8. Assessing Department – One-time Compensation

Supervisor Walls explained that the Assessor was gone in June and July due to surgery and the Assessor 1 took over all job responsibilities for the Assessor, as well as maintained her own responsibilities, and handled both jobs successfully.

Supervisor Walls moved to recognize the two-month effort of Assessor 1, Beth Sexton, with a one-time compensation in the amount of \$2,000. Treasurer Dubre supported the motion.

Treasurer Dubre commented that Beth did a fabulous job handling the June-July Board of Review.

Vote on the motion. Yes: Cooper, Dubre, Hensler, Hopper, Moreau, Vallad and Walls; No: none; absent: none. The motion carried by a 7 to 0 vote.

9. Set 2019 Salaries

Supervisor Walls commented that there is not anything present in the Board packet that was not discussed at the Budget Meeting with the exception of the full time Firefighter, which is explained in a memo from Chief Feichtner included in the Board Packet.

Trustee Vallad asked Chief Feichtner if his intent was a constant lump sum figure or a negotiable figure each year.

Chief Feichtner replied that his intent was to have a set rate bump happen four times for the entry level firefighter. Springfield rates are at the lower end of comparable



communities. Chief surmised that the four bumps would incentivize the new firefighter to stay in Springfield Township.

Clerk Moreau stated that she believes it is a reasonable progression.

Treasurer Dubre agreed.

Supervisor Walls did not agree. It is the first time there has ever been this type of wage increase in Springfield.

Trustee Cooper asked if it was a stepping stone position that would start at the same starting point for each new person brought in.

Chief Feichtner answered that every firefighter starts back at the beginning.

Clerk Moreau commented that a guideline should be determined to set the starting rate and rate increase of individuals entering and progressing through the department.

Supervisor Walls commented that the Board will be evaluating jobs and job descriptions at the beginning of next year. He also voiced his opposition to anyone getting paid for longevity.

Clerk Moreau moved the 2019 salaries for the non-elected staff for 2019 as presented including for the full-time firefighter the Chief recommendation of \$42,900 and the paid-call rates as presented on the salary chart, with a future adjustment subject to minimum wage adjustments when applicable. Also included are the addition of the additional holidays as requested to include Easter, Memorial Day, 4th of July, Labor Day, Thanksgiving and Christmas. Trustee Hensler supported the motion. Vote on the motion. Yes: Cooper, Dubre, Hensler, Hopper, Moreau, Vallad and Walls; No: none; absent: none. The motion carried by a 7 to 0 vote.

Trustee Hensler moved the 2019 elected official positions salaries as follows: Supervisor \$80,300, Clerk \$70,800, Treasurer \$70,800, Trustee \$2,900 and \$135/meeting. Trustee Hopper supported the motion. Vote on the motion. Yes: Cooper, Dubre, Hensler, Hopper, Moreau, Vallad and Walls; No: none; absent: none. The motion carried by a 7 to 0 vote.

Minutes of
BOARD OF TRUSTEES
REGULAR MEETING
December 13, 2018

SPRINGFIELD
CHARTER TOWNSHIP

Laura Moreau, Clerk



Public Comment:

none

Adjournment:

Hearing no other business, Supervisor Walls adjourned the meeting at 9:14pm.

Collin W. Walls, Supervisor

Laura Moreau, Clerk



**RESOLUTION
2018-24**

**RESOLUTION TO ADOPT THE NORTH OAKLAND HOUSEHOLD HAZARDOUS WASTE
CONSORTIUM AGREEMENT**

WHEREAS, the northern cities, villages, and townships in Oakland County are committed to protection of the natural environment and preventing toxic materials from entering our waterways and landfill resources; and

WHEREAS, the improper handling and disposal of toxic and poisonous household chemicals poses a health risk to our citizens; and

WHEREAS, recognizing there is a need to provide regular and easily accessible household hazardous waste collection services to North Oakland County residents; and

WHEREAS, collection events for household hazardous waste have become widely accepted as the best way to provide citizens with a safe method of disposal of these toxic and poisonous household chemicals, and for the communities to realize the economies of scale, and

WHEREAS, Oakland County, through its Waste Resource Management Division, has joined these northern Oakland County communities in creating the North Oakland Household Hazardous Waste Consortium (NO HAZ), and

WHEREAS, the NO HAZ Consortium has developed a household hazardous waste collection program, and

WHEREAS, a NO HAZ Interlocal Agreement has been drafted to address necessary legal, liability, and responsibility issues for both the County and the participating communities, and identifies Oakland County's role in administering and managing the NO HAZ program, and,

WHEREAS, the NO HAZ Interlocal agreement establishes a NO HAZ advisory board to assist and advise Oakland County in the development of the NO HAZ program.

NOW, THEREFORE, BE IT RESOLVED: That our community, Springfield Township, hereby approves the attached NO HAZ Interlocal Agreement and authorizes the Supervisor to sign the agreement and,

BE IT FURTHER RESOLVED: That we will charge residents \$10 to participate in NO HAZ events in 2019 and,

BE IT FURTHER RESOLVED: That we hereby appoint Jamie Dubre as our official representative to the NO HAZ Advisory Board, to work with the Oakland County Waste Resource Management Division as needed to plan the NO HAZ program for 2019.

Upon a call of the roll, the vote:

Yes: COOPER, DUBRE, HENSLER, HOPPER, MOREAU, VALLAD and WALLS
No: None
Absent: None

RESOLUTION DECLARED ADOPTED

I, Laura Moreau, the duly qualified and elected Clerk of Springfield Charter Township, Oakland County, Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted at a Regular Meeting of the Township Board of Trustees held on December 13, 2018 the original of which is on file in my office.



Laura Moreau, Clerk



RESOLUTION
2018-25

Resolution to adopt 2019 Property Tax Exemption Guidelines and Standards

WHEREAS, the adoption of guidelines for property tax exemption is required of the Township Board; and

WHEREAS, the principal residence of persons, who the Supervisor and Board of Review determines by reason of financial hardship to be unable to contribute to the public charge, is eligible for exemption in whole or in part from taxation under Public Act 390 of 1994 (MCL 211.7u); and

WHEREAS, pursuant to PA 390 of 1994, the Township of Springfield, Oakland County, adopts the following guidelines for the Board of Review to implement. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns filed for the immediately preceding year;

To be eligible, a person shall do all the following on an annual basis:

- 1) Be an owner of and occupy as a principal residence the property for which an exemption is requested.
- 2) File a claim with the Supervisor, Assessor or Board of Review, accompanied by the federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns filed in the immediately preceding year or in the current year.
- 3) File a claim reporting that the combined assets of all persons residing in the principal residence do not exceed the current guidelines. Assets include, but are not limited to, real estate other than the principal residence, personal property, motor vehicles, recreational vehicles and equipment, certificates of deposit, savings accounts, checking accounts, stocks, bonds, retirement funds, etc.
- 4) Produce a valid driver's license or other form of identification if requested.
- 5) Produce, if requested, a deed, land contract, or other evidence of ownership of the property for which an exemption is requested.
- 6) Meet the guidelines and standards adopted by the Springfield Township Board.
- 7) The application for an exemption shall be filed after January 1, but one day prior to the last day of the Board of Review. The filing of this claim constitutes an appearance before the Board of Review for the purpose of preserving the right to appeal to the Michigan Tax Tribunal.

NOW, THEREFORE, BE IT HEREBY RESOLVED that:

- 1) The applicant and ALL persons that reside in the household must have a combined annual income less than the amounts shown in Attachment A;
- 2) The applicant be an owner of and occupy as a principal residence the property for which an exemption is requested for a minimum of three (3) years, as of December 31, 2018;
- 3) The applicant shall not have ownership in any real property other than the principal residence subject to the application, unless, in the opinion of the Board of Review, the additional real estate is associated with and used in conjunction with the principal residence;
- 4) The applicant's total net assets (excluding the principal residence) shall not exceed \$125,000;
- 5) The Board of Review may generally attempt to reduce assessments so that the applicant pays no more than 5% of income in property tax. The Board of Review may consider any Homestead Property tax credit as part of the reduction in tax obligation in determining the 5% of income in property tax;
- 6) The Board of Review may use the following guidelines for determining proportional partial exemptions based upon the 5% of income for property tax guideline:

% Below Income Standard	% of Income to pay in taxes
5%	5%
10%	3.75%
15%	2.5%
20%	0%

- 7) Property Tax Exemptions are limited to a period of three years out of seven years, unless the applicant is age 62 or older or is prevented from gainful employment as a result of disability. Proof of disability, which may include a physician's statement, may be requested;
- 8) The Board of Review, Supervisor or Assessor may request verification of information submitted, statements made, and qualifications of the applicant. Failure to supply the verification requested may be grounds for the Board of Review to deny the exemption, and;
- 9) The Supervisor must concur with any exemption granted by the Board of Review.

AND, BE IT FURTHER RESOLVED that these are guidelines from which the Board of Review has the discretionary authority to deviate where the Board of Review and the Supervisor determines there are compelling reasons to support a deviation to **deny or approve** an exemption request and that said compelling reasons shall be recorded in the minutes of the Board of Review and communicated in writing to the applicant.

The foregoing resolution offered by Springfield Township Board Member Hopper and supported by Springfield Township Board Member Cooper.

Upon roll call vote, the following voted:

AYES: COOPER, DUBRE, HENSLER, HOPPER, MOREAU, VALLAD, and WALLS

NAYS: None

ABSTENTIONS: None

ABSENT: None

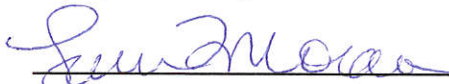
THE RESOLUTION WAS DECLARED ADOPTED.

STATE OF MICHIGAN)

)ss

COUNTY OF OAKLAND)

I, Laura Moreau, the duly qualified and elected Clerk of the Charter Township of Springfield, Oakland County, Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Township Board of Trustees held on December 13, 2018 the original of which is on file in my office.



Laura Moreau, Clerk

ATTACHMENT A

2019 PROPERTY TAX EXEMPTION GUIDELINES AND STANDARDS

The 2018 Very Low Income Limits established by the U.S. Department of Housing and Urban Development were used to establish these guidelines. For any applicant whose income is at least 20% below the following income levels, a total exemption from ad-valorem property taxes **MAY** be granted:

Family of 1	\$24,850 yearly	Family of 5	\$38,300 yearly
Family of 2	\$28,400 yearly	Family of 6	\$41,150 yearly
Family of 3	\$31,950 yearly	Family of 7	\$44,000 yearly
Family of 4	\$35,450 yearly	Family of 8	\$46,800 yearly
		Each addnl.	\$ 2,800 yearly



**RESOLUTION
2018-26**

**RESOLUTION TO ADOPT THE ANNUAL EXEMPTION OPTION AS SET FORTH IN 2011 PUBLIC ACT 152,
THE PUBLICLY FUNDED HEALTH INSURANCE CONTRIBUTION ACT**

WHEREAS, 2011 Public Act 152 (the "Act") was passed by the State Legislature and signed by the Governor on September 24, 2011;

WHEREAS, the Act contains three options for complying with the requirements of the Act;

WHEREAS, the three options are as follows:

- 1) Section 3 - "Hard Caps" Option - limits a public employer's total annual health care costs for employees based on coverage levels, as defined in the Act;
- 2) Section 4 - "80%/20%" Option - limits a public employer's share of total annual health care costs to not more than 80%. This option requires an annual majority vote of the governing body;
- 3) Section 8 - "Exemption" Option - a local unit of government, as defined in the Act, may exempt itself from the requirements of the Act by an annual 2/3 vote of the governing body;

WHEREAS, the Township Board of Springfield Charter Township has decided to adopt the annual Exemption option as its choice of compliance under the Act;

NOW, THEREFORE, BE IT RESOLVED the Township Board of Springfield Charter Township elects to comply with the requirements of 2011 Public Act 152, the Publicly Funded Health Insurance Contribution Act, by adopting the annual Exemption option for medical benefit plan coverage from January 1, 2019 through December 31, 2019.

Upon a call of the roll, the vote

Yes: COOPER, DUBRE, HENSLER, HOPPER, MOREAU, VALLAD and WALLS
No: None
Absent: None

RESOLUTION DECLARED ADOPTED

I, Laura Moreau, the duly qualified and elected Clerk of Springfield Charter Township, Oakland County, Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted at a Regular Meeting of the Township Board of Trustees held on December 13, 2018 the original of which is on file in my office.


Laura Moreau, Clerk



RESOLUTION
2018-27

CHARTER TOWNSHIP OF SPRINGFIELD RESOLUTION
FOR ROAD COMMISSION TO PROCEED WITH SAD ROAD IMPROVEMENTS
SAD No. 21018

RECITALS:

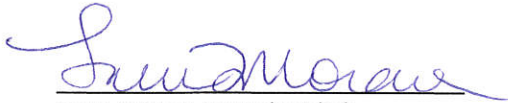
- A. Act 246 of the Public Acts of 1931, as amended (the "Act"), provides for a statutory procedure permitting public roads outside of the corporate limits of a city or village to be improved and the cost of the improvement to be assessed against the property benefited by the improvement.
- B. Enterprise Drive located within Holly Greens Industrial Parks No. 1 and 2 Subdivision in the Charter Township of Springfield is a public road under the jurisdiction of the Road Commission for Oakland County ("Road Commission").
- C. The identified road in Recital B is in need of resurfacing according to the Road Commission and property owner petitions submitted to the Road Commission.
- D. The Township understands that: (i) the 51% of road frontage standard for Road Commission acceptance of petitions under the Act has not been satisfied with respect to Enterprise Drive, and (ii) that the Road Commission will not undertake the project without including this road.
- E. Section 1(a) of the Act, MCL 41.271(a), provides for a Township Board Resolution as an alternate manner in which the Road Commission may be requested to review and proceed with a road improvement under the Act.

IT IS THEREFORE RESOLVED:

- 1. That the Township Board hereby makes application to the Road Commission for the resurfacing improvements of Enterprise Drive located within Holly Greens Industrial Parks No. 1 and 2 Subdivision in the Charter Township of Springfield.
- 2. That notwithstanding MCL 41.280, and as provided in MCL 41.281, this Resolution has been adopted conditioned on and subject to no portion of the cost of any improvement undertaken by the Road Commission in response to this Resolution, being assessed or apportioned against the Township at large.
- 3. That this Resolution has been adopted on and subject to the Road Commission waiving, and not asserting, claiming or otherwise attempting to collect, any costs and expenses from the Township under MCL 41.276 if the Road Commission does not undertake the road improvements applied for in this Resolution.

CERTIFICATION

I hereby certify that this is a true and correct copy of a Resolution adopted by the Charter Township of Springfield Board of Trustees on Thursday, December 13, 2018.



Laura Moreau, Township Clerk
Date: December 17, 2018

REGULAR MEETING**December 13, 2018**

Township of Springfield

Laura Moreau, Clerk

BILLS PRESENTED FOR PAYMENT:**GENERAL FUND**

Vendor	Invoice Line Desc	Amount
COLLIN WALLS-reimbursement	MILEAGE ALLOWANCE	\$ 25.44
VERIZON WIRELESS	MOBILE COMMUNICATIONS	\$ 81.84
MICHIGAN ASSESSORS ASSOCIATION	CONFERENCES-DUES-ETC	\$ 300.00
VERIZON WIRELESS	MOBILE COMMUNICATIONS	\$ 28.50
VERIZON WIRELESS	MOBILE COMMUNICATIONS	\$ 35.63
QUILL CORPORATION	OFFICE SUPPLIES	\$ 22.97
ADVANCED MARKETING PARTNERS	POSTAGE - TAX BILL EXP.	\$ 953.68
VERIZON WIRELESS	MOBILE COMMUNICATIONS	\$ 50.67
VERIZON WIRELESS	MOBILE COMMUNICATIONS	\$ 50.67
CCB TECHNOLOGY	COMPUTER LICENSE & SUPPORT	\$ 247.80
VERIZON WIRELESS	MOBILE COMMUNICATIONS	\$ 50.67
ECTO HR, INC	HR CONSULTANT	\$ 96.50
BLUE CARE NETWORK OF MICHIGAN	HOSPITALIZATION	\$ 12,966.85
KAREN BINASIO	HOSPITALIZATION	\$ 825.07
QUILL CORPORATION	OFFICE SUPPLIES	\$ 163.41
AMERICAN WATER	OPERATING SUPPLIES	\$ 27.50
PFM FINANCIAL ADVISORS, LLC	ACCOUNTING & AUDITING	\$ 1,000.00
AT&T	TELEPHONE	\$ 212.52
FIRST COMMUNICATIONS, LLC	TELEPHONE	\$ 671.70
A-C TIRE	REPAIRS & MAINTENANCE-TWP. TRUCKS	\$ 264.79
OAKLAND COUNTY	NO-HAZ EXPENSE	\$ 2,706.98
SELECTIVE INSURANCE COMPANY	INSURANCE & BOND	\$ 106.00
INNOVATIVE OFFICE TECHNOLOGY	REPAIRS & MAINTENANCE	\$ 372.47
GENERAL FUND	MISCELLANEOUS	\$ 366.51
LIGHTING SUPPLY CO.	MAINTENANCE SUPPLIES-CIVIC CENTER	\$ 36.73
WEINGARTZ	MAINTENANCE SUPPLIES-CIVIC CENTER	\$ 37.54
SCHINDLER ELEVATOR CORPORATION	CONSULTANTS/CONTRACT-CIVIC CTR.	\$ 488.08
MAURER'S TEXTILE RENTAL	CUSTODIAL SERVICES	\$ 65.56
COLLIN WALLS-reimbursement	MILEAGE ALLOWANCE-ORDINANCE OFFICER	\$ 26.88
VERIZON WIRELESS	MOBILE COMMUNICATIONS	\$ 31.17
HUBBELL, ROTH & CLARK	CONSULTING ENGINEERS	\$ 775.00
CONSUMERS ENERGY	STREET LIGHTING	\$ 24.22
DTE ENERGY	STREET LIGHTING	\$ 32.09
DTE ENERGY	STREET LIGHTING	\$ 2,385.82
WILLIAM NAGY	CONTRACTUAL SERVICES	\$ 825.00
VERIZON WIRELESS	MOBILE COMMUNICATIONS	\$ 50.67
VERIZON WIRELESS	MOBILE COMMUNICATIONS	\$ 336.88
DON'S ELECTRIC	CIVIC CENTER-CAPITAL OUTLAY	\$ 20,000.00
ADKISON, NEED, ALLEN & RENTROP, PLLC	ATTORNEY FEES	\$ 3,473.83
TOTAL		\$ 50,217.64

REGULAR MEETING**December 13, 2018**

Township of Springfield

Laura Moreau, Clerk

BILLS PRESENTED FOR PAYMENT: FIRE FUND

Vendor	Inv. Line Desc	Amount
CONSUMERS ENERGY	HEAT	\$ 322.50
ACE HARDWARE OF CLARKSTON	REPAIRS & MAINTENANCE	\$ 19.78
BILL'S PLUMBING & SEWER SERVICE	REPAIRS & MAINTENANCE	\$ 1,290.45
MAURER'S TEXTILE RENTAL	REPAIRS & MAINTENANCE	\$ 52.50
BLUE CARE NETWORK OF MICHIGAN	HOSPITALIZATION	\$ 1,665.17
ANDREW BERQUIST	UNIFORMS	\$ 100.69
NYE UNIFORM	UNIFORMS	\$ 141.13
NYE UNIFORM	UNIFORMS	\$ 129.99
NYE UNIFORM	UNIFORMS	\$ 141.03
NYE UNIFORM	UNIFORMS	\$ 89.52
NYE UNIFORM	UNIFORMS	\$ 84.45
NYE UNIFORM	UNIFORMS	\$ 68.50
NYE UNIFORM	UNIFORMS	\$ 205.50
ECTO HR, INC	NEW HIRE/PERSONNEL PROCESSING	\$ 52.00
ECTO HR, INC	NEW HIRE/PERSONNEL PROCESSING	\$ 26.00
OFFICE DEPOT - FIRE	OFFICE SUPPLIES	\$ 57.98
SUBURBAN OFFICE & JAN.SUPPLIES	OFFICE SUPPLIES	\$ 2.99
SUBURBAN OFFICE & JAN.SUPPLIES	OPERATING SUPPLIES	\$ 17.29
ZULTYS, INC	TELEPHONE & INTERNET	\$ 521.94
OAKLAND COUNTY-SHERIFF'S BILL	DISPATCH	\$ 2,486.75
OBM OFFICE SOLUTIONS	OFFICE REPAIR AND MAINTENANCE	\$ 98.00
DAVE FEICHTNER - PETTY CASH	MISCELLANEOUS	\$ 62.68
MATT STRICKLAND (REIMB)	MISCELLANEOUS	\$ 73.11
DIGICOM GLOBAL INC.	OTHER EQUIP PURCH-UNDER \$10,000	\$ 1,490.00
GCR TIRE CENTERS	TRUCK REPAIR AND MAINTENANCE	\$ 303.50
HOLLY AUTOMOTIVE SUPPLY INC	TRUCK REPAIR AND MAINTENANCE	\$ 45.36
R&R FIRE TRUCK REPAIR, INC	TRUCK REPAIR AND MAINTENANCE	\$ 1,024.38
FIRE TRADER	MISCELLANEOUS	\$ 300.00
MARK'S HOMES INC.	CAPITAL OUTLAY	\$ 24,029.48
MARK'S HOMES INC.	CAPITAL OUTLAY	\$ 2,800.28
TOTAL		\$ 37,702.95

BILLS PRESENTED FOR PAYMENT: POLICE FUND

Vendor	Inv. Line Desc	Amount
OAKLAND COUNTY-SHERIFF'S BILL	CONTRACTUAL SERVICES	\$ 138,679.08
VERIZON WIRELESS	PHONE	\$ 101.34
ADKISON, NEED, ALLEN & RENTROP PLLC	LEGAL FEES	\$ 2,080.00
TOTAL		\$ 140,860.42

BILLS PRESENTED FOR PAYMENT: CABLE FUND

Vendor	Inv. Line Desc	Amount
CHARTER TOWNSHIP OF INDEPENDENCE	CONSULTANTS/CONTRACTING	\$ 1,500.00
GENERAL FUND	OFFICE RENT	\$ 600.00
GENERAL FUND	SUPPORT SERVICES	\$ 2,300.00

REGULAR MEETING**December 13, 2018**Township of Springfield
COMCAST

MISCELLANEOUS

Laura Moreau, Clerk

	\$	19.44
TOTAL	\$	4,419.44

BILLS PRESENTED FOR PAYMENT: BUILDING FUND

Vendor	Inv. Line Desc	Amount
JEFF SHAFER	BUILDING INSPECTOR (CONTRACTUAL)	\$ 1,350.00
JEFF SPENCER	BUILDING INSPECTOR (CONTRACTUAL)	\$ 1,035.00
DOUG WEAVER	ELECTRICAL INSPECTOR(CONTRACTUAL)	\$ 1,300.00
RON SHELTON	ELECTRICAL INSPECTOR(CONTRACTUAL)	\$ 1,555.78
MERLE WEST	PLUMBING INSPECTOR (CONTRACTUAL)	\$ 1,330.23
MERLE WEST	MECHANICAL INSPECTOR (CONTRACTUAL)	\$ 1,376.05
GENERAL FUND	FACILITY RENT & UTILITIES	\$ 1,000.00
GENERAL FUND	RECEIPTING, ACCOUNTING & PAYROLL	\$ 1,500.00
TOTAL	\$	10,447.06

BILLS PRESENTED FOR PAYMENT: LAKE IMPROVEMENT FUND

Vendor	Invoice Line Desc	Amount
DTE - WAUMEGAH	CONTR. SERVICES-WAUMEGAH-WEED	\$ 2,688.00
TOTAL	\$	2,688.00

BILLS PRESENTED FOR PAYMENT: ELIZA LAKE FUND

Vendor	Invoice Line Desc	Amount
None		\$ -
TOTAL	\$	-

BILLS PRESENTED FOR PAYMENT: SOFTWATER LAKE FUND

Vendor	Invoice Line Desc	Amount
None		\$ -
TOTAL	\$	-

BILLS PRESENTED FOR PAYMENT: FIRE CAPITAL IMPROVEMENT FUND

Vendor	Invoice Line Desc	Amount
None		\$ -
TOTAL	\$	-

GRAND TOTAL	\$	246,335.51
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November Additional Disbursements
Invoice Entry Dates 11/06/2018-11/30/2018
For Approval at December 13, 2018

GENERAL FUND

Vendor	Inv. Line Desc	Chk Date	Amount
A & C BUILDERS HARDWARE	MAINTENENCE SUPPLIES-CIVIC CENTER	11/15/18	\$ 295.04
			<u>\$ 295.04</u>
ADKISON, NEED, ALLEN & RENTROP PLLC	ATTORNEY FEES	11/15/18	\$ 2,752.33
ADKISON, NEED, ALLEN & RENTROP PLLC	LEGAL FEES	11/15/18	\$ 1,032.50
			<u>\$ 3,784.83</u>
ADVANCED DISPOSAL	CONSULTANTS/CONTRACT-CIVIC CTR.	11/15/18	\$ 49.37
			<u>\$ 49.37</u>
ALL-N-ONE LAWN CARE	REPAIRS & MAINTENANCE	11/15/18	\$ 105.00
ALL-N-ONE LAWN CARE	REPAIRS & MAINTENANCE	11/15/18	\$ 810.00
ALL-N-ONE LAWN CARE	LAWN & GROUND KEEPING	11/15/18	\$ 190.00
			<u>\$ 1,105.00</u>
AT&T	TELEPHONE	11/15/18	\$ 213.37
			<u>\$ 213.37</u>
BS & A SOFTWARE	COMPUTER CONSULT/SUPPORT	11/15/18	\$ 1,494.00
BS & A SOFTWARE	COMPUTER LICENSE & SUPPORT	11/15/18	\$ 1,525.00
			<u>\$ 3,019.00</u>
CAROL ANN JONES-reimbursement	MILEAGE ALLOWANCE-ELECTIONS	11/15/18	\$ 15.26
			<u>\$ 15.26</u>
CHASE CARD SERVICES - PARKS	REPAIRS & MAINTENANCE	11/15/18	\$ 8.90
			<u>\$ 8.90</u>
CLARKSTON PAPER	MAINTENENCE SUPPLIES-CIVIC CENTER	11/15/18	\$ 70.66
			<u>\$ 70.66</u>
CNA SURETY	INSURANCE & BOND	11/15/18	\$ 471.50
			<u>\$ 471.50</u>
CONSUMERS ENERGY	HEAT	11/15/18	\$ 543.19
CONSUMERS ENERGY	STREET LIGHTING	11/15/18	\$ 23.74
			<u>\$ 566.93</u>
DTE ENERGY	STREET LIGHTING	11/15/18	\$ 2,361.27
			<u>\$ 2,361.27</u>
ECTO HR, INC	HR CONSULTANT	11/15/18	\$ 582.00
			<u>\$ 582.00</u>
FIRST COMMUNICATIONS, LLC	TELEPHONE	11/15/18	\$ 669.66
			<u>\$ 669.66</u>

November Additional Disbursements
Invoice Entry Dates 11/06/2018-11/30/2018
For Approval at December 13, 2018

INNOVATIVE OFFICE TECHNOLOGY	REPAIRS & MAINTENANCE	11/15/18	\$ 294.96
			<u>\$ 294.96</u>
MAURER'S TEXTILE RENTAL	CUSTODIAL SERVICES	11/15/18	\$ 323.74
			<u>\$ 323.74</u>
MCMI	REPAIRS	11/15/18	\$ 1,791.35
			<u>\$ 1,791.35</u>
OCAA	CONFERENCES-DUES-ETC	11/15/18	\$ 96.00
			<u>\$ 96.00</u>
STATE OF MICHIGAN	CONFERENCES-DUES-ETC	11/15/18	\$ 525.00
			<u>\$ 525.00</u>
TECHNOLOGY SOLUTIONS, LLC	PHONES-EQUIP & SUPPORT	11/15/18	\$ 427.41
			<u>\$ 427.41</u>
21ST CENTURY MEDIA - MICHIGAN	PRINTING & PUBLISHING	11/30/18	\$ 192.02
21ST CENTURY MEDIA - MICHIGAN	PRINTING & PUBLISHING	11/30/18	\$ 212.99
21ST CENTURY MEDIA - MICHIGAN	PRINTING & PUBLISHING-ZBA	11/30/18	\$ 58.49
			<u>\$ 463.50</u>
ABSOLUTE BUILDING MAINTENANCE	CUSTODIAL SERVICES	11/30/18	\$ 1,750.40
			<u>\$ 1,750.40</u>
AMERICAN WATER	OPERATING SUPPLIES	11/30/18	\$ 37.25
			<u>\$ 37.25</u>
ARBOR INSPECTION SERVICES, LLC	CONSULTANTS/CONTRACT-CIVIC CTR.	11/30/18	\$ 640.00
			<u>\$ 640.00</u>
BATTERIES + BULBS	MAINTENANCE SUPPLIES-CIVIC CENTER	11/30/18	\$ 49.76
			<u>\$ 49.76</u>
CANON SOLUTIONS AMERICA	REPAIRS & MAINTENANCE	11/30/18	\$ 72.07
			<u>\$ 72.07</u>
CARDMEMBER SERVICE	CONFERENCES-DUES-ETC	11/30/18	\$ 750.00
CARDMEMBER SERVICE	OFFICE SUPPLIES	11/30/18	\$ 627.03
CARDMEMBER SERVICE	EQUIP.& SUPPLIES	11/30/18	\$ 24.99
CARDMEMBER SERVICE	MTG & TRAINING EXPENSES	11/30/18	\$ 19.67
CARDMEMBER SERVICE	OFFICE SUPPLIES	11/30/18	\$ 55.98
CARDMEMBER SERVICE	CONFERENCES-DUES-ETC	11/30/18	\$ 60.08
CARDMEMBER SERVICE	OFFICE SUPPLIES	11/30/18	\$ 164.55
CARDMEMBER SERVICE	EDUCATION, CONFERENCE & DUES	11/30/18	\$ 49.00
CARDMEMBER SERVICE	COMPUTER LICENSE & SUPPORT	11/30/18	\$ 900.00

November Additional Disbursements
Invoice Entry Dates 11/06/2018-11/30/2018
For Approval at December 13, 2018

CARDMEMBER SERVICE	OFFICE SUPPLIES	11/30/18	\$	158.65
CARDMEMBER SERVICE	OPERATING SUPPLIES	11/30/18	\$	499.97
CARDMEMBER SERVICE	MISCELLANEOUS	11/30/18	\$	13.77
CARDMEMBER SERVICE	MAINTENANCE SUPPLIES-CIVIC CENTER	11/30/18	\$	117.65
			<u>\$</u>	<u>3,441.34</u>
CARDNO INC.	REPAIRS & MAINTENANCE	11/30/18	\$	270.85
CARDNO INC.	CONFERENCES-DUES-LICENSES-ETC	11/30/18	\$	10,286.25
			<u>\$</u>	<u>10,557.10</u>
CARDNO INC.	REPAIRS & MAINTENANCE	11/30/18	\$	10,000.00
			<u>\$</u>	<u>10,000.00</u>
CARLISLE/WORTMAN ASSOCIATES	PLANNER	11/30/18	\$	2,940.00
			<u>\$</u>	<u>2,940.00</u>
CHRISTINE MAIORANA	RECORDING SECY. SERVICES	11/30/18	\$	114.00
			<u>\$</u>	<u>114.00</u>
CLARKSTON PAPER	SNOW REMOVAL	11/30/18	\$	1,712.26
			<u>\$</u>	<u>1,712.26</u>
COFFEE BREAK, INC.	OPERATING SUPPLIES	11/30/18	\$	72.25
			<u>\$</u>	<u>72.25</u>
CONSUMERS ENERGY	REPAIRS & MAINTENANCE	11/30/18	\$	131.92
			<u>\$</u>	<u>131.92</u>
DTE ENERGY	REPAIRS & MAINTENANCE	11/30/18	\$	121.57
DTE ENERGY	ELECTRIC	11/30/18	\$	1,370.14
			<u>\$</u>	<u>1,491.71</u>
ERIN A. MATTICE	RECORDING SECY. SERVICES	11/30/18	\$	114.00
ERIN A. MATTICE	RECORDING SECY. SERVICES	11/30/18	\$	76.00
			<u>\$</u>	<u>190.00</u>
LIGHTING SUPPLY CO.	MAINTENANCE SUPPLIES-CIVIC CENTER	11/30/18	\$	171.62
			<u>\$</u>	<u>171.62</u>
OAKLAND COUNTY CLERKS ASSOC.	CONFERENCES-DUES-ETC	11/30/18	\$	140.00
			<u>\$</u>	<u>140.00</u>
PETTY CASH -JAMIE DUBRE	MILEAGE ALLOWANCE	11/30/18	\$	80.51
			<u>\$</u>	<u>80.51</u>
PRINTING SYSTEMS, INC	OFFICE SUPPLIES	11/30/18	\$	72.38
			<u>\$</u>	<u>72.38</u>

November Additional Disbursements
Invoice Entry Dates 11/06/2018-11/30/2018
For Approval at December 13, 2018

QUILL CORPORATION	OFFICE SUPPLIES	11/30/18	\$	4.42
QUILL CORPORATION	OFFICE SUPPLIES	11/30/18	\$	27.28
QUILL CORPORATION	OFFICE SUPPLIES	11/30/18	\$	43.52
QUILL CORPORATION	OFFICE SUPPLIES	11/30/18	\$	8.84
QUILL CORPORATION	OFFICE SUPPLIES	11/30/18	\$	169.40
			\$	<u>253.46</u>
SECURITY CENTRAL INC.	CONSULTANTS/CONTRACT-CIVIC CTR.	11/30/18	\$	57.60
			\$	<u>57.60</u>
STATE OF MICHIGAN	CONSULTANTS/CONTRACT-CIVIC CTR.	11/30/18	\$	142.16
			\$	<u>142.16</u>
STOUTENBURG PLUMBING	COMMUNITY DEV. EXPENSE	11/30/18	\$	2,850.00
			\$	<u>2,850.00</u>
TECHNOLOGY SOLUTIONS, LLC	COMPUTER SERVICE & MAINTENANCE	11/30/18	\$	100.00
			\$	<u>100.00</u>
UNUM LIFE INSURANCE	LIFE INSURANCE	11/30/18	\$	30.62
UNUM LIFE INSURANCE	DISABILITY INSURANCE	11/30/18	\$	77.19
UNUM LIFE INSURANCE	LIFE INSURANCE	11/30/18	\$	51.48
UNUM LIFE INSURANCE	DISABILITY INSURANCE	11/30/18	\$	91.87
UNUM LIFE INSURANCE	LIFE INSURANCE	11/30/18	\$	53.04
UNUM LIFE INSURANCE	DISABILITY INSURANCE	11/30/18	\$	95.88
UNUM LIFE INSURANCE	LIFE INSURANCE	11/30/18	\$	53.04
UNUM LIFE INSURANCE	DISABILITY INSURANCE	11/30/18	\$	95.88
UNUM LIFE INSURANCE	LIFE INSURANCE	11/30/18	\$	12.23
UNUM LIFE INSURANCE	DISABILITY INSURANCE	11/30/18	\$	19.55
UNUM LIFE INSURANCE	LIFE INSURANCE	11/30/18	\$	15.99
UNUM LIFE INSURANCE	DISABILITY INSURANCE	11/30/18	\$	25.75
UNUM LIFE INSURANCE	LIFE INSURANCE	11/30/18	\$	19.50
UNUM LIFE INSURANCE	DISABILITY INSURANCE	11/30/18	\$	31.19
			\$	<u>673.21</u>
UPCOTT'S	DIXIE HWY. IMPROVEMENT	11/30/18	\$	14,540.00
			\$	<u>14,540.00</u>
WEINGARTZ	SNOW REMOVAL	11/30/18	\$	29.99
			\$	<u>29.99</u>
TOTAL			\$	69,445.74

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FIRE FUND

Vendor	Inv. Line Desc	Chk Date	Amount
ALL-N-ONE LAWN CARE	REPAIRS & MAINTENANCE	11/15/18	\$ 370.00
			<u>\$ 370.00</u>
COMCAST	TELEPHONE & INTERNET	11/15/18	\$ 124.85
			<u>\$ 124.85</u>
ECTO HR, INC	NEW HIRE/PERSONNEL PROCESSING	11/15/18	\$ 52.00
			<u>\$ 52.00</u>
OAKLAND COUNTY-SHERIFF'S BILL	DISPATCH	11/15/18	\$ 2,486.75
			<u>\$ 2,486.75</u>
CARDMEMBER SERVICE	REPAIRS & MAINTENANCE	11/30/18	\$ 481.57
CARDMEMBER SERVICE	CONFERENCES-DUES-ETC	11/30/18	\$ 376.92
CARDMEMBER SERVICE	DUES & SUBSCRIPTIONS	11/30/18	\$ 125.00
CARDMEMBER SERVICE	OTHER EQUIP PURCH-UNDER \$10,000	11/30/18	\$ 463.04
CARDMEMBER SERVICE	GAS & OIL	11/30/18	\$ 106.39
CARDMEMBER SERVICE	CAPITAL OUTLAY	11/30/18	\$ 987.89
			<u>\$ 2,540.81</u>
CLARKSTON PAPER	REPAIRS & MAINTENANCE	11/30/18	\$ 764.40
			<u>\$ 764.40</u>
COMCAST	TELEPHONE & INTERNET	11/30/18	\$ 306.96
			<u>\$ 306.96</u>
COMCAST	TELEPHONE & INTERNET	11/30/18	\$ 124.85
			<u>\$ 124.85</u>
DIGICOM GLOBAL INC.	RADIO MAINTENANCE	11/30/18	\$ 99.00
			<u>\$ 99.00</u>
DTE ENERGY	ELECTRIC	11/30/18	\$ 546.17
DTE ENERGY	HEAT	11/30/18	\$ 713.10
			<u>\$ 1,259.27</u>
HOME DEPOT	REPAIRS & MAINTENANCE	11/30/18	\$ 26.32
			<u>\$ 26.32</u>
IMS ALLIANCE	UNIFORMS	11/30/18	\$ 186.25
			<u>\$ 186.25</u>
KERTON LUMBER CO	REPAIRS & MAINTENANCE	11/30/18	\$ 67.98
			<u>\$ 67.98</u>
MAURER'S TEXTILE RENTAL	REPAIRS & MAINTENANCE	11/30/18	\$ 52.50
			<u>\$ 52.50</u>

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MERCHANTS & MEDICAL	COURT/COLLECTION FEES	11/30/18	\$ 64.79
			<u>\$ 64.79</u>
MICHIGAN STATE FIREMEN'S ASSOC	DUES & SUBSCRIPTIONS	11/30/18	\$ 75.00
			<u>\$ 75.00</u>
NORTH OAKLAND COUNTY FIRE AUTH	TUITION AND TRAINING	11/30/18	\$ 3,200.00
			<u>\$ 3,200.00</u>
OFFICE DEPOT - FIRE	OFFICE SUPPLIES	11/30/18	\$ 5.29
OFFICE DEPOT - FIRE	OPERATING SUPPLIES	11/30/18	\$ 78.92
			<u>\$ 84.21</u>
PREMIER SAFETY	EQUIPMENT MAINTENANCE	11/30/18	\$ 195.00
			<u>\$ 195.00</u>
PRESSURE VESSEL TESTING	EQUIPMENT MAINTENANCE	11/30/18	\$ 400.00
			<u>\$ 400.00</u>
SPRINGFIELD URGENT CARE	MEDICAL-TESTING & SERVICES	11/30/18	\$ 3,172.50
SPRINGFIELD URGENT CARE	NEW HIRE/PERSONNEL PROCESSING	11/30/18	\$ 352.50
			<u>\$ 3,525.00</u>
SUBURBAN OFFICE & JAN.SUPPLIES	OPERATING SUPPLIES	11/30/18	\$ 60.98
			<u>\$ 60.98</u>
SZOTT FORD	TRUCK REPAIR AND MAINTENANCE	11/30/18	\$ 46.40
			<u>\$ 46.40</u>
UNUM LIFE INSURANCE	LIFE INS/PROVIDENT INS	11/30/18	\$ 88.14
UNUM LIFE INSURANCE	DISABILITY INSURANCE	11/30/18	\$ 170.32
			<u>\$ 258.46</u>
WEINGARTZ	REPAIRS & MAINTENANCE	11/30/18	\$ 19.50
			<u>\$ 19.50</u>
WEST SHORE FIRE, INC.	TRUCK REPAIR AND MAINTENANCE	11/30/18	\$ 78.18
			<u>\$ 78.18</u>
TOTAL			\$ 16,469.46

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POLICE FUND

Vendor	Inv. Line Desc	Chk Date	Amount
ADKISON, NEED, ALLEN & RENTROP PLLC	LEGAL FEES	11/15/18	\$ 1,768.00
			<u>\$ 1,768.00</u>
OAKLAND COUNTY-SHERIFF'S BILL	CONTRACTUAL SERVICES	11/15/18	\$ 138,138.48
			<u>\$ 138,138.48</u>
	TOTAL		\$ 139,906.48

CABLE FUND

Vendor	Inv. Line Desc	Chk Date	Amount
AVI SYSTEMS, INC.	CONSULTANTS/CONTRACTING	11/15/18	\$ 640.46
			<u>\$ 640.46</u>
COMCAST	MISCELLANEOUS	11/15/18	\$ 19.44
			<u>\$ 19.44</u>
CARDMEMBER SERVICE	OPER. SUPPLIES & EQUIP UNDER \$10,000	11/30/18	\$ 53.49
			<u>\$ 53.49</u>
COMCAST	MISCELLANEOUS	11/30/18	\$ 189.85
			<u>\$ 189.85</u>
	TOTAL		\$ 903.24

BUILDING FUND

Vendor	Inv. Line Desc	Chk Date	Amount
CARLISLE/WORTMAN ASSOCIATES	ADMINISTRATION & INSPECTIONS	11/30/18	\$ 2,500.00
CARLISLE/WORTMAN ASSOCIATES	PLAN REVIEW	11/30/18	\$ 5,386.60
			<u>\$ 7,886.60</u>
GENERAL FUND	DANGEROUS BLDGS & SPECIAL ADMIN	11/30/18	\$ 3,850.00
			<u>\$ 3,850.00</u>
	TOTAL		\$ 11,736.60

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LAKE IMPROVEMENT FUND

Vendor	Inv. Line Desc	Chk Date	Amount
ADKISON, NEED, ALLEN & RENTROP PLLC	CONTR. SERVICES-SUSIN LAKE	11/30/18	\$ 339.50
			<u>\$ 339.50</u>
RESTORATIVE LAKE SCIENCES	CONTR. SERVICES-WAUMEGAH-WEED	11/30/18	\$ 2,833.00
			<u>\$ 2,833.00</u>
STATE OF MICHIGAN - misc	CONTR. SERVICES-SUSIN LAKE	11/30/18	\$ 800.00
			<u>\$ 800.00</u>
TOTAL			\$ 3,972.50

SOFTWATER LAKE

Vendor	Inv. Line Desc	Chk Date	Amount
STATE OF MICHIGAN - misc	CONTR. SERV. -SOFTWATER LK. IMP.	11/30/18	\$ 400.00
			<u>\$ 400.00</u>
TOTAL			\$ 400.00

ELIZA LAKE

Vendor	Inv. Line Desc	Chk Date	Amount
None			\$ -
TOTAL			\$ -

CIVIC CENTER CAPITAL IMPROVEMENT DEBT FUND

Vendor	Inv. Line Desc	Chk Date	Amount
None			\$ -
TOTAL			\$ -

FIRE CAPITAL IMPROVEMENT DEBT FUND

Vendor	Inv. Line Desc	Chk Date	Amount
None			\$ -
TOTAL			\$ -

GRAND TOTAL **\$ 242,834.02**