

**TOWNSHIP BOARD  
REGULAR MEETING  
April 13th, 2023 | 7:30 P.M.**

**SPRINGFIELD**  
CHARTER TOWNSHIP



**INSTRUCTIONS FOR LIVE STREAMING**

*The option to participate remotely is no longer available. The meeting may still be live streamed using the following methods:*

Via telephone: Dial (929) 205-6099 or (312) 626-6799, enter ID 847 7007 5861 (press # for participant number)

Via computer <https://us02web.zoom.us/j/84770075861>

**SPECIAL ACCOMMODATIONS**

Persons with disabilities needing accommodations for effective participation in the meeting should contact the Township Clerk at 248-846-6510 in advance to request assistance.

**PUBLIC COMMENT**

Public Comment is the time for audience members to comment on items not on the agenda. This is not a question-answer period.

Please keep comments to no more than three minutes. Audience members will also be given the opportunity to comment on items that appear on the agenda after a motion is made and seconded, but before a vote is taken. Comments may be submitted in advance of the meeting to the Township Clerk at [clerk@springfield-twp.us](mailto:clerk@springfield-twp.us) or 248-846-6510.

**AGENDA**

**Call to Order**

**Pledge of Allegiance**

**Roll Call**

**Agenda Additions & Changes**

**Public Comment**

**Consent Agenda**

- a) Approve Minutes: Regular Meeting of March 9th, 2023
- b) Accept the March 2023 Treasurer's Report
- c) Receive March 2023 Monthly Reports: Building, Electrical, Plumbing, Mechanical, Ordinance, Fire, Police, Comp Time, IT, and Natural Resources
- d) Authorize payment of bills: March Additional Disbursements totaling \$90,273.32 and April 2023 Bills List totaling **\$186,693.97**
- e) Approve budget of up to \$700 each for Clerk's Assistant I Clerk's Assistant II attendance at MAMC Clerking 101 2-day bootcamp; and a budget of up to \$1,250.00 each for Clerk and Deputy Clerk attendance at MAMC Summer Conference.
- f) Authorize the Clerk's Office to submit the proposed project and scope to Oakland County for approval by the May 1<sup>st</sup>, 2023 deadline to be able to participate in 2023 West Nile Virus Prevention Program.
- g) Approve the waiver of all Building Department related fees for Township projects including Fire Station 1, Fire Station 2, and the Civic Center Standby Generator
- h) Approve 2023 dust control program with up to 5 RCOC applications on all public gravel roads and 4 applications by Big Barney's Dust Control for private roads and Township park drive for a total budget of \$96,078.56
- i) Authorize the It Administrator to attend the annual MI-GMIS Conference on September 10-13, 2023 at a cost not to exceed \$1,000.00 which includes a required membership fee for GMIS International
- j) Authorize the Facilities Manager to enter into a 3-year trash service agreement with Community Disposal Services for 2023-2026

**OLD BUSINESS**

1. Mill Pond Dam Project
  - a. Project Status Update
  - b. Amended Maintenance Agreement with Oakland County
  - c. Cost Participation Agreement for Tri-Party Program Road Funding
2. Civic Center Standby Generator

**NEW BUSINESS**

1. Fire Department Vehicles Replacement Request
2. Support Emergency Operation Plan
3. Sherwood/Patrick Special Assessment District
4. Amend Fee Schedule – Building Department Fees Update
5. Speed Limits on Gravel Roads – Discussion on Legislation and Community Outreach Efforts
6. IT Backup System and Security Report

**Public Comment**

**Adjourn**

Minutes of  
**BOARD OF TRUSTEES**  
**REGULAR MEETING**  
**March 9, 2023**



Sean R. Miller, Clerk



**Call to Order:** Supervisor Moreau called the March 9, 2023 Regular Meeting of the Springfield Township Board to order at 7:30 pm at the Springfield Township Civic Center.

**Pledge of Allegiance**

**Roll Call:**

**Board Members Present**

Laura Moreau	Township Supervisor
Sean Miller	Township Clerk
Jamie Dubre	Township Treasurer
Jason Pliska	Township Trustee
David Hopper	Township Trustee
Bill Whitley	Township Trustee

**Board Members Not Present**

Denny Vallad	Township Trustee
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**Others Present**

Hans Rentrop	Township Attorney
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**Agenda Additions & Changes:**

Clerk Miller requested that the communication referenced in Consent item h regarding the Joint Meeting with the Park Commission be removed and the communication from the Oakland County Treasurer's Office regarding their foreclosure prevention program be added.

**Public Comment:**

A resident raised concerns regarding recent home invasions in the township and asked the Board to consider banning commercial solicitation. The owner of the Old House Inn notified the Board that the restaurant would be closing April 30, 2023 and requested that the Township consider purchasing the structure.

**Consent Agenda:**

**Trustee Pliska moved to approve the Consent agenda as amended. Supported by Trustee Whitley. Vote on the motion. Yes: Dubre, Hopper, Miller, Moreau, Pliska, and Whitley; No: none; Absent: Vallad. The motion carried by a 6 to 0 vote.**

- a) Approve Minutes: Regular Meeting of February 9th, 2023
- b) Accept the February 2023 Treasurers Report

Minutes of  
**BOARD OF TRUSTEES**  
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- c) Receive February 2023 Monthly Reports: Building, Electrical, Plumbing, Mechanical, Ordinance, Fire, Police, Comp Time, IT, and Natural Resources
- d) Authorize payment of bills: February Additional Disbursements totaling \$407,122.46 and March 2023 Bills List totaling **\$58,167.94**
- e) Accept Corrected Amendment to Code of Ordinances Section 40-751 Signs.
- f) Authorize the Natural Resources Manager to hire two Natural Resources Crew members in 2023 contingent on acceptance of job offer, wage negotiations and onboarding processes.
- g) Authorize and Approve the Facilities Manager to enter into agreement for the 2023 Lawn Maintenance Season estimate #1069 with All n One Lawn Care Service and including Lot #15 for "As Needed at \$50.00 per cut".
- h) Receive Communications: Letter from Oakland County Treasurer's Office regarding foreclosure prevention program

**Old Business:**

- 1. Oakland County Sheriff's Substation Relocation
  - a. Waive All Building Department Fees

Supervisor Moreau explained that the Substation Relocation project has been under Board consideration since September, 2021. She noted that construction began on the substation on March 6. Even though this is the Township's project, they still pull a building permit and go through all the same inspections however, it does not make sense to charge Building Department fees to a contractor who will then charge the Township. The Board must approve any fee waivers and she is looking for the Board to approve waiving all the Building Department fees related to the Substation Relocation Project.

**Trustee Hopper moved to approve waiving all Building Department fees relative to the Substation Relocation Project. Supported by Trustee Whitley. Vote on the motion. Yes: Dubre, Hopper, Miller, Moreau, Pliska, and Whitley; No: none; Absent: Vallad. The motion carried by a 6 to 0 vote.**

- b. Approve Office Furniture Supplier

Supervisor Moreau stated that the contract awarded to L&R construction encompassed the construction of the interior sections of the substation, but not the furnishings. The lockers and video system were approved last month, however office furniture for the substation and the Parks and Recreation offices are still needed. She requested quotes in January from the two companies who have supplied Civic Center furniture in the past, Office Products Outlet and McMillen Business Interiors. The quote from Office Products Outlet is significantly less than the quote from McMillen Business Interiors. They already have a relationship with Office Products Outlet as they have furnished the Civic Center in recent years. Based on that relationship and their responsiveness, she is recommending that the Board accept the quote from Office Products Outlet.

Minutes of  
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Clerk Miller moved to accept the quote from Office Products Outlet dated February 9, 2023 to furnish the Lieutenant and Sergeant offices and further authorize to order other required office furnishings for the substation project from Office Products Outlet at a cost not to exceed \$24,900 to be paid from the Police Fund Capital Outlay. Supported by Trustee Hopper. Vote on the motion. Yes: Dubre, Hopper, Miller, Moreau, Pliska, and Whitley; No: none; Absent: Vallad. The motion carried by a 6 to 0 vote.

c. Approve Project Budget

Supervisor Moreau described a proposed budget that she is presenting to the Board for its approval. This budget includes the parking lot expansion, which has already been completed; the design, bid, and construction administration which has been substantially completed by AEW; lockers; cabinetry; furnishings; signage; etc. The construction bid was \$204,900 which was awarded, and she is requesting a \$15,000 contingency. They already know there will be some additional electrical and IT wiring costs. The total projected cost for the project is \$485,800. This number does not include the generator for which half will be charged to the Police Fund. The total proposed cost to the Police Fund, including the generator which likely will not occur until 2024, is approximately \$610,800. She explained that the Police Fund can support this expense and will leave a healthy fund balance in the Police Fund. It has been the Board's intention, going back decades, to have a fund balance that can support at least one year of operations should revenue cease.

Treasurer Dubre stated that she was comfortable with those numbers. She added that the Police Fund is entirely funded by millage so if revenue should cease it's because the voters did not renew the millage for police protection.

Supervisor Moreau stated that we are utilizing space we already have and these numbers are much lower than what they would be if we had to build a standalone building and pay for maintenance, utilities, etc.

Trustee Whitley asked why they are waiting until 2024 for the generator.

Supervisor Moreau answered that it's important to get the substation operating first so that they can review the electrical loads to determine what size generator is necessary and then to order the generator and have it delivered will probably take until about the Spring of 2024.

Trustee Whitley stated that there will likely be a substantial wait time before the generator is delivered.

Supervisor Moreau agreed and added that it's not that they won't start thinking about it until 2024, she's thinking 2024 would be when it gets installed.

Treasurer Dubre stated that there is still a big need for the generator.



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Trustee Whitley stated that they could probably estimate the substation load and he doubts that it will be a significant contributor, percentage wise, based on all the other loads in this building. He added that the lead time for these generators is significant, and he thinks the sooner they can put in the order, the better off they will be.

**Trustee Whitley moved to approve a budget for the substation relocation project of not to exceed \$486,000 and authorize the Supervisor to furnish and equip the substation and restored Parks & Recreation space per her proposal dated March 2, 2023 and all expenses allocated to the Police Fund Capital Outlay. Supported by Trustee Pliska. Vote on the motion. Yes: Dubre, Hopper, Miller, Moreau, Pliska, and Whitley; No: none; Absent: Vallad. The motion carried by a 6 to 0 vote.**

2. Fire Station 1 Renovation - Award Bids

Supervisor Moreau stated that this is another project that they have been working on for some time as part of the transition to Advanced Life Support. The final stage is to make some renovations to both Stations 1 and 2. They want to start with Station 1 because that is now being staffed 24/7. Since this project will be under \$25,000, the purchasing policy does not require sealed bids, so they can just request competitive quotes. She contacted the three companies that responded to the sealed bid process for the substation project and requested quotes. She received one quote from L&R Construction and she believes the quote from L&R is appropriate and she's very happy with the progress she has seen from them so far on the substation project.

Treasurer Dubre agreed and added that L&R has been doing a good job of keeping the jobsite for the substation project clean and tidy.

Clerk Miller commented that he thinks it would be a good idea to add a contingency while still keeping the price under \$25,000.

Trustee Hopper stated that he thinks that makes sense.

**Clerk Miller moved to accept the quote from L&R Construction Services of Davisburg, Michigan dated February 2, 2023 for the Fire Station 1 sleeping quarters in an amount not to exceed \$24,900 to be paid from the General Fund ARPA subfund. Supported by Trustee Hopper. Vote on the motion. Yes: Dubre, Hopper, Miller, Moreau, Pliska, and Whitley; No: none; Absent: Vallad. The motion carried by a 6 to 0 vote.**

**New Business:**

1. Code of Ordinance Fee Increase

Clerk Miller stated that in January he received an email from CivicPlus, who provides the codification of the Code of Ordinances, letting him know that they were going to be increasing their fees and proposing a new method of billing their clients. Currently the Township pays a per page

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fee of \$20 per page when a supplement is ordered plus several various other fees. What Civic Plus is proposing is a supplementation subscription service where the client pays one flat rate for the year regardless of the number of supplement pages are ordered. This new billing method would include an unlimited number of pages plus all the additional charges for a total of \$5,321.60. The average amount that the Township spent over the last three years is \$4,644. Clerk Miller added that the subscription plan can be canceled and they can go back to the per page plan but the price per page is going up 30% from \$20 per page to \$26 per page plus all the other fees. Billing will occur in June of each year and the subscription price is subject to increase annually by 5% or the consumer price index for urban customers plus 3%, whichever is greater. They do not know from year to year how many ordinance amendments there will be, but with the Master Plan update there will likely be several amendments so he thinks it makes sense, at least for the next couple of years, to go with the subscription plan.

Trustee Whitley asked if all the other fees will remain the same.

Clerk Miller responded that they will not. Online code hosting will go from \$800 to \$912, the administrative support fee will go from \$350 to \$399, and the OrdBank fee will go from \$200 to \$313.50.

Trustee Whitley stated that this appears to be a financially good decision and he supports moving forward with the subscription plan.

Treasurer Dubre agreed.

Supervisor also agrees but noted that should the Township decide to utilize the planning consultant's program, Clear Zoning, the zoning chapter would no longer be hosted by CivicPlus and at that point it would no longer make sense to pay the subscription fee.

**Trustee Hopper moved to authorize the Clerk to execute the Statement of Work with CivicPlus for the full-service annual supplementation subscription in the amount of \$5,321.60. Supported by Trustee Whitley. Vote on the motion. Yes: Dubre, Hopper, Miller, Moreau, Pliska, and Whitley; No: none; Absent: Vallad. The motion carried by a 6 to 0 vote.**

**PUBLIC COMMENT:** None

**Adjournment:**

Hearing no other business, Supervisor Moreau adjourned the Board meeting at 8:18 pm.

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Laura Moreau, Supervisor

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Sean R. Miller, Clerk

# Charter Township of Springfield

## Treasurer's Report March 31, 2023

	SAVINGS	CHECK ACCTS	MM & CD Totals	MBIA	COMERICA	CHASE CD	OXMM	HUNTINGTON BANK	STATE BANK	FIFTH THIRD BANK	FLAGSTAR	WATERFORD N.A.	PERSHING		
GENERAL	857,229.16	260.10	1,205,657.61	178,624.26	57,315.95	96,554.39	291,976.65	28,179.50	72,255.34	282,012.23	30,533.44	25,341.22	142,864.63	2,063,146.87	5,409,488.80 General Total
CC CAP	215,755.73		269,637.51			105,198.60			187.42			24,364.65	139,886.84	485,393.24	
ROAD			535,896.37	5,601.77		29,735.45			91,646.51	26,958.49		304,798.00	77,156.15	535,896.37	
PATHWAYS			264,282.32		66,007.44	96,640.89					41,080.67		60,553.32	264,282.32	
MILL POND DAM			309,264.94	54,825.71			179.89				152,967.14		101,292.20	309,264.94	
EMERGENCY RESERVE			655,260.72				164,181.28				126,538.59		364,540.85	655,260.72	
ARPA			1,096,244.34				1,096,244.34							1,096,244.34	
FIRE	1,233,239.64		1,019,530.17		32,038.61	18,217.91	207,745.85		3,961.13	45,345.47	603,809.56	39,740.99	68,670.65	2,252,769.81	3,216,572.32 Fire Total
BUILDING			80,221.45			27,459.00	5,943.62			20,147.93	10,297.29	16,373.61		80,221.45	
Equipment Replacement			466,760.06		102,272.85		64,709.96	11,181.12			88,549.20	68,367.09	131,679.84	466,760.06	
Vehicle Replacement			416,821.00				340,526.49						76,294.51	416,821.00	
Police	2,364,353.22		2,334,107.75		3,012.49	59,122.89	212,780.52	370,135.56	65,088.57	22,363.64	651,979.34	29,044.91	920,579.83	4,698,460.97	1,360,920.32 P&R Total
Cemetery	22,818.32		97,512.38				67,040.46					23,660.73	6,811.19	120,330.70	
Parks	430,072.92		701,221.00	76,817.51			149,365.99				291,049.36	13,222.77	170,765.37	1,131,293.92	
PARKS CARD SERVICES	229,626.40		0.00											229,626.40	
Stewardship	13,874.87		303,651.04				303,651.04							317,525.91	
Endowment			99,157.09				99,157.09							99,157.09	
Softwater Lk	32,812.09		5,089.40							5,089.40				37,901.49	
Big Lk	165,999.02		12,324.30				12,324.30							178,323.32	
Dixie Lk	101,220.64		0.00											101,220.64	
Susin Lk	68,971.95		7,659.92				7,659.92							76,631.87	
Waum Weed	71,637.36		54,880.98				54,880.98							126,518.34	
Eiza Lake	31,802.90		0.00											31,802.90	
Lake Totals	439,631.87	0.00	74,865.20	0.00	0.00	0.00	74,865.20	0.00	0.00	0.00	0.00	0.00	0.00	514,497.07	
Cable	111,508.96		704,860.50			55,122.10				100,719.73	255,101.11	26,690.34	267,227.22	816,369.46	

# Charter Township of Springfield

## Treasurer's Report March 31, 2023

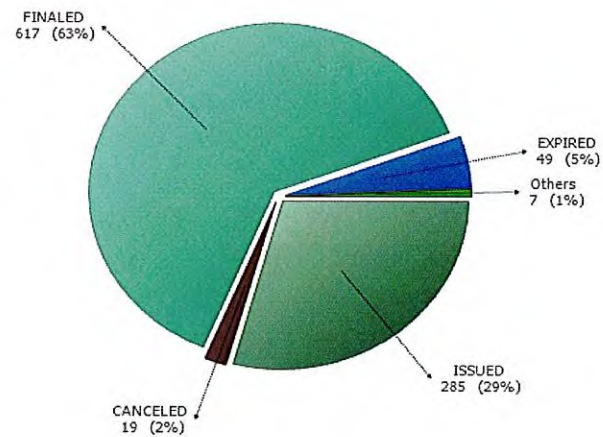
	SAVINGS	CHECK ACCTS	MM & CD Totals	MBIA	COMERICA	CHASE CD	OXMM	HUNTINGTON BANK	STATE BANK	FIFTH THIRD BANK	FLAGSTAR	WATERFORD N.A.	PERSHING		
Building	53,873.19		115,520.90				31,845.92						83,674.98	169,394.09	923,449.27 Library Total
Library	587,852.23		10,616.58				10,616.58							598,468.81	
LIBRARY RESERVE			324,980.46				96,744.21				33,737.42		194,498.83	324,980.46	
FIRE DEBT			1,387.66				1,004.66				383.00			1,387.66	
CAPITAL IMPRV PROGRAM DEBT			3,832.59				1,006.77				2,825.82			3,832.59	
Trust & Agency (GFN)	183,674.98		46,146.31				4,019.08				18,116.81	24,010.42		229,821.29	
AUTUMN SHORE SEPTIC			77,443.89								77,443.89			77,443.89	
FOUNTAIN HILLS SEPTIC			58,870.49								58,870.49			58,870.49	
STONEGATE SEPTIC			58,618.24								58,618.24			58,618.24	
KINGSTON POINTE SEPTIC	16,200.00		46,067.66								46,067.66			62,267.66	
HILLS OF KINGSTON SEPTIC			103,316.83								103,316.83			103,316.83	
SUNSET BLUFFS SEPTIC	20,000.00		15,619.90								15,619.90			35,619.90	
FOUNTAIN VILLAGE SEPTIC	32,400.00		31,461.64								31,461.64			63,861.64	
<b>T&amp;A TOTAL</b>	<b>252,274.98</b>		<b>437,544.96</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,019.08</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>409,515.46</b>	<b>24,010.42</b>	<b>0.00</b>	<b>689,819.94</b>	
FSA		9,164.38	0.00											9,164.38	
TAX	40,408.86		0.00											40,408.86	
Softwater Sewer	126,070.02		120,029.87				8,034.98		10,189.34	101,805.55				246,099.89	
G2G	0.00	52.00	0.00											52.00	
Improvement Revolving	76,217.48		133,983.24				31,942.79				102,040.45			210,200.72	215,559.24 Improvement Revolving Total
Sherwood Patrick	5,358.52		0.00											5,358.52	
<b>Totals</b>	<b>7,092,978.46</b>	<b>9,476.48</b>	<b>11,787,937.11</b>	<b>315,869.25</b>	<b>260,647.34</b>	<b>488,051.23</b>	<b>3,263,583.37</b>	<b>409,496.18</b>	<b>243,328.31</b>	<b>604,442.44</b>	<b>2,800,407.85</b>	<b>595,614.73</b>	<b>2,806,496.41</b>	<b>18,890,392.05</b>	
	SAVINGS	CHECK ACCTS	MM & CD Totals	MBIA	COMERICA	CHASE CD	OXMM	HUNTINGTON BANK	STATE BANK	FIFTH THIRD	FLAGSTAR	WATERFORD N.A.	PERSHING		

## 2023 Building Department Totals

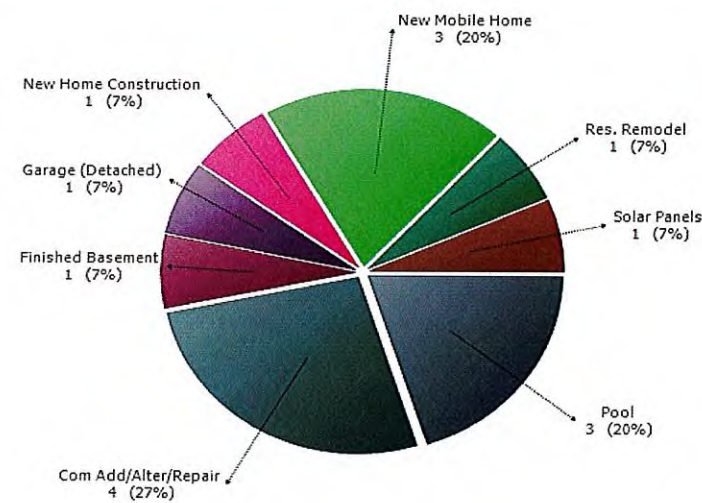
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
<b>Permits Issued</b>													
Building	19	8	16										43
Electrical	26	19	21										66
Mechanical	38	24	15										77
Plumbing	19	6	7										32
<b>Total</b>	<b>102</b>	<b>57</b>	<b>59</b>										<b>218</b>

<b>Permit Fees Collected</b>				
Plan Review	\$4,470	\$814	\$3,154	\$8,438
Building	\$13,199	\$4,464	\$9,750	\$27,413
Electrical	\$4,180	\$1,556	\$1,603	\$7,339
Mechanical	\$3,480	\$3,550	\$1,385	\$8,415
Plumbing	\$3,857	\$1,020	\$670	\$5,547
Registration	\$780	\$325	\$475	\$1,580
<b>Total</b>	<b>\$29,966</b>	<b>\$11,729</b>	<b>\$17,037</b>	<b>\$58,732</b>

**Permit Status**  
(issued within the last 365 days)



**Building Permit Categories**  
(issued in February)

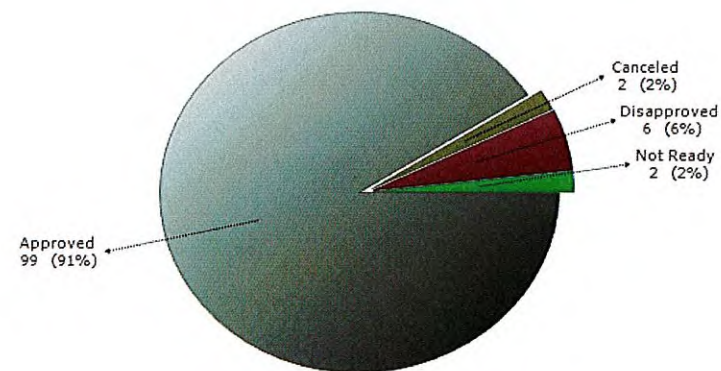




	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
<b>Inspections Completed</b>													
Building	78	37	44										159
Electrical	50	36	29										115
Mechanical	32	32	19										83
Plumbing	31	20	17										68
<b>Total</b>	191	125	109										425
<i>Reinspections</i>	13		6										19

<b>Inspector Pay Out</b>				
Building	\$0	\$0	\$0	\$0
Electrical	\$2,702	\$1,836	\$1,170	\$5,707
Mechanical	\$1,550	\$1,653	\$938	\$4,141
Plumbing	\$1,455	\$960	\$615	\$3,030
<b>Total</b>	\$5,706	\$4,449	\$2,723	\$12,878

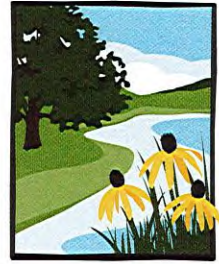
Inspection Results  
(completed in March)





# SPRINGFIELD

## CHARTER TOWNSHIP



CHARTER TOWNSHIP OF SPRINGFIELD

CODE ENFORCEMENT REPORT

3/01/2023---3/23/2023

LETTERS POSTED/MAILED: 1

SIGNS REMOVED: 11

CASES RESOLVED: 3

DAYS WORKED: 11

HOURS WORKED: 66

CODE ENFORCEMENT OFFICER: RAY L'ESPERANCE

<- Totals

Ordinance Report 3/1/23 - 3/31/23 L'Esperance

Number	Category	Complaint	Opened	Closed	Address
EN220088	BUILDING CODE	10/25/22 I OBSERVED A MASONRY WALL EXCEEDING 3 FT. IN HGT. IN VIOL. OF TWP.ORD. THE CONTRACTOR HAD APPLIED FOR A VARIANCE ON THE WALL/FENCE ON 4/9/22 WHICH WAS DENIED BY THE ZONING BOARD OF APPEALS. I MEASURED THE CONCRETE BLOCKS DETERMINING THEM TO BE A STANDARD 8'X16'. THE PILLARS HAVE BEEN BUILT STACKING 7 BLOCKS APPROX. 56" HGT. CURRENTLY THE TALLEST PORTION OF THE FENCE BETWEEN THE PILLARS UTILIZES 6 BLOCKS APPROX. 48" HGT. THE FENCE IS CURRENTLY APPROX 2/3RD'S COMPLETED. I CONTACTED THE CONTRACTOR ON 10/26/22 AT APPROX. 1100 HRS. AND ADVISED HIM THAT HE WAS IN VIOL. HE STATED THAT HE WOULD BE ELEVATING THE CURRENT GRADE TO BURY APPROX. 2 BLOCKS STATING IT WOULD BRING THE FENCE IN TO COMPLIANCE. I ADVISED HIM THAT IT WAS MY BELIEF THAT THE HGT. IS DETERMINED F/THE ORIG. GRADE. THE CONTRACTOR STATED HE HAD PREVIOUSLY DISCUSSED THIS WITH THE ZONING BOARD OF APPEALS AND FURTHER STATED HE WOULD CONTACT SUP. MOREAU FOR CLARIFICATION ON THE ISSUE. PHOTOS TAKEN ON 10/25/22.	10/27/2022		8225 WAUMEGAH
EN220092	COMPLAINT	11/1/22 COMP. REC. REF. UNLIC. VEH'S AND BLIGHT. ON 11/3/22 I INSP. PROP. OBSERVING 2 P.U. TRUCKS, 2 ENCLOSED TRLRS, AND A CAMPER IN FRT. OF THE RESIDENCE. THE CAMPER IS PARKED PARALLEL TO THE WEST PROP. TWO VEH'S WERE OBSERVED IN THE REAR YARD INCLUDING A FORD RANGER P.U. NEXT TO THE PROPANE TANK, A BLACK SEDAN NEXT TO THE BARN. THE PROP. IS POSTED W/NO TRESSPASSING SIGNS. 11/10/22 SPOKE W/COMPLAINANT WHO WISHES TO MEET IN PERSON ON OR AROUND 12/6/22. WILL HOLD OFF UNTIL THEN. 12/7/2022 EMAIL REC. F/COMPLAINANT. 12/8/22 LETTER A MAILED TO HOMEOWNER. 1/17/23 PROP. INSP. OBSERVED SOME PROGRESS MADE. 3/9/23 PROP. INSPECTED FROM DRIVEWAY AT ROAD. THE BLIGHT ISSUE HAS BEEN REDUCED TO AN ACCEPTABLE LEVEL. THE OWNER APPEARS TO BE A SCRAPPER WITH ITEMS COMING AND GOING.	11/07/2022	03/14/2023	10770 RATTALEE LAKE RD

EN230006	BLIGHT	1/19/23 COMP. REC. F/NEIGHOR REF. BLIGHT ON PROPERTY WITH TIRES AND SCRAP METAL CROSSING OVER THE PROPERTY LINE. 1/19/23 AT APPROOX. 0950 HRS I INSP. PROPERTY FINDING A SERIOUS BLIGHT SITUATION ON PROP. OWNER APPEARS TO BE RUNNING A SCRAP METAL OPERATION IN ADDITION TO THE STORAGE OF APPROX. 50 TIRES, 20 PLASTIC DRUMS, METAL DRUMS, GARBAGE CANS, TRAFFIC CONES. IN ADDITION I OBSERVED SEVERAL INOPERABLE VEH'S ON PROP. I ATTEMPTED TO CONTACT OWNER AT RES. W/NEG. RESULTS. PHOTOS TAKEN, LETTER A MAILED. 1/24/23 SPOKE W/P. OWNER'S SON AT RESIDENCE. HE WILL WORK TO RESOLVE ISSUES. 2/14/23 MET W/OWNERS - PROGRESS MADE -WILL RECHECK IN 2 WEEKS.	01/19/2023		7320 MEADOW LN
EN230012	ILL SIGNS	2/21/23 SPOKE W/STORE OWNER REF. TEMPORARY SIGNS/BANNERS PLACED ON STOREFRONT INDICATING THE STORE IS CLOSING. UPON PROVIDING THE OWNER WITH AN APPLICATION FOR TEMPORARY SIGNS, HE STATED THEY WILL BE REMOVED BY THE END OF THE WEEK. PHOTOS TAKEN. 3/2/23 CONF. TEMP. SIGNS REMOVED.	02/21/2023	03/02/2023	8774 DIXIE HWY
EN230015	BLIGHT	3/9/23 FOP 2 MATTRESSES AND BOXSPRINGS, A FUTON FRAME AND MATTRESS AND 2 SOFAS IN FRONT OF RES. AT ROAD. SPOKE W/TENANT WHO STATED SHE WOULD ARRANGE P.U. I REC. A PHONE CALL SAME DATE ADVISING THAT P.U. HAS BEEN ARRANGED FOR FRIDAY 3/10/23. PROP. INSP. ON 3/14/23 CONFIRMED ITEMS REMOVED.	03/09/2023	03/14/2023	9067 LAKESHORE DR
EN230016	COMPLAINT	COMP.REC. ON 3/9/23 STATING THERE IS AN INOPERABLE AND UNLICENSED DUMP TRUCK PARKED BEHIND THE BLDG. ON 3/9/23 I SPOKE W/EMPLOYEE AT BUS. WHO ADVISED THAT THE TRUCK WILL BE TAKEN BACK TO THE OWNERS PROPERTY SOON. THE REG. PLATE ON THE TRUCK: BD13021 HAS AN EXPIRED TAB AS OF SEP. 2022. MY BUS. CARD WAS LEFT W/EMPLOYEE WITH A REQUEST THAT THE OWNER CONTACT ME.	03/14/2023		589 BROADWAY RD

EN230017 ILL SIGNS

3/22/23 SPOKE W/OWNER OF BUS. ABOUT SIGNAGE ON WINDOWS. I PROVIDED OWNER WITH A COPY OF THE ORD. AND EXPLAINED THE LIMITATION OF COVERAGE TO BE 25% OF TOTAL WINDOW AREA. OWNER IS CURRENTLY OVER AND STATED SHE WILL REDUCE SIGNAGE TO BELOW 25%. 3/23/23 CONF. WINDOW SIGNS BELOW 25%

03/22/2023 03/23/2023 643 BROADWAY



CHARTER TOWNSHIP OF SPRINGFIELD  
CODE ENFORCEMENT REPORT

March 1, 2023 - - - March 31, 2023

Letters Sent: 3

Citations Issued: 0

Court Appointments: 1

Signs Picked UP: 18

Cases Resolved: 2

Open Cases: 4

Greg Kazmierki, Code Enforcement Officer

A handwritten signature in black ink, appearing to be 'GK', written over a horizontal line.

[<- Totals](#)

Ordinance Report 3/1/23 - 3/31/23 Kazmierski

Number	Category	Complaint	Opened	Closed	Address
EN220081	BLIGHT	<p>September 9, 2022 Tires, trash, mower, cinder blocks, and pickup truck with rear end up on jack stands. Sending a ten day correction letter regarding blight, and vehicle repair or removal. GFK</p> <p>September 26, 2022 truck still on jack stands, mowing equipment and miscellaneous items remain in front of the garage. Sending a seven day enforcement letter. gfk</p> <p>September 27, 2022 Owner requested an addiitional seven days. gfk</p> <p>October 4, 2022 No change. Told other enforcement officer that he was trying to get a dumpster and that he would start cleanup. gfk</p> <p>October 19, 2022 No change. Writing a Citation. gfk</p> <p>December 7, 2022 Zoom court date of December 14, 2022. gfk</p> <p>January 9, 2022 Zoom court date moved to January 25, 2023.</p> <p>January 25, 2022 Zoom Court. Some violations removed, some new violations. New court date of February 22, 2023 to review progress. GFK</p>	09/13/2022		11080 ANDERSONVILLE



[<- Totals](#)

Ordinance Report 3/1/23 - 3/31/23 Kazmierski

Number	Category	Complaint	Opened	Closed	Address
EN220093	BLIGHT	<p>November 10, 2022 Truck frame on a trailer, and an accumulation of junk, all in front of the house. Sending a ten day correction letter. gfk</p> <p>November 17, 2022 owner called. He was out of town, will remedy vehicle frame on trailer and junk in front of the house. gfk</p> <p>November 30, 2022 Owner left phone message, working out of town, should be able to ge items corrected this week, check Monday December 5, 2022</p> <p>December 5, 2020 No change. Six unlicensed, probably inoperable, vehicles stored in front of the property. Vehicle frame on trailer stored in front of the property. Notifying owner by phone of intent to go to court. Writing a citation. GFK</p> <p>December 6, 2022 Met with the owner who says that he will remedy all quickly. I am proceeding with court unless all is corrected. gfk</p> <p>February 1, 2023 All vehicles operational and with current license plates. All itmes in front of garage door removed. Case resolved.</p>	11/10/2022	03/01/2023	9963 WALNUT
EN230003	UNLICENSED VEHICLES	<p>January 5, 2023 I met with Cora and Juro Smilkovich (brother and sister) regarding five vehicles in front of the property that are either unlicensed and/or are inoperable, I explained that Springfield Township Code mandates that all vehicles must be licensed and operable. We negotiated a 30 day period (using February 5, 2023 for that date), during which that must be accomplished, or the vehicles must be removed. GFK</p>	01/06/2023	03/01/2023	7700 DILLEY RD

EN230013	BLIGHT	<p>February 27, 2023 Large amount of miscellaneous items stored on the south side of the house/in front of the attached garage, and on the front porch. Spoke to owner who said that he would remove. Sent enforcement letter. GFK</p> <p>March 3, 2023 Observed owner loading back of pickup. Making progress,. GFK</p> <p>March 13, 2023 Visited site, no change, took photos from the car, owner came out and complained about boats at neighborhood homes. Argumentative. Not going to remove any items on south side of the house. He said that he does not want me on his property. I informed him that my recourse then was to refer the issue to the court. GFK</p> <p>March 13, 2023 Owner called and requested copy of the ordinance, siince all previous contact has been verbal. I tried to call him, but call went to voicemail. Sending copy of code provisions on Tuesday. (Letter previously sent on February 27, 2023) GFK</p>	02/27/2023	10061 KING RD
EN230014	BLIGHT	<p>April 2, 2023 Again, large amount of junk, vehicle, trailer, brush range/oven stored outside of privacy fence at the back of the property and alongside Big Lake Road. Sending a strong ten day correction letter. GFK</p>	03/03/2023	11388 EMBER
EN230019	ACTIVE FILE	<p>March 29, 2023 Stopped at their office to report American flag in terrible condition. They said that the line that raises and lowers the flag was jammed, but they would repair it. gfk</p> <p>April 3, 2023 New flag. Case resolved. gfk</p>	03/29/2023 04/03/2023	4750 CLAWSOI



## Springfield Township Fire Department Monthly Report March 2023

### Operations

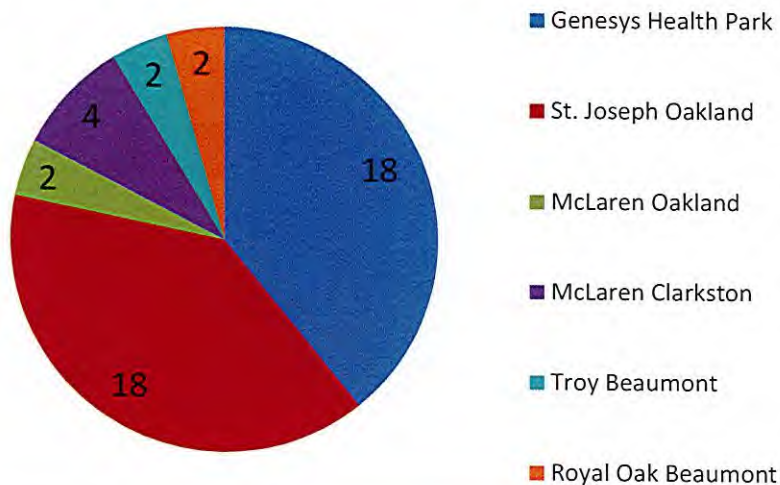
Incidents	March 2023	YTD	March 2022	YTD
Medicals	63	200	67	202
Fires	2	6	1	4
MVA	7	42	4	23
False Alarms	3	14	1	11
Other	22	57	25	61
<b>Total</b>	<b>97</b>	<b>319</b>	<b>98</b>	<b>301</b>

Current month:

46 Transports (2 Groveland and 44 STFD) 38 ALS and 8 BLS.

3 mutual aids (1 given to NOCFA, 1 to Highland, and 1 to Independence)

### Destination Hospitals for Patients



### Incidents by district:

### Incidents per shift:

Station # 1:	20	Shift 1 (6a-6p):	54
Station # 2:	69	Shift 2 (6p-6a):	43
Station # 3:	8		

### Incidents of Significance

- a) Incident 23-256: Mutual Aid to Independence for a house fire
- b) Incident 23-0289: Mutual Aid to Highland for medical standby
- c) Incident 23-0313: Mutual Aid to NOCFA for a house fire

### Administration

#### General/Recruitment/Retention

- a) The new County radio system will now not be going live until the second half of 2023 and possibly 2024. We will need to purchase at least ten (10) additional portable radios in mid-2023. The County will be issuing portable radios (handhelds) in the coming months and holding off on the mobiles (truck radios).
- b) EMS billing continues with Star EMS and we receive reimbursement regularly.
- c) We will be presenting quotes to go to the Board for two (2) new ambulances and a new chief's vehicle per the apparatus replacement plan. The ambulances are projected to take a minimum of 30 months. The chief's vehicle is expected to take at least 12 months. Prices have gone up about 36% unexpectedly for both manufacturers and vendors.
- d) Our annual awards banquet was held on March 18<sup>th</sup>.

#### Buildings/Grounds/Maintenance

- a) Repairs and maintenance include some monthly preventative maintenance at each station and several small repairs performed by Jerry David and his team.
- b) We have signed a maintenance agreement for the apparatus bay doors with Oxford Door to come out twice a year and conduct preventative maintenance on the doors in order to avoid expensive repairs.

#### Apparatus/Equipment

- a) The front tires were replaced on Medic 2.
- b) The required annual ladder testing was completed.
- c) Small carburetor was replaced on the snow blower at Station 1.
- d) One of the air packs was taken in for repair for an air leak.
- e) The brush fire skid was put back in Brush 2 for the summer.
- f) An electrical problem was completed by R&R Fire Truck Repair on Engine 2.

#### Training

- a) March 6: Fire Training – Electrical vehicle response training.
- b) March 20: Fire Training – HR training.
- c) Five (5) members are enrolled in paramedic school at Genesys. One (1) of them took a leave of absence from the program.
- d) One (1) member is currently in the process for paramedic testing.

### Awards/Kudos

- a) Thank you to everyone who continues to help with the instruction of the Firefighter 1 and 2 recruit classes.

### Miscellaneous

- a) We continue to actively managing our SAFER grant which covers staffing and associated costs.
- b) We re-submitted a renewal for our current SAFER grant that expires this December. We will know if we were awarded the grant later this year.
- c) We are awaiting the closeout module for the regional FEMA COVID grant for PPE-respirators with eighteen (18) other departments.

### **Fire Prevention/Community Fire and Life Safety**

- a) On March 24<sup>th</sup>, a statewide tornado drill was completed.
- b) Our tornado sirens all passed their latest test with the County.
- c) Eight (8) fire preventions inspections were conducted.

Respectfully submitted,  
J. David Feichtner, Fire Chief  
April 4, 2023

COUNTY OF OAKLAND  
**OFFICE OF THE SHERIFF**

**MICHAEL J. BOUCHARD**



**Springfield Township Substation**

**To:** Springfield Township Board  
**From:** Lt. M. Baldes – Substation Commander  
**Date:** 04/04/2023  
**Re:** Substation Report for March 2023

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The following is a summary of the activities of the Oakland County Sheriff's Office Springfield Township Substation for March 2023:

**Detective Bureau**

**D/Sgt. Charles Yon**

Court Appearances: 8  
Court Appearances – YTD: 20  
New Cases: 14  
Total Cases Closed: 16  
Total Cases Closed – YTD: 47  
Warrants Sent to Prosecutors Office: 8  
CPS Referrals: 4  
CPS Referrals – YTD: 4



COUNTY OF OAKLAND  
**OFFICE OF THE SHERIFF**

MICHAEL J. BOUCHARD



Road Patrol

**CALLS FOR SERVICE:**

Total Dispatched Calls: 1,197  
Total Dispatched Calls – YTD: 3,242

**Violations (to include criminal appearance violations and traffic warning tickets)**

Monthly Violations: 145  
Violations – YTD: 391

**\*\*Monthly Stat Reports Attached – To include tickets, monthly summary of offenses and top 20 offenses.**

DB  
Cc: Township Board

# Monthly Violation Summary

March 2023

**CLEMIS**

**CITATIONS**

**Search Criteria:**

Month :	March
Year :	2023
Citation Type:	Both
Violation Type:	Includes All
Range One:	00:00 - 07:59
Range Two:	08:00 - 15:59
Range Three:	16:00 - 23:59
Group By Violation Alias:	Yes
Division(s):	Springfield
Include Court Approved Only?	No
Count Secondary Officer's Violation?	No
Report ID:	340909
Saved:	No
Run By:	BALDES, MATTHEW

# Monthly Violation Summary

## March 2023

Violation Description	Count	Percentage	Accident	TIME RANGE			YTD
				One	Two	Three	
<b>**ALL OTHERS**</b>							
VIOLATION OF GRADUATED LICENSE - LEVEL 2 \$110	1	100 %	0	1	0	0	1
<b>Total   **ALL OTHERS**</b>	<b>1</b>	<b>0.69 %</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>
<b>APPEARANCE</b>							
304 - Assault and Battery	0	0 %	0	0	0	0	1
<b>Total   APPEARANCE</b>	<b>0</b>	<b>0 %</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>
<b>DEFFECTIVE EQUIPMENT</b>							
233 - Lights	9	100 %	0	3	2	4	21
<b>Total   DEFFECTIVE EQUIPMENT</b>	<b>9</b>	<b>6.21 %</b>	<b>0</b>	<b>3</b>	<b>2</b>	<b>4</b>	<b>21</b>
<b>MOVING</b>							
009 - Speeding 21+ over	3	4.23 %	0	0	1	2	10
010 - Speeding 01-05 Over	22	30.99 %	0	1	15	6	50
011 - Speeding 06-10 Over	4	5.63 %	0	1	1	2	5
012 - Speeding 11-15 Over	18	25.35 %	0	7	2	9	33
013 - Speeding 16-20 Over	4	5.63 %	0	1	0	3	16
014 - Basic Speed	1	1.41 %	0	1	0	0	6
015 - Failed to Stop in Assured Clear Distance	4	5.63 %	3	1	1	2	15
016 - Fail to Use Due Care & Caution	0	0 %	0	0	0	0	11
050 - Careless Driving	1	1.41 %	0	1	0	0	1
060 - Traffic Signal	4	5.63 %	0	1	0	3	11
070 - Stop Sign	7	9.86 %	0	1	1	5	20
080 - Fail to Stop for School Bus	2	2.82 %	0	1	1	0	4
090 - Failed to Yield	0	0 %	0	0	0	0	2
091 - Failed to Yield Left Turn	0	0 %	0	0	0	0	2
110 - Lane Usage	0	0 %	0	0	0	0	2
130 - Left Turn	0	0 %	0	0	0	0	1
133 - Operate Veh After Dark w/o Use Headlights	1	1.41 %	0	0	0	1	3
182 - Failed to Signal Turn	0	0 %	0	0	0	0	3
<b>Total   MOVING</b>	<b>71</b>	<b>48.97 %</b>	<b>3</b>	<b>16</b>	<b>22</b>	<b>33</b>	<b>195</b>
<b>NON MOVING</b>							
189 - No Ops - Never Applied/Fail to Obtain MI Ops	0	0 %	0	0	0	0	1
190 - No Operator's License in Possession	1	1.56 %	0	0	1	0	2

# Monthly Violation Summary

## March 2023

Violation Description	Count	Percentage	Accident	TIME RANGE			YTD
				One	Two	Three	
191 - Suspended/Restricted/Denied Ops	0	0 %	0	0	0	0	8
192 - Fail to Change Address on Ops/Reg	2	3.12 %	2	0	2	0	3
193 - Expired Operator's License	0	0 %	0	0	0	0	1
200 - No Proof of Vehicle Registration	6	9.38 %	0	0	3	3	18
201 - Expired Plate	9	14.06 %	0	3	2	4	32
202 - Improper Plates	0	0 %	0	0	0	0	1
204 - Impeding Traffic	25	39.06 %	2	3	12	10	68
210 - Other Non-Moving	3	4.69 %	2	0	0	3	4
211 - No Proof of Insurance	18	28.12 %	3	3	0	15	42
212 - Open Intox in Motor Vehicle/Citation	0	0 %	0	0	0	0	1
<b>Total NON MOVING</b>	<b>64</b>	<b>44.14 %</b>	<b>9</b>	<b>9</b>	<b>20</b>	<b>35</b>	<b>181</b>
<b>Total Violations</b>	<b>145</b>		<b>12</b>	<b>29</b>	<b>44</b>	<b>72</b>	<b>399</b>
<b>Total Tickets</b>	<b>102</b>		<b>6</b>	<b>22</b>	<b>33</b>	<b>47</b>	<b>270</b>

CLR-065 Monthly Summary Of Offenses (OS)  
City:Springfield Twp-SPT



Search Criteria: (This report counts for offenses but excludes UCR status of 'Unfounded'.)

Month:	March
Year:	2023
City:	Springfield Twp-SPT

# CLR-065 Monthly Summary Of Offenses (OS)

## City:Springfield Twp-SPT

CLASS	Description	Mar/2023	Mar/2022	% CHG	YTD 2023	YTD 2022	% CHG	ADULT		JUV		Total	
								Mar/2023	YTD	Mar/2022	YTD	Mar	YTD
11001	SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	0	0	0%	1	0	0%	0	1	0	0	0	1
11007	SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	0	0	0%	0	1	-100%	0	0	0	0	0	0
13001	NONAGGRAVATED ASSAULT	4	4	0%	11	6	83.33%	3	8	0	0	3	8
13002	AGGRAVATED/FELONIOUS ASSAULT	0	0	0%	3	0	0%	0	0	0	1	0	1
13003	INTIMIDATION/STALKING	0	0	0%	1	0	0%	0	0	0	0	0	0
22001	BURGLARY -FORCED ENTRY	0	1	-100%	5	3	66.66%	0	0	0	0	0	0
22002	BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	1	0	0%	1	1	0%	0	0	0	0	0	0
23005	LARCENY -THEFT FROM MOTOR VEHICLE	0	1	-100%	6	1	500%	0	0	0	0	0	0
23006	LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	1	0	0%	3	1	200%	0	0	0	0	0	0
23007	LARCENY -OTHER	2	0	0%	2	0	0%	0	0	0	0	0	0
24001	MOTOR VEHICLE THEFT	1	0	0%	4	2	100%	0	0	0	1	0	1
24003	MOTOR VEHICLE FRAUD	0	0	0%	0	1	-100%	0	0	0	0	0	0
25000	FORGERY/COUNTERFEITING	0	0	0%	0	2	-100%	0	0	0	0	0	0
26001	FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	2	1	100%	3	2	50%	0	0	0	0	0	0
26002	FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	1	1	0%	1	2	-50%	0	0	0	0	0	0
26007	FRAUD - IDENTITY THEFT	0	0	0%	6	3	100%	0	0	0	0	0	0
29000	DAMAGE TO PROPERTY	1	1	0%	2	2	0%	0	1	0	0	0	1
30002	RETAIL FRAUD -THEFT	0	0	0%	1	0	0%	0	0	0	0	0	0
<b>Group A Totals</b>		<b>16</b>	<b>9</b>	<b>44.44%</b>	<b>50</b>	<b>27</b>	<b>85.18%</b>	<b>3</b>	<b>10</b>	<b>0</b>	<b>2</b>	<b>3</b>	<b>12</b>
50000	OBSTRUCTING JUSTICE	0	0	0%	0	1	-100%	0	0	0	0	0	0
53002	PUBLIC PEACE -OTHER	2	0	0%	4	1	300%	0	0	0	0	0	0
54001	HIT and RUN MOTOR VEHICLE ACCIDENT	0	0	0%	1	0	0%	0	1	0	0	0	1
54002	OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	1	2	-50%	3	7	-57.1%	1	3	0	0	1	3



# CLR-065 Monthly Summary Of Offenses (OS)

## City:Springfield Twp-SPT

CLASS	Description	Mar/2023	Mar/2022	% CHG	YTD 2023	YTD 2022	% CHG	ADULT		JUV		Total	
								Mar/2023	YTD	Mar/2022	YTD	Mar	YTD
55000	HEALTH AND SAFETY	0	0	0%	1	0	0%	0	0	0	0	0	0
57002	INVASION OF PRIVACY -OTHER	0	0	0%	0	1	-100%	0	0	0	0	0	0
<b>Group B Totals</b>		<b>3</b>	<b>2</b>	<b>50%</b>	<b>9</b>	<b>10</b>	<b>-10%</b>	<b>1</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>4</b>
2800	JUVENILE OFFENSES AND COMPLAINTS	0	2	-100%	1	3	-66.6%	0	0	0	0	0	0
2900	TRAFFIC OFFENSES	3	0	0%	13	1	1200%	0	1	0	0	0	1
3000	WARRANTS	2	0	0%	6	1	500%	2	5	0	0	2	5
3100	TRAFFIC CRASHES	23	19	21.05%	85	83	2.409%	0	0	0	0	0	0
3200	SICK / INJURY COMPLAINT	35	17	105.8%	118	82	43.90%	0	0	0	0	0	0
3300	MISCELLANEOUS COMPLAINTS	142	155	-8.38%	498	461	8.026%	0	0	0	0	0	0
3400	WATERCRAFT COMPLAINTS / ACCIDENTS	0	1	-100%	0	1	-100%	0	0	0	0	0	0
3500	NON - CRIMINAL COMPLAINTS	837	443	88.93%	2078	1146	81.32%	0	0	0	0	0	0
3700	MISCELLANEOUS TRAFFIC COMPLAINTS	160	68	135.2%	335	181	85.08%	0	0	0	0	0	0
3800	ANIMAL COMPLAINTS	5	5	0%	18	11	63.63%	0	0	0	0	0	0
3900	ALARMS	22	26	-15.3%	68	67	1.492%	0	0	0	0	0	0
<b>Group C Totals</b>		<b>1229</b>	<b>736</b>	<b>66.98%</b>	<b>3220</b>	<b>2037</b>	<b>58.07%</b>	<b>2</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>6</b>
4100	NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	0	0%	1	0	0%	0	0	0	0	0	0
4300	LICENSE / TITLE / REGISTRATION CITATIONS	0	0	0%	1	0	0%	0	0	0	0	0	0
4600	LIQUOR CITATIONS / SUMMONS	0	1	-100%	0	1	-100%	0	0	0	0	0	0
<b>Group D Totals</b>		<b>0</b>	<b>1</b>	<b>-100%</b>	<b>2</b>	<b>1</b>	<b>-100%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
5000	FIRE CLASSIFICATIONS	0	0	0%	2	0	0%	0	0	0	0	0	0
5100	18A STATE CODE FIRE CLASSIFICATIONS	0	1	-100%	0	2	-100%	0	0	0	0	0	0
<b>Group E Totals</b>		<b>0</b>	<b>1</b>	<b>-100%</b>	<b>2</b>	<b>2</b>	<b>0%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
6000	MISCELLANEOUS ACTIVITIES (6000)	0	0	0%	1	0	0%	0	0	0	0	0	0
6300	CANINE ACTIVITIES	0	1	-100%	3	1	200%	0	0	0	0	0	0
6700	INVESTIGATIVE ACTIVITIES	8	7	14.28%	43	26	65.38%	0	0	0	0	0	0
<b>Group F Totals</b>		<b>8</b>	<b>8</b>	<b>0%</b>	<b>47</b>	<b>27</b>	<b>74.07%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>City:Springfield Twp Totals</b>		<b>1258</b>	<b>767</b>	<b>65.52%</b>	<b>3330</b>	<b>2104</b>	<b>58.26%</b>	<b>6</b>	<b>20</b>	<b>0</b>	<b>2</b>	<b>6</b>	<b>22</b>

**CLR-1885 - CFS Listing (OS)**  
**City : Springfield Twp.**  
**CFS Dates :3/1/2023 to 3/31/2023**

**Top 20 Offenses**

Reported Offense Code	Reported Offense Description	CFS Count
L3501	Area Check / Extra Patrol - OS	819
C3730	Traffic Complaint / Traffic Miscellaneous A Complaint	133
C3332	Assist Fire Department	69
C3299	Welfare Check	26
C3999	Alarms All Other	22
C3336	Assist Citizen	22
C3324	Suspicious Circumstances	20
L3598	911 Welfare Check - OS	18
C3704	Traffic Complaint / Abandoned Auto	13
C3145	Property Damage Traffic Crash PDA	10
L3503	BOL - Be On the Lookout - OS	9
C3702	Traffic Complaint / Road Hazard	8
L6701	Follow Up - OS	7
C3148	Motor Vehicle - Animal Traffic Crash	6
C3804	Animal Complaint	5
C3710	Traffic Complaint / Vehicle off roadway - CID	5
C3357	Protective Services Referral (CPS/APS)	4
C3337	Assist Citizen - Vehicle Lockout	4
2308	Larceny - From Building (Includes Library, Office used by Public, etc)	4
1313	Assault/ Battery/Simple (Incl Domestic and Police Officer	4

Verified Offense Code	Verified Offense Description	CFS Count
L3501	Area Check / Extra Patrol - OS	774
C3730	Traffic Complaint / Traffic Miscellaneous A Complaint	131
C3332	Assist Fire Department	53
L3534	House Check - OS	42
C3299	Welfare Check	26
C3336	Assist Citizen	23
C3999	Alarms All Other	22
L3598	911 Welfare Check - OS	17
C3324	Suspicious Circumstances	15
C3331	Assist Medical	14
C3704	Traffic Complaint / Abandoned Auto	13
C3145	Property Damage Traffic Crash PDA	10
L3503	BOL - Be On the Lookout - OS	8
C3702	Traffic Complaint / Road Hazard	8
L6701	Follow Up - OS	7
C3148	Motor Vehicle - Animal Traffic Crash	6
C3804	Animal Complaint	5
C3355	Civil Matter - Other	5
C3710	Traffic Complaint / Vehicle off roadway - CID	5
1313	Assault/ Battery/Simple (Incl Domestic and Police Officer	4

**As of March 31st, 2023**

P & R/4 employees 44.4 hours

# March 2023 IT Report



VISITS TO TOWNSHIP WEBSITE	
	Visits
March 2022	3,048
March 2023	2,244

ON-DEMAND BOARD MEETING VIEWS	
	Views
March 2023	186
March 2022	109

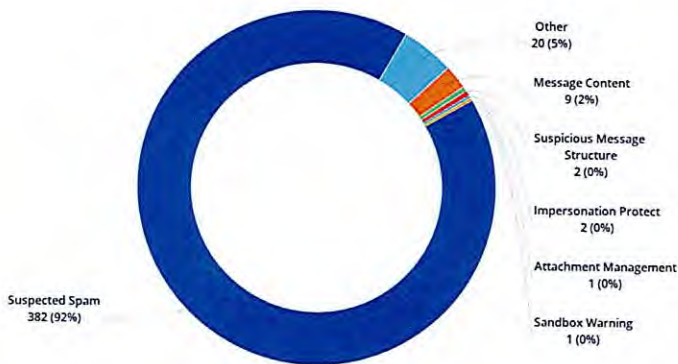
MOST VISITED WEBPAGES	
The top ten most visited website pages this month	
Page	Total Views
Home page	1,214
Parks & Recreation	479
Parks & Rec – Programs & Events	300
Treasurer's – Property Taxes	259
Departments	204
Minutes & Agendas	196
Fire Department	195
Assessing	164
Document Center	155
Building Department	147

IT HELP DESK TICKETS			
	New Tickets	Open Tickets	Average Ticket Close Time
March	27	0	8 hours
February	26	0	6.5 hours

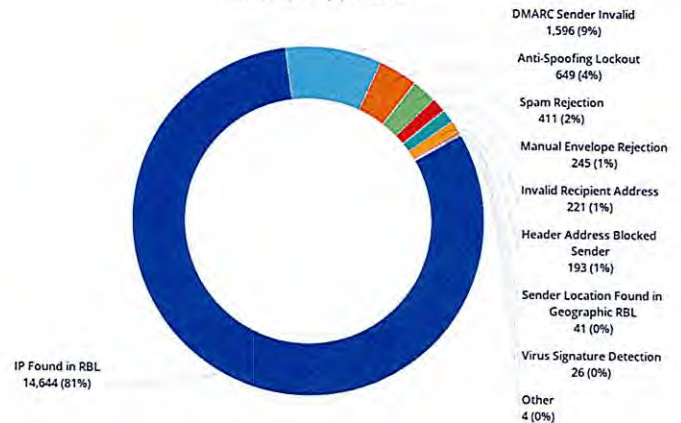
TICKET CATEGORY BREAKDOWN



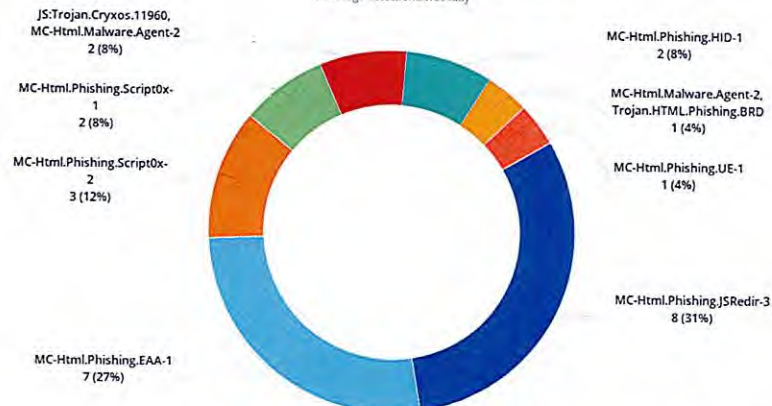
Inbound Hold Reasons  
417 total messages held over the reporting period  
17 average messages/weekday



Inbound Rejections by Reason  
18,030 total messages rejected over the reporting period  
411 messages rejected by spam detection



Inbound Malware Detected  
26 total inbound malware instances detected over the reporting period  
1 average detections/weekday





## March 2023 Natural Resources Report

Mike Losey, Natural Resources Manager

Office: 248-846-6508/ Mobile: 248-820-9284/ Email: [mlosey@springfield-twp.us](mailto:mlosey@springfield-twp.us)



**SPRINGFIELD**  
CHARTER TOWNSHIP

**Field Activities:** I was out in the field for several projects in March as we emerged from winter work into spring activities. I continued to receive assistance from Assessing and Zoning Assistant Brian Piper as we continued prepping prescribed burn breaks on several burn units at the Shiawassee Basin Preserve.

Following up on the issues associated with nuisance beaver populations in the upper Shiawassee from last month, I was also in the field with animal trapper Bill Nagy who we have again hired to trap nuisance beaver in the watershed. As of the first week of April we are up to 14 beaver trapped and removed from the population. Hopefully we will remove additional beaver and prevent them from rebuilding dams in areas that are negatively impacting the river, wetlands and human property that are all being flooded out this spring by their dams.

Lastly, in late March I visited the Hartman property with staff from Oakland County Parks and Recreation (OCPR) and the Michigan DNR to evaluate the river corridor for suitable habitat to relocate any native freshwater mussels that we may encounter when drawing down the Davisburg Mill Pond Dam. Relocating freshwater mussels is a new requirement of the project but recently hired OCPR staff have the training and ability to conduct this work later this spring and early summer.

**Meetings:** I presented (virtually) on the great natural resources project work we are doing in Springfield Township in 2023 and 2024 as part of the 'Science Series' for Powshiek Skipperling conservation. Approximately 25 people attended this half hour presentation.

**Personnel:** We advertised for our seasonal Natural Resources Crew Member positions in early March. As of the end of the month we had 3 applicants for 2 positions and will begin interviewing for the positions in early April. Ideally, we will be able to find qualified candidates within the applicant pool and if so they will be onboarded in May.

Thanks for an opportunity to submit this report.

-Mike Losey

Attached are a couple of photos from March

I encountered this Blanding's turtle along the Shiawassee River in early March. Blanding's turtle is a declining species across its range and is a Species of Special Concern in Michigan. Oakland County continues to be a stronghold for the species. This is a hatchling from early fall of last year and seeing them at this size indicates that some of the turtle nests in this area survive the intense predation events carried out by small mammals such as racoons.



We purchased this DR Brush Mower in April and I have since used it for several projects including prescribed burn break preparations. With a 22hp motor and 30" mow width we now have a solution for efficiently mowing shrubby areas in forest understories and uneven or soft terrain that was previously inaccessible to the tractor and brush hog that our Parks department owns. This is an important equipment acquisition to maintain our initial investment in restoring the wildlife habitat at our parks.





**Additional Disbursements**  
**Invoice Entry Dates 3/7/2023-3/31/2023**  
**For Approval at April 13, 2023**

**GENERAL FUND**

Vendor	Inv. Line Desc	Chk Date	Amount
21ST CENTURY MEDIA - MICHIGAN	PRINTING & PUBLISHING-B.O.R.	03/15/23	\$ 218.34
21ST CENTURY MEDIA - MICHIGAN	CDBG EXPENSE	03/15/23	\$ 41.93
21ST CENTURY MEDIA - MICHIGAN	PRINTING & PUBLISHING	03/15/23	\$ 433.63
			<u>\$ 693.90</u>
AT&T	TELEPHONE	03/15/23	\$ 194.24
			<u>\$ 194.24</u>
CONSUMERS ENERGY	REPAIRS & MAINT. / 700 BROADWAY	03/15/23	\$ 379.40
CONSUMERS ENERGY	HEAT	03/15/23	\$ 2,342.89
CONSUMERS ENERGY	STREET LIGHTING	03/15/23	\$ 35.03
			<u>\$ 2,757.32</u>
DTE ENERGY	STREET LIGHTING	03/15/23	\$ 3,479.14
			<u>\$ 3,479.14</u>
AC TIRE & SERVICE CENTER	REPAIRS & MAINTENANCE-TWP. TRUCKS	03/31/23	\$ 194.11
			<u>\$ 194.11</u>
ADKISON, NEED, ALLEN & RENTROP PLLC	LEGAL FEES	03/31/23	\$ 630.00
ADKISON, NEED, ALLEN & RENTROP PLLC	CONSULTING ENGINEERS	03/31/23	\$ 2,083.33
ADKISON, NEED, ALLEN & RENTROP PLLC	MILL POND DAM	03/31/23	\$ 178.25
			<u>\$ 2,891.58</u>
ANDERSON, ECKSTEIN & WESTRICK, INC.	CONSULTING ENGINEERS	03/31/23	\$ 1,395.85
ANDERSON, ECKSTEIN & WESTRICK, INC.	FIRE STATIONS DESIGN & ENGINEERING	03/31/23	\$ 3,815.26
			<u>\$ 5,211.11</u>
AOB SECURITY LLC	BUILDING & GROUNDS-CAPITAL OUTLAY	03/31/23	\$ 28,755.75
			<u>\$ 28,755.75</u>
BASIC BENEFITS	FSA ADMIN FEES	03/31/23	\$ 68.25
			<u>\$ 68.25</u>
CLEAN TEAM, INC	CUSTODIAL SERVICES	03/31/23	\$ 1,985.10
			<u>\$ 1,985.10</u>
COMCAST	FACILITY OPERATIONS	03/31/23	\$ 279.80
			<u>\$ 279.80</u>
CORVID CYBERDEFENSE, LLC	IT SECURITY SERVICES	03/31/23	\$ 1,733.15
			<u>\$ 1,733.15</u>
DTE ENERGY	CUSTODIAL SERVICES	03/31/23	\$ 1,623.86
			<u>\$ 1,623.86</u>
ECTO HR, INC	HR CONSULTANT	03/31/23	\$ 118.00
			<u>\$ 118.00</u>

**Additional Disbursements**  
**Invoice Entry Dates 3/7/2023-3/31/2023**  
**For Approval at April 13, 2023**

ELAN FINANCIAL SERVICES	REPAIRS & MAINT. / 700 BROADWAY	03/31/23	\$	229.14
ELAN FINANCIAL SERVICES	COMPUTER LICENSE & SUPPORT	03/31/23	\$	201.29
ELAN FINANCIAL SERVICES	COMPUTER EQUIPMENT	03/31/23	\$	119.74
ELAN FINANCIAL SERVICES	OPERATING SUPPLIES	03/31/23	\$	40.96
ELAN FINANCIAL SERVICES	REPAIRS & MAINTENANCE-TWP. TRUCKS	03/31/23	\$	17.82
ELAN FINANCIAL SERVICES	MAINTENANCE SUPPLIES-CIVIC CENTER	03/31/23	\$	558.78
ELAN FINANCIAL SERVICES	FIELD SUPPLIES	03/31/23	\$	96.49
ELAN FINANCIAL SERVICES	CONFERENCES-DUES-LICENSES-ETC	03/31/23	\$	242.28
			\$	1,506.50
ERIN MATTICE	MILEAGE ALLOWANCE	03/31/23	\$	83.84
			\$	83.84
GFL ENVIRONMENTAL	CONSULTANTS/CONTRACT-CIVIC CTR.	03/31/23	\$	76.21
			\$	76.21
GIFFELS WEBSTER	PLANNER	03/31/23	\$	1,298.75
GIFFELS WEBSTER	PLAN REVIEW FEES	03/31/23	\$	1,281.75
GIFFELS WEBSTER	MASTER/STRATEGIC PLAN	03/31/23	\$	6,373.41
			\$	8,953.91
MANUFACTURERS DIRECT	OFFICE SUPPLIES & EQUIPMENT	03/31/23	\$	128.00
			\$	128.00
PENSERV	401K CONSULTANT	03/31/23	\$	500.00
			\$	500.00
PITNEY BOWES	POSTAGE	03/31/23	\$	173.70
			\$	173.70
QUILL LLC	OFFICE SUPPLIES	03/31/23	\$	575.37
			\$	575.37
ROAD COMM. FOR OAKLAND COUNTY	GAS, OIL - TWP. TRUCKS	03/31/23	\$	82.18
ROAD COMM. FOR OAKLAND COUNTY	STREET LIGHTING	03/31/23	\$	3.86
			\$	86.04
TOSHIBA FINANCIAL SERVICES	COPIER, PRINTER LEASE & MAINT	03/31/23	\$	375.19
			\$	375.19
TRANSPORTATION IMPROVEMENT ASSOCIAT	DUES & SUBSCRIPTIONS	03/31/23	\$	200.00
			\$	200.00
UNUM LIFE INSURANCE	LIFE INSURANCE	03/31/23	\$	43.00
UNUM LIFE INSURANCE	DISABILITY INSURANCE	03/31/23	\$	91.20
UNUM LIFE INSURANCE	LIFE INSURANCE	03/31/23	\$	21.50
UNUM LIFE INSURANCE	DISABILITY INSURANCE	03/31/23	\$	31.50
UNUM LIFE INSURANCE	LIFE INSURANCE	03/31/23	\$	62.78
UNUM LIFE INSURANCE	DISABILITY INSURANCE	03/31/23	\$	118.94
UNUM LIFE INSURANCE	LIFE INSURANCE	03/31/23	\$	72.67
UNUM LIFE INSURANCE	DISABILITY INSURANCE	03/31/23	\$	133.31

**Additional Disbursements**  
**Invoice Entry Dates 3/7/2023-3/31/2023**  
**For Approval at April 13, 2023**

UNUM LIFE INSURANCE	LIFE INSURANCE	03/31/23	\$	18.28
UNUM LIFE INSURANCE	DISABILITY INSURANCE	03/31/23	\$	29.32
UNUM LIFE INSURANCE	LIFE INSURANCE	03/31/23	\$	21.50
UNUM LIFE INSURANCE	DISABILITY INSURANCE	03/31/23	\$	34.50
UNUM LIFE INSURANCE	LIFE INSURANCE	03/31/23	\$	21.50
UNUM LIFE INSURANCE	DISABILITY INSURANCE	03/31/23	\$	39.38
			\$	<u>739.38</u>
VERIZON WIRELESS	MOBILE COMMUNICATIONS	03/31/23	\$	45.97
VERIZON WIRELESS	MOBILE COMMUNICATIONS	03/31/23	\$	108.18
VERIZON WIRELESS	MOBILE COMMUNICATIONS	03/31/23	\$	49.78
VERIZON WIRELESS	MOBILE COMMUNICATIONS	03/31/23	\$	50.97
VERIZON WIRELESS	MOBILE COMMUNICATIONS	03/31/23	\$	92.34
VERIZON WIRELESS	MOBILE COMMUNICATIONS	03/31/23	\$	59.09
			\$	<u>406.33</u>
VERIZON WIRELESS	MOBILE COMMUNICATIONS	03/31/23	\$	80.02
			\$	<u>80.02</u>
			<b>TOTAL</b>	<b>\$ 63,869.80</b>

**FIRE FUND**

Vendor	Inv. Line Desc	Chk Date	Amount	
COMCAST	TELEPHONE & INTERNET	03/15/23	\$	144.85
			\$	<u>144.85</u>
CONSUMERS ENERGY	HEAT #1	03/15/23	\$	922.67
CONSUMERS ENERGY	HEAT#3	03/15/23	\$	786.26
			\$	<u>1,708.93</u>
ACE HARDWARE OF CLARKSTON	REPAIRS & MAINTENANCE #1	03/31/23	\$	16.54
ACE HARDWARE OF CLARKSTON	TRUCK REPAIR AND MAINTENANCE	03/31/23	\$	(13.51)
			\$	<u>3.03</u>
BOUND TREE MEDICAL	MEDICAL SUPPLIES	03/31/23	\$	118.81
			\$	<u>118.81</u>
COMCAST	TELEPHONE & INTERNET	03/31/23	\$	338.00
			\$	<u>338.00</u>
COMMUNITY DISPOSAL	CONTRACTUAL SERVICES -CUSTODIAN #1	03/31/23	\$	54.00
			\$	<u>54.00</u>
COMSTAR TECHNOLOGIES LLC	COMPUTER EQUIPMENT & LICENSING	03/31/23	\$	348.56
			\$	<u>348.56</u>
CONSUMERS ENERGY	HEAT #2	03/31/23	\$	998.07
			\$	<u>998.07</u>
DTE ENERGY	ELECTRIC #1	03/31/23	\$	261.77
DTE ENERGY	ELECTRIC #2	03/31/23	\$	726.76

**Additional Disbursements**  
**Invoice Entry Dates 3/7/2023-3/31/2023**  
**For Approval at April 13, 2023**

DTE ENERGY	ELECTRIC #3	03/31/23	\$ 169.64
			<u>\$ 1,158.17</u>
ECTO HR, INC	NEW HIRE/PERSONNEL PROCESSING	03/31/23	\$ 320.00
			<u>\$ 320.00</u>
ELAN FINANCIAL SERVICES	ACCOUNTS PAYABLE	03/31/23	\$ 1,239.99
ELAN FINANCIAL SERVICES	OPERATING SUPPLIES #1	03/31/23	\$ 135.00
ELAN FINANCIAL SERVICES	HEAT #2	03/31/23	\$ 784.68
ELAN FINANCIAL SERVICES	CERTIFICATION & LICENSE	03/31/23	\$ 349.00
ELAN FINANCIAL SERVICES	OFFICE SUPPLIES	03/31/23	\$ 503.00
ELAN FINANCIAL SERVICES	OPERATING SUPPLIES	03/31/23	\$ 18.99
ELAN FINANCIAL SERVICES	EDUCATIONAL SUPPLIES	03/31/23	\$ 1,430.73
ELAN FINANCIAL SERVICES	DUES & SUBSCRIPTIONS	03/31/23	\$ 10.60
ELAN FINANCIAL SERVICES	MISCELLANEOUS	03/31/23	\$ 651.42
ELAN FINANCIAL SERVICES	COMPUTER EQUIPMENT & LICENSING	03/31/23	\$ 164.52
ELAN FINANCIAL SERVICES	TRUCK REPAIR AND MAINTENANCE	03/31/23	\$ 79.97
			<u>\$ 5,367.90</u>
IMPRESSIVE PRINTING & PROMOTION	PRINTING & PUBLISHING	03/31/23	\$ 69.00
			<u>\$ 69.00</u>
J&B MEDICAL SUPPLY, INC	MEDICAL SUPPLIES	03/31/23	\$ 658.96
			<u>\$ 658.96</u>
KERTON LUMBER CO	EQUIPMENT MAINTENANCE	03/31/23	\$ 16.47
			<u>\$ 16.47</u>
MACQUEEN	TRUCK REPAIR AND MAINTENANCE	03/31/23	\$ 822.00
			<u>\$ 822.00</u>
MAURER'S TEXTILE RENTAL	OPERATING SUPPLIES #2	03/31/23	\$ 65.84
			<u>\$ 65.84</u>
MOBILE COMMUNICATIONS AMERICA	OTHER EQUIP PURCH-UNDER \$10,000	03/31/23	\$ 393.75
			<u>\$ 393.75</u>
NYE UNIFORM	UNIFORMS	03/31/23	\$ 464.60
			<u>\$ 464.60</u>
ROAD COMM. FOR OAKLAND COUNTY	GAS & OIL	03/31/23	\$ 2,202.01
			<u>\$ 2,202.01</u>
STATE OF MICHIGAN	MISCELLANEOUS	03/31/23	\$ 9.52
			<u>\$ 9.52</u>
SUBURBAN OFFICE & JAN.SUPPLIES	OPERATING SUPPLIES	03/31/23	\$ 134.79
			<u>\$ 134.79</u>

**Additional Disbursements**  
**Invoice Entry Dates 3/7/2023-3/31/2023**  
**For Approval at April 13, 2023**

UNUM LIFE INSURANCE	LIFE INS/PROVIDENT INS	03/31/23	\$	215.00
UNUM LIFE INSURANCE	DISABILITY INSURANCE	03/31/23	\$	408.51
			\$	623.51
VERIZON WIRELESS	MOBILE COMMUNICATIONS	03/31/23	\$	280.07
			\$	280.07
WEINGARTZ	REPAIRS & MAINTENANCE #1	03/31/23	\$	9.07
			\$	9.07
WEST SHORE FIRE, INC.	TUITION AND TRAINING	03/31/23	\$	200.00
			\$	200.00
<b>TOTAL</b>			<b>\$</b>	<b>16,509.91</b>

**POLICE FUND**

Vendor	Inv. Line Desc	Chk Date		Amount
ADKISON, NEED, ALLEN & RENTROP PLLC	LEGAL FEES	03/31/23	\$	1,162.00
			\$	1,162.00
ANDERSON, ECKSTEIN & WESTRICK, INC.	CAPITOL OUTLAY	03/31/23	\$	3,200.00
			\$	3,200.00
<b>TOTAL</b>			<b>\$</b>	<b>4,362.00</b>

**BUILDING FUND**

Vendor	Inv. Line Desc	Chk Date		Amount
UNUM LIFE INSURANCE	LIFE INSURANCE	03/31/23	\$	9.89
UNUM LIFE INSURANCE	DISABILITY INSURANCE	03/31/23	\$	14.37
			\$	24.26
William K Whitley	CONFERENCES-DUES-ETC	03/31/23	\$	85.00
			\$	85.00
<b>TOTAL</b>			<b>\$</b>	<b>109.26</b>

**LAKE IMPROVEMENT FUND**

Vendor	Inv. Line Desc	Chk Date		Amount
AQUA WEED CONTROL	CONTR. SERVICES-DIXIE LAKE	03/15/23	\$	875.00
			\$	875.00
KIESER & ASSOCIATES	CONTR. SERVICES-BIG LAKE	03/31/23	\$	1,860.00
			\$	1,860.00
<b>TOTAL</b>			<b>\$</b>	<b>2,735.00</b>



**Additional Disbursements**  
**Invoice Entry Dates 3/7/2023-3/31/2023**  
**For Approval at April 13, 2023**

**CABLE TV FUND**

Vendor	Inv. Line Desc	Chk Date	Amount	
AVI SYSTEMS, INC.	CONTRACT PROGRAM SERVICES	03/31/23	\$	2,388.00
			\$	2,388.00
COMCAST	MISCELLANEOUS	03/31/23	\$	298.35
			\$	298.35
		TOTAL	\$	2,686.35
GRAND TOTAL			\$	90,273.32

# REGULAR MEETING

April 13, 2023

Township of Springfield

Sean R. Miller, Clerk

ACE HARDWARE OF CLARKSTON	REPAIRS & MAINTENANCE #1	\$	15.41
ALL-N-ONE LAWN CARE	REPAIRS & MAINTENANCE #1	\$	1,060.00
OXFORD OVERHEAD DOOR	REPAIRS & MAINTENANCE #1	\$	300.00
WOLVERINE POWER SYSTEMS	REPAIRS & MAINTENANCE #1	\$	821.00
ACE HARDWARE OF CLARKSTON	REPAIRS & MAINTENANCE #2	\$	28.78
ALL-N-ONE LAWN CARE	REPAIRS & MAINTENANCE #2	\$	1,235.00
BILL'S PLUMBING & SEWER SERVICE	REPAIRS & MAINTENANCE #2	\$	289.66
BILL'S PLUMBING & SEWER SERVICE	REPAIRS & MAINTENANCE #2	\$	869.44
CONCRETE FLOOR TREATMENT, INC.	REPAIRS & MAINTENANCE #2	\$	1,500.00
OXFORD OVERHEAD DOOR	REPAIRS & MAINTENANCE #2	\$	600.00
OXFORD OVERHEAD DOOR	REPAIRS & MAINTENANCE #2	\$	420.00
CONSUMERS ENERGY	HEAT#3	\$	349.85
OXFORD OVERHEAD DOOR	REPAIRS & MAINTENANCE # 3	\$	300.00
WOLVERINE POWER SYSTEMS	REPAIRS & MAINTENANCE # 3	\$	525.25
WOLVERINE POWER SYSTEMS	REPAIRS & MAINTENANCE # 3	\$	590.77
BLUE CARE NETWORK OF MICHIGAN	HOSPITALIZATION	\$	7,515.64
GRIFFEN WATTS	UNIFORMS	\$	54.00
NYE UNIFORM	UNIFORMS	\$	82.00
NYE UNIFORM	UNIFORMS	\$	60.00
ECTO HR, INC	NEW HIRE/PERSONNEL PROCESSING	\$	2,259.00
ARAMARK	OPERATING SUPPLIES	\$	107.97
ARAMARK	OPERATING SUPPLIES	\$	93.42
INNOVATIVE OFFICE TECHNOLOGY	OPERATING SUPPLIES	\$	119.96
SUBURBAN OFFICE & JAN.SUPPLIES	OPERATING SUPPLIES	\$	138.99
ESCAPE INC	DUES & SUBSCRIPTIONS	\$	25.00
ESCAPE INC	DUES & SUBSCRIPTIONS	\$	25.00
COMCAST	TELEPHONE & INTERNET	\$	144.85
ZULTYS, INC	TELEPHONE & INTERNET	\$	520.73
ACCIDENT FUND INSURANCE COMPANY	INSURANCE & BOND	\$	18,749.82
CORTEX IT	COMPUTER EQUIPMENT & LICENSING	\$	98.00
BOUND TREE MEDICAL	MEDICAL SUPPLIES	\$	33.35
BOUND TREE MEDICAL	MEDICAL SUPPLIES	\$	166.08
ROAD COMM. FOR OAKLAND COUNTY	GAS & OIL	\$	3,307.73
ACE HARDWARE OF CLARKSTON	TRUCK REPAIR AND MAINTENANCE	\$	3.13
C & S MOTORS, INC.	TRUCK REPAIR AND MAINTENANCE	\$	290.83
HOLLY AUTOMOTIVE SUPPLY INC	TRUCK REPAIR AND MAINTENANCE	\$	84.37
HOLLY AUTOMOTIVE SUPPLY INC	TRUCK REPAIR AND MAINTENANCE	\$	120.11
HOLLY AUTOMOTIVE SUPPLY INC	TRUCK REPAIR AND MAINTENANCE	\$	939.39
HOLLY AUTOMOTIVE SUPPLY INC	TRUCK REPAIR AND MAINTENANCE	\$	13.76
HOLLY AUTOMOTIVE SUPPLY INC	TRUCK REPAIR AND MAINTENANCE	\$	87.79
HOLLY AUTOMOTIVE SUPPLY INC	TRUCK REPAIR AND MAINTENANCE	\$	(36.44)
HOLLY AUTOMOTIVE SUPPLY INC	TRUCK REPAIR AND MAINTENANCE	\$	58.49
HOLLY AUTOMOTIVE SUPPLY INC	TRUCK REPAIR AND MAINTENANCE	\$	42.38
HOLLY AUTOMOTIVE SUPPLY INC	TRUCK REPAIR AND MAINTENANCE	\$	145.42
HOLLY AUTOMOTIVE SUPPLY INC	TRUCK REPAIR AND MAINTENANCE	\$	(51.20)
MAZZA AUTO PARTS	TRUCK REPAIR AND MAINTENANCE	\$	49.95
MAZZA AUTO PARTS	TRUCK REPAIR AND MAINTENANCE	\$	15.49
R&R FIRE TRUCK REPAIR, INC	TRUCK REPAIR AND MAINTENANCE	\$	407.50
ACE HARDWARE OF CLARKSTON	EQUIPMENT MAINTENANCE	\$	64.03
NATIONAL HOSE TESTING SPECIALTIES	EQUIPMENT MAINTENANCE	\$	1,527.00

**TOTAL \$ 46,576.52**

**REGULAR MEETING****April 13, 2023**

Township of Springfield

Sean R. Miller, Clerk

**BILLS PRESENTED FOR PAYMENT:****POLICE FUND**

Vendor	Inv. Line Desc	Amount
ADKISON, NEED, ALLEN & RENTROP PLLC	LEGAL FEES	\$ 1,862.00
ANDERSON, ECKSTEIN & WESTRICK, INC.	CAPITOL OUTLAY	\$ 2,400.00
L&R CONSTRUCTION SERVICES	CAPITOL OUTLAY	\$ 73,484.12
OFFICE PRODUCTS OUTLET	CAPITOL OUTLAY	\$ 10,616.00
<b>TOTAL</b>		<b>\$ 88,362.12</b>

**BILLS PRESENTED FOR PAYMENT:****CABLE FUND**

Vendor	Inv. Line Desc	Amount
<b>TOTAL</b>		

**BILLS PRESENTED FOR PAYMENT:****BUILDING FUND**

Vendor	Inv. Line Desc	Amount
BLUE CARE NETWORK OF MICHIGAN	HOSPITALIZATION	\$ 244.18
MARK CARLSON	ELECTRICAL INSPECTOR(CONTRACTUAL)	\$ 122.85
RON SHELTON	ELECTRICAL INSPECTOR(CONTRACTUAL)	\$ 1,046.88
JERRY HOBSON	PLUMBING INSPECTOR (CONTRACTUAL)	\$ 615.00
JERRY HOBSON	MECHANICAL INSPECTOR (CONTRACTUAL)	\$ 938.27
IMPRESSIVE PRINTING & PROMOTION	OFFICE SUPPLIES & POSTAGE	\$ 70.00
GENERAL FUND	TELEPHONE	\$ 199.90
ACCIDENT FUND INSURANCE COMPANY	INSURANCE & BOND	\$ 233.05
<b>TOTAL</b>		<b>\$ 3,470.13</b>

**BILLS PRESENTED FOR PAYMENT:****LAKE IMPROVEMENT FUND**

Vendor	Invoice Line Desc	Amount
DTE - WAUMEGAH	CONTR. SERVICES-WAUMEGAH-WEED	\$ 15.87
<b>TOTAL</b>		<b>\$ 15.87</b>

**GRAND TOTAL \$ 186,693.97**

# SPRINGFIELD CHARTER TOWNSHIP

SEAN R. MILLER, CLERK

248-846-6510 | 248-846-6538 FAX



## Memo

**To:** Township Board - ~~CONSENT~~  
**From:** Sean Miller, Clerk  
**Date:** March 27, 2023  
**Re:** MAMC 2023 Summer Conference

Each year the Michigan Association of Municipal Clerks hosts its annual Summer Conference. This year, it will be held at the Renaissance Center Marriott in Detroit. Summer Conference is filled with a wide variety of educational opportunities for municipal clerks and with the passage of Proposal 2022-2 and the ever-changing laws related to the administration of elections, it's more important than ever for Clerks to seek out educational opportunities. Additionally, I have 2 staff who are new to this profession and the MAMC offers a two-day clerking "bootcamp" before the conference that I believe they would greatly benefit from. This bootcamp covers all the basics of Clerking, including meeting minutes, agenda prep, Open Meetings Act, FOIA, elections, etc.

June 12-13, 2023; Clerking 101 Bootcamp Registration	\$175.00
Meals (\$100/2 days)	\$200.00
Mileage (Approx. 100 miles RT at 65.5 cents/mile)	\$65.50
Hotel (\$179/1 night)	\$179.00
Parking (2 days)	\$80.00

**TOTAL AMOUNT PER PERSON FOR 2-DAY BOOTCAMP** **\$699.50**

June 14-16; Summer Conference	\$400.00
Meals (\$100/3 days)	\$300.00
Mileage (Approx. 100 miles RT at 65.5 cents/mile)	\$65.50
Hotel (\$179/2 nights)	\$358.00
Parking (3 days)	\$120.00

**TOTAL AMOUNT PER PERSON FOR FULL CONFERENCE** **\$1,243.50**

Please contact me prior to the meeting with any questions.

**Request:** Approve budget of up to \$700 each for Clerk's Assistant I and Clerk's Assistant II attendance at MAMC Clerking 101 2-day bootcamp; and a budget of up to \$1,250.00 each for Clerk and Deputy Clerk attendance at MAMC Summer Conference.

Respectfully,  
Sean R. Miller, Clerk

# Memo

## Consent

**To:** Township Board  
**From:** Joelle Talerico  
**Date:** March 28<sup>th</sup>, 2023  
**Re:** 2023 West Nile Program

---

Again this year, Springfield Township has been awarded funding for the West Nile Virus prevention program administered through Oakland County. This year the amount available is projected to be \$3,581.51. We will continue to make the repellent products available at the Hart Center, Library, Fire Station #2 and the counter at the Civic Center through this year.

I have attached my project list for proposed reimbursable products. This is similar to last year including having the availability of dunks for private ponds, wetland areas etc. and purchasing insect repellent in the form of wipes and spray for distribution through the Parks and Recreation Department, Hart Center, as well as the Township Offices. We will not be purchasing any dunks this year due to having a surplus of inventory from previous years that will be distributed this year.

### RECOMMENDATION

Authorize the Clerk's Office to submit the proposed project and scope to Oakland County for approval by the May 1st, 2023 deadline to be able to participate in the 2023 West Nile Virus Prevention Program.

# West Nile Virus

## Springfield Township 2023 Project Description

### 1. Mosquito Repellent- United Industries

- Springfield Township will purchase mosquito repellent wipes and spray directly from United Industries Corp. These will be available for pick-up at the Parks and Recreation office, Library, Township Offices, Hart Center, and Fire station #2.

- Estimated Springfield cost: \$3,576.00

Order to include:

85 cases of Repel Insect Repellent Mosquito Wipes (30% DEET) @ \$25.68 per case= \$2,182.80

90 cases of Repel Sportsmen Max Insect Repellent Spray (40% DEET) @ \$15.48 per case= \$1,393.20

Total \$3,576.00

Total projected cost: \$3,576.00

Total amount approved for program: \$3,581.51



# SPRINGFIELD CHARTER TOWNSHIP



## MEMO – CONSENT AGENDA

TO: Township Board

FROM: Joan Rusch, Supervisor's Assistant

DATE: April 5, 2023

RE: **Waive Building Department Fees for Township Projects**

The Township has several renovation projects that require permits from the Building Department along with associated fees. We are requesting that these fees for Fire Station 1, Fire Station 2, and the Civic Center Standby Generator be waived as they were last month for the Sheriff Substation project.

**Approve the waiver of all Building Department related fees for Township projects including Fire Station 1, Fire Station 2, and the Civic Center Standby Generator.**



QUALITY LIFE THROUGH GOOD ROADS:  
ROAD COMMISSION FOR OAKLAND COUNTY  
"WE CARE."

**Board of Road Commissioners**

**Andrea LaLonde**  
Commissioner

**Eric D. McPherson**  
Commissioner

**Nancy Quarles**  
Commissioner

**Dennis G. Kolar, P.E.**  
Managing Director

**Gary Piotrowicz, P.E., P.T.O.E.**  
Deputy Managing Director  
County Highway Engineer

Department of  
Customer Services

2420 Pontiac Lake Road  
Waterford, MI 48328

248-858-4804

[www.rcocweb.org](http://www.rcocweb.org)

February 27, 2023

RECEIVED

MAR 3 2023

SPRINGFIELD TOWNSHIP

Ms. Laura Moreau, Supervisor  
Charter Township Of Springfield  
12000 Davisburg  
Davisburg, MI 48350

Dear Ms. Moreau:

The Road Commission for Oakland County (RCOC) will be offering its dust-control program again this season. Enclosed you will find the 2023 Application Form and Instructions that we send to our previous year customers. If your township plans to participate financially in the dust-control program, a letter confirming the amount of township participation must be received by the RCOC Department of Customer Services - Waterford Office no later than April 10, 2023. Unless this letter is received, we will assume the township is not participating in the 2023 Program.

The dust-control program will run again as it did last year, with pricing being applied per application. RCOC will hold the 2022 cost per application for the 2023 season, as illustrated on the table below. Townships that wish to cover all local and subdivision streets will get the "blanket coverage" rate while individual locations will receive the "individual" rate. This pricing allows the customers the option of selecting the best program to meet their needs.

Order type	2023 Cost/ft per Application	2023 Cost per 1000 ft	2023 Annual Cost - 4 apps	2023 Annual Cost - 5 apps	2022 Annual Cost - 4 Apps	2022 Annual Cost - 5 Apps
Blanket	\$0.0729	\$72.90	\$291.60	\$364.50	\$291.60	<b>\$364.50</b>
Individual	\$0.1266	\$126.60	\$506.40	\$633.00	\$506.40	<b>\$633.00</b>

RCOC will continue the flexibility to this program as well: A township that originally signs up for four applications may adjust to a fifth application, provided the notice is given to RCOC prior to the completion of the third application. RCOC's goal is to best fit the customer's needs and budget.



QUALITY LIFE THROUGH GOOD ROADS:  
ROAD COMMISSION FOR OAKLAND COUNTY  
"WE CARE."

2023 Chloride Program  
Page 2

If you plan to coordinate individual resident dust-control orders, the orders must be submitted on Road Commission for Oakland County Work Order Applications. They must include the complete mailing address (this includes city and zip code) of the resident requesting the order. This is necessary in case we need to communicate with residents due to irregularities in the order. Communication will be from our office to the resident, as our Maintenance Department field staff will not knock on residents' doors.

**INDIVIDUAL ORDERS:**

- Must be a minimum of 500 ft for local roads, minimum of 1,000 ft for subdivision streets
- The application rate is 2,000 gallons per mile per application.

**BLANKET ORDERS:**

- Cover *all local roads* and *subdivision streets* township-wide
- The application rate will be 2,000 gallons per mile per application

Please find attached mileage by road for all local and subdivision gravel roads in your township (if applicable). We ask that you review this for accuracy prior to submitting your application for a blanket order.

If you have questions concerning the instructions, the Department of Customer Services at the Road Commission will be glad to give you a more detailed explanation of any part of our dust control program. You can reach the department at 1-877-858-4804. Enclosed, for your information, is a copy of the Dust-Control Program Instructions and Application Schedule.

Sincerely,

A handwritten signature in blue ink, appearing to read "D. Czerniakowski".

David Czerniakowski, Director  
Department of Customer Services

DC/sjw  
Attachments



## Important Notice: Potential changes to the Dust Control Program

On February 13, 2023, EGLE shared a revised draft of the State of Michigan, Department of Environment, Great Lakes, and Energy Groundwater Discharge General Permit. (General Permit NO. GW1550000) The revised changes that could affect the dust control program are as follows:

- Applications would be limited to 4 per season.
- The application rate would be reduced significantly.
- No brine would be applied to gravel roads within 100 ft of surface water.

The Road Commission for Oakland County (RCOC) wanted to make you aware of these potentially critical changes to the Dust Control Programs while considering the preferred schedule for your Dust Control Program.

RCOC is also working with the County Road Association and others to explain to EGLE the ramifications of the new rules and the effects it will have on residents who live or travel on gravel roads.

**ROAD COMMISSION FOR OAKLAND COUNTY  
2023 CHLORIDE PROGRAM -- GRAVEL ROAD MILEAGE**

**LOCAL GRAVEL**

**SPRINGFIELD TOWNSHIP**

Mileage update 03/21/14 sjw

Road Name	Location	Footage	Borders
Big Lake	Ormond to Scott	11,107	
Big Lake	Service Drive to Ridgewood	8,835	
Big Lake	Hillsboro to Scott	1,878	
Bigelow	Rattalee Lake to Davisburg	7,630	
Bridge Lake	Kier to Rattalee Lake	5,511	
Bridge Lake	South of Holcomb to Dead End	2,000	
Clark	Ridgewood to Andersonville	13,785	
Clement	Foster to Township Line	3,053	
Cobblestone	East of Dixie Highway	557	
<b>Crosby Lake (E)</b>	<b>Hillsboro East to Dead End</b>		White Lake Twp
Crosby Lake (W)	W/of Andersonville to Twp Line	4,718	
<b>Crosby Lake (W)</b>	<b>Border section with White Lake Twp</b>		White Lake Twp
Dilley	Clark to Davisburg	4,080	
<b>Eagle</b>	<b>Rose Twp border to South twp border</b>	<b>2,113</b>	Rose Twp
Eaton	Davisburg to Rattalee Lake	7,484	
Edgar	Foster to Andersonville	5,470	
<b>Ellis</b>	<b>Kier to Rattalee Lake</b>	<b>3,326</b>	Independence Twp
<b>Ellis</b>	<b>North of Holcomb</b>	<b>1,478</b>	Independence Twp
Ely	West of Bigelow	1,050	
Farley	Big Lake to Andersonville	6,408	
Foster	Township Line to Farley	6,621	
Gibbs	Kier to Rattalee Lake	5,460	
Hall	Scott to Andersonville	3,225	
Hickory	off Tindall	662	
Hillsboro	Crosby Lake to Hillsboro	5,438	
Hillsboro	Big Lake to Shafer	5,622	
Hogback	Clark to Andersonville	2,934	
<b>Kier</b>	<b>Oak Hill to Ellis</b>	<b>5,400</b>	Groveland Twp
Knox	Bridge Lake to Ellis	4,012	
Neal	Ormond to Township Line	4,433	
Oak Hill	Dixie Highway to E. Holly	3,800	
Old Pond	West of Dixie Highway	796	
<b>Old White Lake</b>	<b>East of White Lake</b>	<b>707</b>	White Lake Twp
Parker	Ormond to Township Line	4,012	
Rattalee Lake	Ellis to Dixie Highway	10,960	
Rattalee Lake	West of Dixie Highway to Bigelow	5,565	
Rattalee Lake	Eaton to Weber	6,681	
Rattalee Lake	Tindall to Eaton	4,270	
Ridgewood	Clark to Big Lake	3,977	
Scott	Ormond to Big Lake	10,684	
Shaffer	Ormond to Hillsboro	10,716	
Tindall	Rattalee Lake to Davisburg	7,071	
<b>Tucker</b>	<b>Weber to 2nd E.Holly (border road)</b>	<b>2,482</b>	Groveland Twp
Tucker	N of Holly Rd to twp border	950	
Ware	Andersonville to Railroad Tracks	1,200	
Ware	RR Tracks to end of road		Per Twp - 996' does not provide service to adjacent Twp rz remove from blanket
<b>Weber</b>	<b>Rattalee Lake to Tucker (border road)</b>	<b>2,585</b>	Rose Twp
Woodland Trail	Ormond to Dead End	4,117	
<b>Total Local Feet:</b>		<b>214,863</b>	
<b>Total Local Miles:</b>		<b>40.69</b>	

# ROAD COMMISSION FOR OAKLAND COUNTY 2023 CHLORIDE PROGRAM -- GRAVEL ROAD MILEAGE

## SUB LOCAL GRAVEL

Road Name	Location	Footage	Borders
BIRCHDALE ST	SHAFFER RD to RUSTY LN	160	
BRUCEDALE DR	NORTHBAY DR to FARLEY RD	1,198	
CLAYPOOL AVE		730	
CROSSHILL ST		271	
DEBBY JO RD		1,019	
EAGLE HILL DR		1,192	
ELLIS RD	DAVISBURG TO KING ROAD	1,400	
EMBER RD		1,281	
HEYLOCK AVE		1,210	
HILLMAN DR		1,700	
JARDINE AVE		665	
JIMBAR RD		254	
LONGPOINT ST		870	
MARQUOIT STREET		827	
MORNING ST		2,200	
NEILSON RD		961	
NORDWAY ST		160	
NORTH BAY DR		2900	
RELLTON		167	
ROBERTDALE DR		952	
RUSTY LN		1060	
SEMINDALE DR		876	
UTE POINTE DR		1210	
VILLA CREST DR		1196	
WAREFIELD ST		570	
WAUMEGA CT			
WERTZ RD		650	
Total SubLocal Feet:		25,679	
Total SubLocal Miles:		4.86	
<b>SUMMARY</b>			

Per Twp - 509' paved -removed 3/20/13 sw

Local + Sub-Local Total Feet = 240,542

Resident cost (4 applications) @ 0.1266/ft per app= \$121,810.47

Proposed Blanket Program (4 applications) @ 0.2916/ft = \$70,142.05

Proposed Blanket Program (5 applications) @ 0.3645/ft = \$87,677.56



**FOR DCS USE ONLY**

Work Order No. \_\_\_\_\_

Receipt / Check No. \_\_\_\_\_

**ROAD COMMISSION FOR OAKLAND COUNTY  
DEPARTMENT OF CUSTOMER SERVICES**

2420 Pontiac Lake Road

Waterford, Michigan 48328

Telephone: (248) 858-4804 or Toll-Free (877) 858-4804

Fax (248) 338-0675

[dcsmail@rcoc.org](mailto:dcsmail@rcoc.org)

**2023 DUST CONTROL APPLICATION**

**\*\*ALL ORDERS MUST BE RECEIVED ON OR BEFORE MONDAY, APRIL 24, 2023\*\***

Please READ ALL INSTRUCTIONS FOR THE 2022 DUST CONTROL PROGRAM before completing this form.

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY \_\_\_\_\_ ZIP \_\_\_\_\_  
(House Number & Street)

TELEPHONE: \_\_\_\_\_ TOWNSHIP \_\_\_\_\_

EMAIL: \_\_\_\_\_

TOTAL # OF FEET		TOTAL AMOUNT
(4 Apps X) _____	@ \$0.1266 per Foot/App (minimum order \$506.40)	\$ _____
	Less Township Participation (if applicable) (-)	\$ _____
	<b>AMOUNT ENCLOSED</b> (one check only) (=)	\$ _____

Make Check Payable to: **ROAD COMMISSION FOR OAKLAND COUNTY**

To assist our personnel in placing your order correctly, please be specific on start and ending points. Using identifiable land marks for limits on your order would be appreciated.

**DESCRIPTION:**

Spread on \_\_\_\_\_ Road, beginning at \_\_\_\_\_  
And go east, west, north, south (circle one) to \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Repeat above information for each additional segment of the road to be treated.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**INSTRUCTIONS FOR  
2023 DUST-CONTROL PROGRAM  
ROAD COMMISSION FOR OAKLAND COUNTY**

To participate in the Road Commission for Oakland County (RCOC) 2023 Dust-Control Program, complete the following steps:

- For best assurance of scheduling timely service, orders and payment for seasonal dust control applications **MUST BE RECEIVED ON OR BEFORE MONDAY, APRIL 24, 2023.**
- The attached form must be completely filled out and submitted by mail to the Road Commission for Oakland County, Department of Customer Services, 2420 Pontiac Lake Road at County Center Drive West, Waterford Township, Michigan 48328. Please check with your township to find out if your application should be placed there or with the Road Commission.
- The cost of dust control treatments will be \$0.1266 per linear foot per application for individual orders of four applications. Pricing has remained the same, as illustrated on the table below:

Order type	2023 Cost/ft per Application	2023 Cost per 1,000 ft	2023 Annual Cost - 4 Apps	2022 Annual Cost - 4 apps
Individual	\$0.1266	\$126.60	\$506.40	\$506.40

- Some townships participate in the cost of dust control so **please check with your township office regarding their participation as it may change from year to year.**

Additional requirements are as follows:

1. Description of the road to be treated must include township, road name, linear footage and **EXACT** location of starting and ending points. **Orders without this information will be returned and must be resubmitted by April 24, 2023.**
2. Orders must be for at least 1,000 consecutive linear feet of dust control with the following **EXCEPTIONS:**
  - a) Where there is more than one short subdivision street (under 1,000 feet) we will accept orders where the combined footage is in excess of 1,000 feet provided the streets adjoin one another.
  - b) Orders for less than 1,000 feet in subdivisions will be accepted provided the full 1,000 foot payment is made, i.e. \$506.40 for four applications.
  - c) On local "mile type" roads, orders will be accepted for a minimum of 500 feet **with no more than one skip**. Orders greater than 500 feet will be limited to two skips. This does not apply to subdivision streets.
3. Only **ONE** check should be sent to cover each order. Make the check payable to:

**ROAD COMMISSION FOR OAKLAND COUNTY**

Mail or drop off your order to: **ROAD COMMISSION FOR OAKLAND COUNTY  
2420 PONTIAC LAKE ROAD  
ATTN: DEPARTMENT OF CUSTOMER SERVICES  
WATERFORD, MI 48328**

4. To avoid delays in processing your order, please make sure you have coordinated your order with orders being placed by your neighbors (connecting orders).
5. Private roads cannot be included in this program.

*If you have a question concerning our program or need a copy of the application form, please call the Department of Customer Services toll-free at (877) 858-4804 or send us an email at [dcsmail@rcoc.org](mailto:dcsmail@rcoc.org).*

### **APPLICATION SCHEDULE**

Our goal is to have the first application completed by approximately the last weekend of May. Subsequent applications will follow every 4-6 weeks. Please note: The timeframe between applications may vary due to unforeseen circumstances such as weather, equipment breakdowns, material supply and other factors.

### **DUST CONTROL MATERIAL**

The dust control material that is spread will be mineral-well brine (naturally occurring salt water – see below for more details about the brine used) at an application rate of 2,000 gallons per mile. The width of the application will be 20 to 22 feet. No special width or double applications will be provided. Intersections and extremely wide roads will not be fully covered. Due to our spreading schedule, it is necessary to limit the number of applications to four.

### **FACTS ABOUT MINERAL-WELL BRINE**

1. Mineral-well brine attracts moisture from the atmosphere and the ground. It is this moisture which acts as a binder on the "fines" in the surface aggregate, preventing them from becoming airborne.
2. Periods of minimal rainfall and low humidity will result in less moisture attracted to the surface of a gravel road on which mineral-well brine has been applied. As a result, the effectiveness will be less during these periods than during periods of high humidity and more rain. The amount of moisture attracted determines how effectively the dust is controlled. During dry periods, the application may be light in color or appear to be streaked.
3. A number of conditions are detrimental to the effectiveness of mineral-well brine with high traffic volume being the foremost. Sandy soil, lack of binders in the gravel and lack of shade trees all have some adverse effect on mineral-well brine.
4. We do not accept applications for mineral-well brine on roads which have been oiled. Mineral-well brine cannot penetrate the oiled surface and either "runs off" or "puddles." It is suggested waiting one or two seasons prior to purchasing brine for this type of road.
5. Even under normal conditions, it is assumed that dust will not be completely eliminated, and we do not make any promise or commitment to that effect.

\*\*\*MEMO\*\*\*

April 5, 2023

To: Sean Miller, Clerk  
From: Michelle Cox, Deputy Clerk

RE: Chloriding for Private Roads & Shiawassee Basin Preserve Entrance for 2023

When I contacted Road Maintenance for a quote for the 2023 season of Chloriding private roads and the Shiawassee Basin Preserve Entrance. I found out that they are going out of business.

After contacting different companies, Byron Meyer from Big Barney's Dust Control, quoted a price for .30 per gallon at a cost of \$2,100 per application for a total of \$8,400 for 4 applications. This is an increase of \$102 per application from last year.

I also received a verbal quote from Suburban Calcium Chloride Sales of around \$8,000 per application. This is an increase of \$6,002 per application.

Attachment: Quote from Big Barney's Dust Control



## 2023 SUMMER DUST CONTROL QUOTE

3/22/2023

Springfield Township  
Attn: Michelle Cox  
12000 Davisburg Road  
Davisburg, MI 48350

Dear Michelle,

Thank you for allowing Big Barney's the opportunity to quote your dust control needs for Springfield Township. We based our quote using the following street information.

Street	Cross Street
Giroux St	Rattalee Lake
Treece St.	Rattalee Lake
Raymond St.	Rattalee Lake
French Lane	Ormond Rd
Hidden Trl	Rattalee Lake
Hillcrest St.	Dixie Hwy/Cobblestone
Center St.	Dixie Hwy
Trotter Rd	Gibbs Rd
Ellis Rd.	Holcomb Rd
Meadow Lane	Clark Rd
Shiawassee Preserve Park entrance	Davisburg Rd.

As with other townships that we work with, our pricing would be by the gallon. We would like to offer Springfield Township a price of **\$.30** per gallon. We estimate that it would take approximately 7,000 gallons to do all of the roads listed above. We would spray each road single wide down the middle. Therefore, the price per application to spray the roads would be **\$2,100.** The total price for (4) applications would be **\$8,400.** **We guarantee our work.** If anyone is unsatisfied with our work then we would be happy to return and reapply **AT NO CHARGE!** Thank you again for this opportunity. Please feel free to call or email me if you have any other questions.

Sincerely,

*Byron Myer*

Byron Myer  
Manager

[byron@bigbarneys.com](mailto:byron@bigbarneys.com)

[www.bigbarneys.com](http://www.bigbarneys.com)

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# Memo

## Consent

**To:** Laura Moreau  
**From:** Chris Benedict  
**Date:** April 7, 2023  
**Re:** 2023 MI-GMIS Conference

---

Michigan Government Management Information Sciences (MI-GMIS) is a group founded to provide educational and networking opportunities for Information Technology professionals across the State of Michigan. Through its bimonthly roundtable meetings, newsletter, surveys, annual conference and website, members share experiences, ideas, and information among a group of people with similar needs and interests, fostering the efficient and value-added application of information technology throughout Michigan government.

MI-GMIS intends to hold its annual conference at the Boyne Mountain resort September 10 – 13, 2023. Costs for the IT Administrator to attend are below. The costs include \$100 for annual membership in GMIS International, which is required for membership in MI-GMIS. A list of tentative conference sessions is attached.

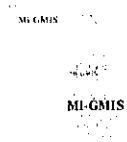
I would return to the office Thursday, September 14 to be available for the Township Board meeting.

Please let me know if you have any questions.

### **2023 MI-GMIS CONFERENCE COSTS:**

Registration: \$125  
GMIS Membership: \$100  
Hotel: \$130 per night x 3 nights = \$390  
Food: \$100  
Mileage: 414 miles x \$0.655 = \$271  
**Total: \$986**

**Suggested Motion: Authorize the IT Administrator to attend the annual MI-GMIS Conference on September 10-13, 2023 at a cost not to exceed \$1,000 which includes a required membership fee for GMIS International**



# MI-GMIS

*Michigan Government Management Information Services*

## 2023 Fall Conference Tentative Topics

Automation Roundtable  
Birds of a Feather  
Book Club  
CJIS Update  
Courts Update  
CyberSecurity Grant  
Elections Lab  
Fiber for the Community  
Identity Management  
Immutable Backups  
Improving Your CyberSecurity Posture with MiSecure Self-Audit  
Incident Response  
ITIL  
Leading with Influence  
MSISAC / CIS Offerings  
Organizational Change Management  
Procurement, RFPS, Contracts and You  
Smart Cities  
State of Michigan IT  
Tech Debt Follow-up  
Tools for IT Efficiency



# SPRINGFIELD CHARTER TOWNSHIP

MAINTENANCE OFFICE  
248-846-6507



To: Laura Moreau and Township Board

From: Jerry David, Facilities Manager / 

Date: April 10, 2023

Re: STWP Garbage Container Contract Renewal

## Background

In 2017-2020 & 2020-2023; Springfield Township has been in a service agreement with "Advance Disposal/GFL Environmental USA Inc" for our trash disposal services. During those two service agreements, our increase was 2%. If we choose to renew our service agreement with GFL Environmental USA, Inc our increase would be 5.5%.

## Quote

I have reached out to a few trash disposal contractors, requesting quotes. Requirements requested are listed below:

- 4-yard dumpster
  - Once a week pick-up
  - 3-year service an agreement
  - Along with asking what their extra fees/surcharges costs.
1. GFL Environmental Service Agreement Cost: **\$130.00/month**
    - a. Include fuel and environmental fees.
    - b. No mention of annual increase or capped rate
  2. Community Disposal Services, Inc. Service Agreement Costs (No fees or surcharges): **\$95.00/month**
    - a. Includes fuel and environmental fees.
    - b. Annual increase would be capped at 10% or actual rate of inflation whichever is greater. "Any increased cost caused by changes in rules or laws by local, state, or national governing bodies may be passed through.
  3. Christensen Disposal: Does Not offer 4-yard dumpster trash pick-up.
  4. Waste Management: I tried to reach them twice by phone but **NO ANSWER**.

**Suggested Motion: Authorize the Facilities Manager to enter into a 3-year trash service agreement with Community Disposal Services for 2023-2026.**

If you have any questions, please feel free to call or email me.

Thank you,

Jerry David

248-408-1900

[jdavid@springfield-twp.us](mailto:jdavid@springfield-twp.us)



## Service Agreement

Contract Effective Date 5/1/23  
Service Start Date 5/1/23

Agreement ID \_\_\_\_\_  
Agreement Type \_\_\_\_\_

Phone (844) 464-3587 Fax (586) 314-6825  
26999 Central Park Blvd., Suite 200, Southfield, MI 48076-4145

### Customer Information

Legal Name Springfield Township Account Number \_\_\_\_\_ Tax ID # \_\_\_\_\_

### Service Information

Company: Springfield Township

Address: 12000 Davisburg Rd

City: Davisburg State MI Zip 48350

Phone: 248-846-6507 Fax # \_\_\_\_\_

Contact: Jerry David

Email: jdavid@springfield-twp.us

### Billing Information

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

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: 248-846-6507 Fax: \_\_\_\_\_

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

Email: \_\_\_\_\_

New

Requested Service Days

Qty.	Cont. Size	Frequency	Rate Per Haul	Disposal Rate/Ton	Monthly Rental	Weight	M	T	W	TH	F	S	SU	Container Type	Monthly Charge
1	4 yard	weekly					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		\$ 130.00

New

Requested Service Days

Qty.	Cont. Size	Frequency	Rate Per Haul	Disposal Rate/Ton	Monthly Rental	Weight	M	T	W	TH	F	S	SU	Container Type	Monthly Charge
							<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Prior Service

Qty.	Cont. Size	Frequency	Rate Per Haul	Disposal Rate/Ton	Monthly Rental	Weight	M	T	W	TH	F	S	SU	Container Type	Monthly Charge
							<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Prior Service

Qty.	Cont. Size	Frequency	Rate Per Haul	Disposal Rate/Ton	Monthly Rental	Weight	M	T	W	TH	F	S	SU	Container Type	Monthly Charge
							<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Initial Term 36 Months Total \_\_\_\_\_

Special Comments \_\_\_\_\_

I have fully read and understand the terms and conditions on Pg. 2 of this agreement.

Customer

Authorized Signature: \_\_\_\_\_

Print Name & Title: \_\_\_\_\_

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

Page 1 of 2

GFL Environmental USA Inc. Representative

Authorized Signature: \_\_\_\_\_

Print Name & Title: Alec Kaleyta

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

## SERVICE AGREEMENT (the "Agreement")

### TERMS AND CONDITIONS:

#### I. DUTIES AND RESPONSIBILITIES OF SERVICE PROVIDER:

**A. SERVICE:** Subject to the terms and conditions set out in this Agreement, We will provide You with the Equipment and the Services. We reserve the right to substitute similar Equipment or Services to those specified on the first page of this Agreement as Our business needs dictate, at no additional cost to You. You grant to Us the exclusive right to collect and dispose of Proper Waste Materials at the service locations identified on the first page of this Agreement and You agree to make the payments to Us as provided in this Agreement and on the first page of this Agreement.

**B. CHANGES IN AGREEMENT:** No added terms and conditions or changes to the terms and conditions set out in this Agreement including on the first page of this Agreement made by You will be binding on Us unless expressly accepted in writing by Us. These terms and conditions supersede customer-issued agreements and/or purchase orders. You and We may agree to amend the terms and conditions of this Agreement.

**C. CUSTOMER RELOCATION:** If You relocate to a location within Our service area, We will continue to provide Our Services to You and this Agreement will continue to be a binding obligation on You and Us.

**D. EQUIPMENT:** We will deliver and install the Equipment at a site You designate within Our service area. We will collect and dispose of all Proper Waste Materials deposited by You in the Equipment in accordance with the terms of this Agreement. We will maintain and service the Equipment for use under normal operating conditions.

**E. TITLE:** Title to all Proper Waste Materials including Recyclable Materials will transfer to Us when You place such materials in the Equipment. You will be responsible for all liabilities that relate to all material deposited in our Equipment including any fines or penalties for any material that is not Proper Waste Material including disposal of Hazardous Materials.

**F. DISPOSAL:** We will dispose of Proper Waste Materials in a manner consistent with all applicable laws, regulations and ordinances. Unless otherwise specified on the first page of this Agreement, We will use a disposal facility (landfill, transfer station, etc.) that meets all legal requirements and is most cost effective to Your location as determined by Us.

#### II. DUTIES AND RESPONSIBILITIES OF CUSTOMER:

**A. SERVICE FEE:** You will pay on a monthly basis, the fees and charges for Our Services in accordance with the terms of this Agreement, including adjustments as set out below to the fees and charges set out on the first page of this Agreement or otherwise in this Agreement (the "Service Fees"):

(1) **Sales Tax, Use Tax, Fees and Surcharges.** You will be responsible for any and all sales tax, use tax, fees, surcharges and other charges imposed in connection with the Services provided under or arising out of this Agreement including, without limitation, charges imposed for Proper Waste Materials collection, transportation and disposal. The Service Fees under the Agreement will, at Our option, be increased by the amount of these taxes, fees and surcharges, and You will be responsible for paying such increased amounts.

(2) **Adjustments:** Because disposal, processing and fuel costs are a significant portion of the costs of the Services provided by Us, We may increase the Service Fees We charge You from time to time during the Term to reflect any increase in such costs, plus an appropriate mark-up. We may also adjust the Service Fees we charge You based on other factors, including, without limitation, increases in: landfill fees, the Consumer Price Index, the Transportation Index and/or other similar benchmark indices. Where Our Service Fees include disposal as a component of such Service Fees, disposal rates per ton will be charged at the posted gate rate for disposal at the disposal facility that We utilize plus an appropriate mark-up. You and We agree that the Service Fees are based upon the estimated average weight per cubic yard that is specified on the first page of this Agreement. If the actual weight of the Proper Waste Materials collected from You exceeds the average weight set out on the first page of this Agreement, We may increase the Service Fees We charge You to reflect the actual average weight of the Proper Waste Materials collected. Our Service Fees may be adjusted for other reasons with Your approval.

(3) **Terms:** You agree to pay Us the Service Fees in accordance with the payment terms set out on Our invoices. We reserve the right to charge a late fee in an amount equal to the maximum amount allowed by law for Service Fees not paid in accordance with such terms. In the event any charges You owe Us are required to be collected by or through an attorney, in addition to the principal and interest owing, You will pay an amount equal to the maximum amount allowed by applicable law for attorneys' fees incurred, plus any expenses of litigation.

**B. CARE OF EQUIPMENT:** The Equipment We furnish to You will remain Our sole and exclusive property. You acknowledge that You have care, custody and control of the Equipment and You will be responsible for any loss or damages resulting from possession, use, handling and operation of the Equipment by You or others authorized by You, except for normal wear and tear. You will not overload by weight or volume, or move or alter the Equipment and You will take reasonable precautions to prevent others from doing the same. You will use the Equipment only for its intended purpose. On collection day, You will provide unobstructed access to the Equipment. If the Equipment is inaccessible or overloaded by weight or volume, Your Service will be subject to additional charges. You will provide the access to be used by Us and You warrant that any right of way provided by You for the Equipment and Our vehicles required to perform the Services will be sufficient to bear the weight of the Equipment and Our vehicles. We will not be responsible for damage to Your driving surfaces resulting from the weight of Our vehicles (including after unloading) or Equipment.

**C. INDEMNITY:** We agree to indemnify and hold You harmless from and against any and all claims, demands, actions, fines, penalties, expenses and liabilities (including any reasonable attorneys' fees) ("Losses") incurred by You as a result of bodily injury (including death), property damage, or violation of law, to the extent caused by any negligent act, negligent omission or willful misconduct of Us, which occurs during Our provision of the Services under this Agreement; provided that Our indemnification obligation will not apply to occurrences involving any material deposited in our Equipment other than Proper Waste Materials or involving the negligence or willful misconduct of You, Your employees, representatives and contractors. You agree to indemnify and hold Us harmless from and against any and all Losses incurred by Us arising out of Your breach of this Agreement; the negligent acts omissions or willful misconduct of You, Your employees, representatives or contractors; deposit of any material in the

Equipment other than Proper Waste Materials; and Your use, operation or possession of the Equipment furnished by Us from time to time.

**D. TERM:** This Agreement is entered into on the Contract Effective Date set out on the first page of this Agreement. The term of this Agreement will be 36 months beginning on the Service Start Date set out on the first page of this Agreement. This Agreement will automatically be renewed for successive 36 month terms without further action by You or Us unless canceled by either party in writing sent by certified mail, hand delivery, or nationally recognized overnight express delivery at least 90 days but no more than 180 days, prior to the end of the initial term or any renewal term. We may terminate the Agreement or suspend Our Services immediately if You fail to pay for Services rendered within the payment terms, or if You breach any other term of this Agreement. You will remain liable for monthly fees during suspension of Our Services for non-payment. Upon termination of the Agreement for any reason, We may enter upon Your property and remove the Equipment at any time and You will be responsible for all costs incurred by Us in doing so and disposing of any Proper Waste Materials or other materials in Our Equipment. Repossession of the Equipment may be accomplished without judicial process and without prior notice. If You are not in any breach of any provision of this Agreement, You may terminate the Agreement before the expiration of the Term if You pay us liquidated damages, and not as penalty, a sum equal to the total amount of Service Fees charged to You and all related Recyclable Materials revenues received by Us with respect thereto in the six (6) month period immediately preceding Your request for termination of the Agreement. If a six (6) month period has not been established, liquidated damages will be defined as six (6) times Your expected monthly Service Fees and Our related Recyclable Materials revenues. You and We acknowledge and agree that Our actual damages for an early termination of the Agreement would be impossible to accurately estimate or calculate and the amount stated herein as liquidated damages is a fair and reasonable estimate of the probable loss that We would sustain if You terminate this Agreement early.

**E. FORCE MAJEURE:** We will not be in default for Our failure to perform or delay in performance of the Services caused by events or threats beyond Our reasonable control, whether or not foreseeable, including, but not limited to, strikes, labor trouble, riots, war, imposition of laws or government orders, fires, accident, explosion, storm, earthquake or other natural disaster, acts of war or terrorism, acts of God, the inability to obtain equipment, mechanical or technological malfunction and We shall be excused from performance of the Services during the occurrence of such events.

**III. MISCELLANEOUS:** The provisions of this Agreement will be binding upon and inure to the benefit of You and Us and our respective successors and permitted assigns.

The indemnities contained herein will survive the termination of this Agreement. Signatures to this Agreement are valid whether original, copied, faxed or pdf'd and this Agreement may be signed in counterparts, all of which will constitute one original. This Agreement will be binding on You whether signed by an authorized officer or an agent of You. You may not assign this Agreement or any of Your rights or obligations hereunder without Our prior written consent. For purposes of this Agreement, "assignment" will include sale of more than 50% of Your voting securities, merger, or other assignment by operation of law. Any provision of this Agreement which is unenforceable under applicable law will be ineffective to the extent that it is prohibited or unenforceable without invalidating the remainder or any portion or provision of this Agreement. You and We agree that this Agreement is made and entered into in the State of Michigan and will be construed and controlled under the laws of Michigan. We will not be deemed to have waived any of Our rights or remedies unless the waiver is in writing and signed by Us. No waiver of any term or condition of this Agreement will be binding upon You or US unless in writing signed by the party to be bound. This Agreement supersedes all prior and contemporaneous agreements between You and Us with respect to all matters contained in this Agreement (including, but not limited to, any prior written agreements respecting the Equipment) and this Agreement constitutes the sole and entire agreement between You and Us with respect to the subject matter of this Agreement.

**IV. DEFINITIONS:** The following terms, as used in this Agreement, will have the meanings specified below:

- (a) "Service Provider" means GFL Environmental USA Inc. and includes any affiliate thereof and any subcontractor providing the Services from time to time;
- (b) "You" or "Your" means the customer named on the first page of this Agreement;
- (c) "Equipment" means all containers, stationary and self-contained compactors and other equipment provided to You by Us as specified on the first page of this Agreement;
- (d) "Hazardous Materials" means any substance (no matter the quantity) that is toxic, ignitable, reactive, corrosive, acidic, radioactive, volatile, highly flammable, explosive, biomedical or infectious and that is regulated by any local, State or United States government, and includes any and all materials or substances that are defined as "hazardous waste", "extremely hazardous waste", or a "hazardous substance" pursuant to local, state or Federal law or regulation. Hazardous materials include, but are not restricted to, asbestos, polychlorinated biphenyls (PCB) and petroleum;
- (e) "Proper Waste Materials" or "Waste" means any solid waste material or substance which We can handle and transport without the requirement of a hazardous or toxic waste license or permit and which does not contain Hazardous Materials and includes Recyclable Materials;
- (f) "Recyclable Materials" means material which We determine can be recycled from time to time based on local market conditions;
- (g) "Services" means the type and quantity, if applicable, of services to be provided to You by Us, as specified on the first page of this Agreement, as amended from time to time. Services will include such ancillary services as may be required from time to time such as push/pull out service, container relocation, seasonal restart, installation and removal although not listed on the first page of this Agreement. Such ancillary services will be charged at Our standard rates in effect from time to time; and
- (g) "We", "Us" or "Our" means Service Provider.



## SERVICE AGREEMENT - Quote

## Community Disposal Service

PO Box 190558  
Burton, MI 48519  
810-336-3000 or 248-634-5963

Customer: **Springfield Twp.**  
Bill Address: **12000 Davisburg Rd**  
**Davisburg, MI 48350**

Service Address: **Same**  
**CDS account #**

Contact: **Jerry David**  
Contact: **248-408-1900**  
Email: **jdavid@springfield-twp.us**

**IN CONSIDERATION OF** the matters described below and of the mutual benefits and obligations set forth in this Agreement, the receipt and sufficiency of which consideration is hereby acknowledged, the Client and the Company (individually the "Party" and collectively the "Parties" to this Agreement) agree as follows:

### Services Provided

- The Client hereby agrees to engage the Company to provide the Client with services (the "Services") consisting of **1 -4 yd dumped Every week @ \$95.00 per month. Extra dump fee \$40.00 per dump., No fees or surcharges.**

### Terms of Agreement

- The term of this Agreement will begin on **05-01-2023** and will remain in full force and effect for a period of **three (3)** years, subject to earlier termination as provided in this Agreement. The Term of this Agreement may be extended with the written consent of the Parties.
- In the event Client wishes to terminate this Agreement prior to completion of the Services, the Client may do so by providing 30 days written notice to the Company. Client further agrees to pay Company **three (3)** months liquidated damages should Client wish to terminate Agreement without due cause.

### Compensation

- For the services rendered by the Company as required by this Agreement, the Client will provide compensation (the "Compensation") to the Contractor of a fixed amount of **\$95.00 per month.** **Annual increase will be capped at 10% or the actual rate of inflation whichever is greater. Any increased cost caused by changes in rules or laws by local, state, or national governing bodies may be passed through.**
- The Client will be invoiced **Monthly**, in advance, and all invoices are due within 30 days of receipt.

### Indemnification

- Except to the extent paid in settlement from any applicable insurance policies, and to the extent permitted by applicable law, each Party agrees to indemnify and hold harmless the other Party, and its respective affiliates, officers, agents, employees, and permitted successors and assigns against any and all claims, losses, damages, liabilities, penalties, punitive damages, expenses, reasonable legal fees and costs of any kind or amount whatsoever, which result from or arise out of any act or omission of the indemnifying party, its respective affiliates, officers, agents, employees, and permitted successors and assigns that occurs in connection with this Agreement. This indemnification will survive the termination of the Agreement.

### Assignment

- The Company may voluntarily, or by operation of law, assign or otherwise transfer its obligations under this Agreement without the prior written consent of the Client.

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

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

Company:  
Community Disposal Service

Client:  
\_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

Print name: \_\_\_\_\_

Print name: \_\_\_\_\_

# SPRINGFIELD CHARTER TOWNSHIP

LAURA MOREAU, SUPERVISOR

248-846-6502 | 248-846-6548 FAX



## MEMO

**TO:** Township Board  
**FROM:** Laura Moreau, Supervisor *LM*  
**DATE:** December 1, 2022  
**RE:** Mill Pond Dam Project – Status Update and Agreements with Oakland County & RCOC

### Status Update

Construction is anticipated to begin by early June, starting with the controlled drawdown of the impoundment. The project team currently is working through pre-construction activities with the general contractor, Anglin Civil, including:

- Reviewing/approving construction submittals for the arch culvert structure.
- Conducting preliminary explorations to firmly locate existing utilities within the project area.
- Permitting the roadway work with the Road Commission for Oakland County.
- Developing a habitat relocation plan consistent with DNR protocols for any freshwater mussels found within the impoundment.

Once we have an approved submittal for the culvert structure, the construction schedule will be finalized. Construction drawings were getting wrapped up at our last update meeting on Monday, so I might have additional information in time for the board meeting.

Regarding the \$1 million Dam Risk Reduction Grant application, we received notice on March 31, the anticipated award announcement date, that EGLE needs to delay announcing the final grant awards. The State Administrative Board meets on April 11 and grant awards should be announced shortly after that meeting.

### Amended Maintenance Agreement with Oakland County

As you know, the Township entered into an agreement with Oakland County in 2015 for the maintenance and repair of Mill Pond Dam. This agreement established the 55%-45% split for costs associated with maintaining the dam and by mutual understanding, the same split was followed as we embarked on the feasibility study in 2018, to finally awarding the construction contract last December.

The original agreement does not specifically address dam removal and restoration; therefore, the County suggested that we formalize our understanding through an amendment. Greg Need and I worked on suggested edits to add language to the background and scope to include installation of a culvert and roadway improvements, and to add a Township Contribution paragraph to clarify that

Springfield's 45% contribution shall include the funds available through our Tri-Party Program allocation. Oakland County accepted our edits which are reflected in the attached draft presented for approval.

***Suggested Motion***

***Approve the First Amendment to the Agreement for Mill Pond Dam Maintenance and Repair with Oakland County as presented and authorize the supervisor to sign on behalf of the Charter Township of Springfield.***

**Cost Participation Agreement for Tri-Party Program Road Funding**

As conceptually approved, attached is a draft Tri-Party agreement for the roadway improvements in the Mill Pond Dam project area. RCOC prepared the draft assuming we wished to allocate 2024 program year funds to maintain our original additional contribution of \$130,000. If we agree to include 2024 Tri-Party funds for this project, we will have access to funds through 2023 but will need to invoice the County and RCOC for reimbursement of their share of the 2024 funds next year. Because we have no other planned Tri-Party projects in mind, I suggest that we take advantage of the future allocation and approve the agreement as presented.

***Suggested Motion***

***Approve the Cost Participation Agreement for construction on Davisburg Road in the Mill Pond Dam project area, Tri-Party Project No. 56681, as presented.***

**FIRST AMENDMENT**  
**TO THE AGREEMENT FOR MILL POND DAM MAINTENANCE AND REPAIR**  
**BETWEEN**  
**OAKLAND COUNTY AND CHARTER TOWNSHIP OF SPRINGFIELD**

This First Amendment (1st Amendment) is entered on \_\_\_\_\_, between the County of Oakland, 1200 North Telegraph Road, Pontiac, Michigan 48341, by and through its statutory agent the Oakland County Parks and Recreation Commission ("OCPRC") and the Charter Township of Springfield, 12000 Davisburg Road, Davisburg, MI 48350 ("Township").

**BACKGROUND**

- A. The Parties entered into an Agreement on July 16, 2015 ("Original Agreement") to delineate the duties and responsibilities between the Parties with respect to service, maintenance, and repair of the Dam (as defined in the Original Agreement). The Original Agreement and this 1<sup>st</sup> Amendment shall be collectively referred to as the "Agreement."
- B. Based on previous studies and inspections indicating a need for significant investment into the Dam, in late 2018, OCPRC commissioned a feasibility study for a recommendation regarding whether to replace or remove the Dam.
- C. In July 2019, both OCPRC and the Township conceptually approved Dam removal and restoration of the real property adjacent to and surrounding the Dam ("Restoration").
- D. Since July 2019, through a committee comprised of members from OCPRC and the Township and with the assistance of outside contractors, the following has been completed regarding Dam removal and Restoration: (1) preliminary design, (2) engineering, (3) grant writing, (4) public outreach, (5) conceptual design, and (6) selection of a contractor to perform Dam removal, Restoration, installation of a culvert, and roadway improvements .
- E. The Original Agreement does not address the Dam removal and Restoration. Thus, at this time, the Parties desire to amend the Original Agreement to include Dam removal and Restoration.
- F. In consideration of the mutual covenants and benefits contained herein, the Parties agree as follows:

**1<sup>st</sup> AMENDMENT**

**§1. Incorporation of Background Paragraph.** All paragraphs contained in the "Background" Section of 1<sup>st</sup> Amendment are incorporated herein.

**§2. Removal of Dam and Restoration of the Surrounding Real Property.**

- 2.1. The scope and the delineation of duties and responsibilities of the Original Agreement shall be expanded to include Dam removal, Restoration, installation of a culvert, and roadway improvements. Accordingly, all provisions of the Original Agreement where the phrase "service, maintenance, and repair of the Dam" is used, shall be amended to state: "service, maintenance, and repair of the Dam; Dam removal; restoration of the real property adjacent to and surrounding the Dam; installation of a culvert; and roadway improvements."

2.2. The Parties acknowledge and agree that they collaborated and reached a consensus regarding the Dam removal and Restoration pursuant Section 3.2 of the Original Agreement. The scope and description of work for the Dam removal and Restoration is set forth in Oakland County Contract Number 010068 (Davisburg Dam—Removal MI).

- §3. Completion of Dam Removal and Restoration.** Upon completion of the Dam removal and Restoration, as described in Oakland County Contract Number 010068 (Davisburg Dam—Removal MI), OCPRC shall retain a survey consultant to redraw the real property boundary lines consistent with the conceptual drawings contained in Attachment A. The survey shall also include an easement from the Township to OCPRC to allow OCPRC access to its property north of the railroad tracks. Attachment A is incorporated in this Amendment. The Parties shall convey the real property as depicted and described in the survey required by this Section pursuant to a warranty deed, vesting fee simple title in the other Party. The easement shall be conveyed pursuant to an easement agreement.
- §4. Township Contribution.** The Parties acknowledge that certain funds consisting of funds allocated to the Township from the Road Commission for Oakland County's ("RCOC") Tri-Party Program, as well as other funds/services being provided by RCOC, shall be a part of the Township's required forty-five percent (45%) contribution as set forth in the Original Agreement
- §5. Termination.** Neither Party may terminate this Agreement pursuant to Section 8 of the Original Agreement until all the deeds and easement agreement required by Section 3 of 1<sup>st</sup> Amendment are recorded.
- §6. Expiration of Agreement.** This Agreement shall automatically expire, without further action of the Parties, on the date all the deeds and easement agreement required by Section 3 of 1<sup>st</sup> Amendment are recorded. The County shall also file an affidavit in the Oakland County Register of Deeds to nullify the affidavit recorded at Liber 46563, Page 797 in the Oakland County Register of Deeds.
- §7. Continuation of Agreement Terms and Conditions.** All other terms and conditions of the Original Agreement shall continue with full force and effect, except as modified herein.
- §8. Entire Agreement.** The Original Agreement and 1<sup>st</sup> Amendment constitute the entire agreement and understanding between OCPRC and the Township and supersede all other prior oral or written understandings, communications, or agreements between OCPRC and the Township.



**THE COUNTY OF OAKLAND:**

\_\_\_\_\_  
David T. Woodward, Chairperson,  
Oakland County Board of Commissioners

\_\_\_\_\_  
Date

**THE CHARTER TOWNSHIP OF SPRINGFIELD:**

\_\_\_\_\_  
By:

\_\_\_\_\_  
Date

## **COST PARTICIPATION AGREEMENT**

### **CONSTRUCTION**

Davisburg Road

Over Mill Pond

Charter Township of Springfield

Board Project No. 56681

This Agreement, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2023, by and between the Board of County Road Commissioners of the County of Oakland, Michigan, hereinafter referred to as the BOARD, and the Charter Township of Springfield, hereinafter referred to as SPRINGFIELD, provides as follows:

WHEREAS, the BOARD and SPRINGFIELD have programmed the various road improvements as part of the dam replacement, described in Exhibit "A", attached hereto and made a part hereof, which improvements involve roads under the jurisdiction of the BOARD and within SPRINGFIELD, which improvements are hereinafter referred to as the PROJECT; and

WHEREAS, the estimated total cost of the PROJECT is \$831,269; and

WHEREAS, said PROJECT involves certain designated and approved Tri-Party Program funding in the amount of \$497,050 which amount shall be paid through equal contributions by the BOARD, SPRINGFIELD, and the Oakland County Board of Commissioners, hereinafter referred to as the COUNTY; and

WHEREAS, the BOARD and SPRINGFIELD have reached a mutual understanding regarding the cost sharing of the PROJECT and wish to commit that understanding to writing in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants set forth herein and in conformity with applicable law, it is hereby agreed between SPRINGFIELD and the BOARD that:

1. SPRINGFIELD shall forthwith undertake and complete the PROJECT, as above described, under Road Commission for Oakland County permit; and shall perform

or cause to be performed all CONSTRUCTION engineering services and administration in reference thereto.

2. The actual total cost of the PROJECT shall include construction engineering and total payments to the contractor.
3. SPRINGFIELD shall comply with the provisions as set forth in Exhibit "B" attached hereto.
4. SPRINGFIELD shall comply with the liability and insurance requirements as set forth in Exhibit "C" attached hereto.
5. The estimated total PROJECT cost of \$831, 269 shall be allocated in the following order:
  - a. Tri-Party Program in the amount of \$497,050.

The Tri-Party program is allocated through fiscal year 2024. The breakdown includes \$397,133 of Tri-Party Program funding through fiscal year 2023. The remaining balance of \$99,917 will be deducted over an estimated Tri-Party Program yearly budget amount of \$101,925 through fiscal year 2024.

- b. SPRINGFIELD shall contribute \$130,000 toward the PROJECT.
- c. The BOARD shall contribute \$139,219 towards the PROJECT.
- d. The BOARD shall contribute and perform all construction engineering, estimated in the amount of \$65,000.
- e. SPRINGFIELD agrees that any construction PROJECT costs above the Tri-Party Program funding of \$497,050 and contributions of \$130,000 and \$139,219 will be funded first with any available Tri-Party Program Funds. If no Tri-Party Program Funds are available, any construction PROJECT costs above the \$766,269 construction costs will be funded 100% by SPRINGFIELD.

6. Upon execution of this agreement, SPRINGFIELD shall submit two invoices to the BOARD:

- a. The first invoice shall be payable by the BOARD in the amount of \$271,596 (being 100% of the BOARD's Tri-Party contribution of \$132,377 and 100% of the BOARD'S additional contribution of \$139,219).
- b. The second invoice shall be payable by the COUNTY in the amount of \$132,378 (being 100% of the COUNTY'S Tri-Party contribution).
- c. The invoices shall be sent to:

Laura Luebbert, Engineering Aide  
Programming Division  
Road Commission for Oakland County  
31001 Lahser Road  
Beverly Hills, MI 48025

7. After February 1, 2024, SPRINGFIELD shall submit two invoices to the BOARD:

- a. The first invoice shall be payable by the BOARD in the amount of \$33,305 (being 100% of the BOARD'S Tri-Party Program funding).
- b. The second invoice shall be payable by the COUNTY in the amount of \$33,306 (being 100% of the COUNTY'S Tri-Party Program funding).
- c. The invoices shall be sent to:

Laura Luebbert, Engineering Aide  
Programming Division  
Road Commission for Oakland County  
31001 Lahser Road  
Beverly Hills, MI 48025

8. Within 90 days of completion of the PROJECT, SPRINGFIELD shall submit to the BOARD the following:
  - a. A cover letter originated by SPRINGFIELD certifying that the PROJECT is now complete.
  - b. A copy of the FINAL payment estimate paid to the contractor.
  - c. One copy of the complete set of the as-built construction plans containing the adjusted quantities of the PROJECT.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and date first written above.

BOARD OF ROAD COMMISSIONERS OF THE  
COUNTY OF OAKLAND  
A Public Body Corporate

By \_\_\_\_\_

Its \_\_\_\_\_

CHARTER TOWNSHIP OF SPRINGFIELD

By \_\_\_\_\_

Its \_\_\_\_\_

**EXHIBIT A**  
**TRI-PARTY PROGRAM**  
Davisburg Road  
Over Mill Pond  
Charter Township of Springfield  
Board Project No. 56681

---

Various road improvements as part of the dam replacement.

<b>ESTIMATED PROJECT COST</b>
-------------------------------

Construction Engineering	\$65,000
Contractor Payments	<u>\$766,269</u>
Total Estimated Project Cost	<u><u><b>\$831,269</b></u></u>

<b>COST PARTICIPATION BREAKDOWN</b>
-------------------------------------

	SPRINGFIELD	COUNTY	BOARD	TOTAL
TRI-PARTY PROGRAM	\$165,684	\$165,684	\$165,682	\$497,050
Construction Engineering	\$0	\$0	\$65,000	\$65,000
Contribution	\$130,000	\$0	\$139,219	\$269,219
TOTAL	\$295,684	\$165,684	\$369,901	<b>\$831,269</b>



## **Exhibit B PROVISIONS**

**Bidding:** SPRINGFIELD shall select the contractor for its share of the work, on a competitive basis by advertising for sealed bids in accordance with its established practices.

**Bonds – Insurance:** SPRINGFIELD shall require the contractor provide payment and performance bonds for the PROJECT; said bonds to be in compliance with the provisions of 1963 PA 213 as amended, compiled at MCL 129.201, et seq.

Further, SPRINGFIELD shall require the contractor to provide insurance naming the Road Commission for Oakland County as additional named insured's. Coverage's shall be substantial as set forth in Exhibit "C", attached hereto.

**Records:** The parties shall keep records of their expenses regarding the PROJECT in accordance with generally accepted accounting procedures, and shall make said records available to the other during business hours upon request giving reasonable notice. Such records shall be kept for three (3) years from final payment.

Final costs shall be allocated after audit of the records and adjustments in payments shall be invoiced and paid within thirty (30) days thereafter.

**EEO:** SPRINGFIELD shall require its contractor to specifically agree that it will comply with any and all applicable State, Federal, and Local statutes ordinances, and regulations, and with RCOC regulations during performance of the SERVICES and will require compliance of all subcontractors and subconsultants.

In accordance with Michigan 1976 PA 453, SPRINGFIELD hereto agrees not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, because of race, color, religion, national origin, age, sex, height, weight or marital status. Further, in accordance with Michigan 1976 PA No. 220, as amended, the parties hereby agree not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment, because of a disability that is unrelated to the individual's ability to perform the duties of a particular job or position.

The COMMUNITY further agrees that it will require all subconsultants and subcontractors for this PROJECT comply with this provision.

**Governmental Function, Scope:** It is declared that the work performed under this AGREEMENT is a governmental function. It is the intention of the parties hereto that this AGREEMENT shall not be construed to waive the defense of governmental immunity held by the RCOC, and SPRINGFIELD.

**Third Parties:** This AGREEMENT is not for the benefit of any third party.

**EXHIBIT C**  
**LIABILITY AND INSURANCE REQUIREMENTS**

Hold Harmless Agreement: The Contractor shall hold harmless, represent, defend and indemnify the Board of County Road Commissioners of Oakland County, the Road Commission for Oakland County, its officers and employees; the County of Oakland; the Water Resources Drain Commissioner and relevant drainage district(s), if applicable; the Michigan State Transportation Commission; the Michigan Department of Transportation; and the local unit(s) of government, within which the Project is located against all claims for damages to public or private property, for injuries to persons, or for other claims arising out of the performance or non-performance of the contracted work, whether during the progress or after the completion thereof.

Insurance Coverage: The Contractor, prior to execution of the contract, shall file with the Road Commission for Oakland County, copies of complete certificates of insurance as evidence that he carries adequate insurance satisfactory to the Board. Insurance coverage shall be provided in accordance with the following:

- a. Workmen's Compensation Insurance: To provide protection for the Contractor's employees, to the statutory limits of the State of Michigan and \$500,000 employer's liability. The indemnification obligation under this section shall not be limited in any ways by any limitation on the amount or type of damages, compensation or benefits payable by or for the Contractor under worker's disability compensation coverage established by law.
- b. Bodily Injury and Property Damage Other than Automobile: To afford protection against all claims for damages to public or private property, and injuries to persons arising out of and during the progress and to the completion of the work, and with respect to product and completed operations for one year after completion of the work.

1.	Bodily Injury Liability	or:	Single Limit: Bodily Injury and Property Damage
	Each Person: \$1,000,000		Each Occurrence: \$1,000,000
	Each Occurrence \$1,000,000		Aggregate: \$2,000,000
	Aggregate \$2,000,000		

Property Damage Liability:

Each Occurrence:	\$250,000
Aggregate:	\$250,000

Such insurance shall include: 1) explosion, collapse, and underground damage hazards (x,c,u), which shall include, but not be limited to coverage for (a) underground damage to facilities due to drilling and excavating with mechanical equipment; and (b) collapse or structural injury to structures due to blasting or explosion, excavation, tunneling, pile driving, cofferdam work, or building moving or demolition; (2) products and completed operations; (3) contractual liability; and (4) independent contractors coverage.

2. Bodily Injury Liability and Property Damage Liability - Automobiles (Comprehensive Auto Liability). The minimum limits of bodily injury liability and property damage liability shall be:

Bodily Injury Liability	or	Single Limit: Bodily Injury and Property Damage Liability
Each Person	\$500,000	Each Occurrence: \$2,000,000
Each Occurrence	\$1,000,000	

Property Damage Liability:  
Each Occurrence: \$1,000,000

Such insurance shall include coverage for all owned, hired, and non-owned vehicles.

- c. Excess and Umbrellas Insurance – The Contractor may substitute corresponding excess and/or umbrella liability insurance for a portion of the above listed requirements in order to meet the specified minimum limits of liability.
- d. The Contractor shall provide for and on behalf of the Road Commission for Oakland County and all agencies specified by the Road Commission, as their interest may appear, Owner's Protective Public Liability Insurance. Such insurance shall provide coverage and limits the same as the Contractor's Public Liability Insurance.
- e. Notice – The Contractor shall not cancel, renew, or non-renew the coverage of any insurance required by this Section without providing 30 day prior written notice to the Road Commission for Oakland County. All such insurance shall include an endorsement whereby the insurer shall agree to notify the Road Commission for Oakland County immediately of any reduction by the Contractor. The Contractor shall cease operations on the occurrence of any such cancellation or reduction, and shall not resume operations until new insurance is in force. If the Contractor cannot secure the required insurance within 30 days, the Board reserves the right to terminate the Contract.
- f. Reports – The Contractor or his insurance carrier shall immediately report all claims received which relate to the Contract, and shall also report claims investigations made, and disposition of claims to the County Highway Engineer.

EXHIBIT C PAGE 2

# **Standby Generator Proposal Overview**

Included with this document set you will find:

1. Standby generator proposal overview provided by Trustee Whitley
2. AEW Engineering Proposal for Engineering Services dated April 4, 2023 for this proposed project
3. Original AEW Engineering Proposal dated May 5, 2022
4. Original quote from Don's Electric dated October 1, 2021
5. Generator sizing analysis by Trustee Whitley\*

\*Note that the generator sizing analysis provided by Trustee Whitley is for reference only, and is not professional engineering work product. The professional engineering analysis will be provided by AEW.

# **Standby Generator Proposal Overview**

First word of the day: LEADTIME

- Typical leadtime for generators, and associated transfer switch equipment, is 9 to 12 months in today's market

May 5, 2022 AEW Engineering Services Proposal was received for a standby generator, based on generator quote provided by Don's Electric on October 1, 2021, for 250 kW generator

- There was concern with the proposed capacity being undersized for entire building
- Proposed location was adjacent to building, next to existing transformer at west wall
- There was insufficient information for AEW to conduct full engineering study
  - Lacked actual whole-building power demand data

March 2023 Trustee Whitley reviewed the initial proposal

- Analyzed Nameplate criteria for air conditioning power demand
- Analyzed winter power demand
- Reviewed existing actual power demand as logged by facilities manager to determine summer load
- Concluded higher capacity was required than the May 2022 proposal
  - Likely in 450 kW to 500 kW range
  - Pricing information on industrial generators is not publicly available, but price is expected to be substantially greater than original proposal of October 2021
- Reviewed physical size of generator system
  - It is the size of a full-sized tradesman's van – but 3 feet taller
- Noted concerns with proposed location adjacent to building
  - Noise
  - Vibration
  - Screening
- Reviewed potential alternate site locations with Supervisor Moreau
  - North of building – concerns: septic tanks, lift pumps, stormwater drains
    - Construction disruption to entire lower level office area
  - Adjacent to west wall – concerns: size, appearance, noise & vibration into building
  - Adjacent to pumphouse – subject to confirmation of location of fire suppression water tank

March 28, 2023 – Supervisor Moreau, Trustee Whitley, and facilities manager Jerry David met with AEW and electrical sub-consultant (PBA – Peter Basso and Associates)

- Reviewed Trustee Whitley's analysis
  - Initial impression – shared concern for capacity of original proposal
- Walked premises to review potential locations
  - Agreed pumphouse area is best area

April 4, 2023 - AEW provided new design study proposal

- Critical factors identified
  - Existing actual demand data
  - Utility energy consumption history to be analyzed
  - Analyze natural gas service capacity
  - Confirm fire suppression water tank location
  - Existing fire suppression generator remains in autonomous service
- AEW / PBA Engineering study to determine
  - Required generator capacity for whole-building load
  - Optimum location for generator
  - Integration with existing electrical and fire suppression systems
  - Construction / installation requirements

April 6, 2023 - Trustee Whitley spoke with Mike Smith of AEW to understand change in costs for quote for engineering study compared to May 2022 proposal

- Driven primarily by change in PBA costs
  - Improved understanding of requirements and complexity a significant factor
- Economics also a factor

Closing word of the day: LEADTIME

Delivery of generator and associated transfer switch equipment is likely one year from the time the order is placed, following conclusion of AEW engineering study

**Recommended Motion: Authorize the Supervisor to approve the proposal for AEW Professional Services for the engineering study for whole-building standby generator for the Civic Center, per AEW proposal dated April 4, 2023, not to exceed \$41,100, to be split 50% to police capital outlay and 50% to ARPA fund.**



**ANDERSON, ECKSTEIN & WESTRICK, INC.**

CIVIL ENGINEERS - SURVEYORS - ARCHITECTS

Shelby Township - Roseville - Livonia  
586.726.1234 | [www.aewinc.com](http://www.aewinc.com)

April 4, 2023

Laura Moreau, Supervisor  
Springfield Township  
12000 Davisburg Road  
Davisburg, Michigan 48350

**Reference: Proposal for Professional Services**  
Civic Center Stand-By Generator

Dear Ms. Moreau:

Thank you for considering our firm for providing professional engineering services on the project referenced above.

**Understanding of the Project**

Springfield Township wishes to install a new natural gas standby generator system at the Township Civic Center. The Civic Center is a 30,000 sft facility that includes office spaces, meeting rooms, library and the future Oakland County Sheriff Sub-Station.

AEW in conjunction with our sub-consultant Peter Basso and Associates, Inc. (PBA), will provide mechanical, electrical, and civil engineering design and contract administration services to complete the project.

**Services to be Provided**

Based upon our discussions and site walk with the Township staff, we propose to furnish the following services:

**Design Services:**

- Kick off meeting with the Township.
- Review prior utility bills and meter data for sizing calculations.
- Size generator to provide full building backup.
- Size a concrete pad to fit the generator and prepare a plan detail.
- Mechanical Engineering for sizing the natural gas fuel line.
- Electrical Engineering for standby generator specification and design, and distribution system modifications to accommodate the generator installation.
- Coordination of new natural gas service with utility company.





Laura Moreau, Supervisor

April 4, 2023

Page 2

- Prepare 50% construction document submittal including plans, details and specifications as necessary and meet with the Township to review.
- Prepare 100% construction document submittal for bidding, permits and construction to include plans, details and specifications as a single issuance.

Assumptions Made for Design:

- We assume the emergency egress lighting will not be serviced by the new generator. We anticipate that the existing emergency lighting system is supplied by local unit battery ballasts and will continue to satisfy the code required emergency lighting.
- We understand that there is an existing generator dedicated to the fire pump, pump house loads, sump pump, and well and we anticipate that to remain. There will be some integration required between the new and existing generators to add controls (re-transfer inhibit while the new generator is running) for the transfer switches that feed the well pump and sump pump equipment.
- The generator location will be selected during design for feasibility and discussed with the Township for approval.

**Bidding and Construction Administration Service:**

- Pre-Bid Meeting.
- Respond to bidder requests for information during the bid process.
- Bid evaluation including post bid interviews.
- Review submittals and shop drawings for equipment and systems.
- Process payment requests and any necessary change orders.
- Prepare a final punch list.

**Additional Services Available**

The following services are available but not included in this proposal.

- Construction observation
- Construction administration and draw request approvals
- Construction staking
- As-built field work and plan preparation
- Relocation or extension of electrical, telephone or gas lines or services



Laura Moreau, Supervisor

April 4, 2023

Page 3

- Electrical Metering
- Topographical Survey

### **Services Not Provided**

Material testing, environmental testing, geotechnical investigations, and wetlands delineation are outside the scope of services that AEW can provide. We will gladly coordinate these services when requested, to be performed by outside consultants.

### **Responsibilities of the Client**

- Assignment of a single Project Manager to serve as a liaison between AEW and PBA.
- Operational personnel to be present during kick off meeting site walk.
- Architectural, structural, mechanical, electrical and plumbing drawings of the existing site and building.
- Daily on-site field observation of the construction process.
- Provide last 4 years of electric utility bills for load assessment purposes.

### **Fee for Professional Services**

The above described services will be performed for a lump sum fees as follows:

1) Design Services:	\$31,300.00
2) Bidding and Construction Administration Services:	\$9,800.00
<b>Total Lump Sum Fee:</b>	<b>\$41,100.00</b>

Any additional services will be provided on an hourly basis according to our rate schedule effective for the period in which the work is performed. This proposal does not include revisions to the plans due to changes in the project presented by the Client or his representative once engineering work has begun.

### **Opinions of Probable Cost**

Opinions of probable construction cost provided represent AEW's best judgment as a design professional familiar with the industry. However, it is recognized that AEW has no control over the cost of labor, materials, equipment or services provided by others, or over the contractor's methods of determining prices, or over competitive bidding or market conditions. Therefore, AEW does not





Laura Moreau, Supervisor

April 4, 2023

Page 4

guarantee that proposals, bids, or actual construction cost will not vary from the opinions of probable cost prepared in any manner by our firm.

### **Execution of the Agreement**

We trust that this proposal meets your needs. Please advise if any modifications or clarifications are required. When you are prepared to authorize us to proceed, please sign, date, and return one copy of this agreement with original signatures for our use.

We appreciate the opportunity to work with you on this project. If you have any questions or require additional information please call me.

Sincerely,

**Anderson, Eckstein and Westrick, Inc.**

Accepted By

Michael D. Smith, P.E.  
Project Manager

\_\_\_\_\_  
Signature

Stephen V. Pangori, P.E.  
President

\_\_\_\_\_  
Printed Name, Title

\_\_\_\_\_  
Date

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**ANDERSON, ECKSTEIN & WESTRICK, INC.**  
**CIVIL ENGINEERS - SURVEYORS - ARCHITECTS**

51301 Schoenherr Road, Shelby Township, MI 48315  
586.726.1234 | [www.aewinc.com](http://www.aewinc.com)

May 5, 2022

Laura Moreau, Supervisor  
Springfield Township  
12000 Davisburg Road  
Davisburg, Michigan 48350

**Reference:** **Proposal for Professional Services**  
Civic Center Stand-By Generator

Dear Ms. Moreau:

Thank you for considering our firm for providing professional engineering services on the project referenced above.

**Understanding of the Project**

Springfield Township wishes to install a new natural gas standby generator system at the Township Civic Center. The Civic Center is a 30,000 sft facility that includes office spaces, meeting rooms, library and the future Oakland County Sheriff Sub-Station.

Springfield Township had previously received a quotation from a local contractor to add a 250KW generator. AEW was requested to review the information and prepare contract documents for the generator project. Upon review of the information, no sizing criteria was provided to the Township. Without the sizing criteria for the generator we cannot certify the selected generator is correct; therefore, we propose to review the utility data and size the generator as necessary. AEW in conjunction with our sub-consultant Peter Basso and Associates, Inc. (PBA), will provide mechanical, electrical and civil engineering design and contract administration services to complete the project.

**Services to be Provided**

Based upon our discussions with the Township Supervisor and Facilities Manager, we propose to furnish the following services:

**Design Services:**

- Kick off meeting with the Township including site walk to observe layout and operations of existing systems and gather major HVAC equipment nameplate data to verify the generator rating necessary for full building backup.
- Review prior utility bills and meter data for sizing calculations.
- Size generator to provide full building backup.
- Size a concrete pad accordingly with the generator size.
- Mechanical Engineering for sizing the natural gas fuel line.





Laura Moreau, Supervisor  
May 5, 2022  
Page 2

- Electrical Engineering for standby generator specification and design, and distribution system modifications to accommodate the generator installation.
- Retaining wall design based on current location selected in prior generator quote.
- Coordination of new natural gas service with utility company.
- Prepare 50% construction documents including plans, details and specifications as necessary and meet with the Township to review.
- Prepare final documents for bidding, permits and construction to include plans, details and specifications as a single issuance.

Assumptions Made for Design:

- We assume the emergency egress lighting will not be serviced by the new generator. We anticipate that the existing emergency lighting system is supplied by local unit battery ballasts and will continue to satisfy the code required emergency lighting.
- We assume the building fire suppression system will continue to operate with the existing stand-by generator and will not need to be added to the new generator load.
- The generator location selected in the prior quote obtained by others is located near the existing electrical transformer. This area will be evaluated during design for feasibility and discussed with the Township accordingly. AEW has existing topographical data of this area from a prior project. This data will be used if the generator will be placed in this area.

**Bidding and Construction Administration Service:**

- Pre-Bid Meeting with bidders.
- Respond to bidder requests for information during the bid process.
- Bid evaluation including post bid interviews.
- Review submittals and shop drawings for equipment and systems.
- Process payment requests and any necessary change orders.
- Prepare a final punch list.

**Additional Services Available**

The following services are available but not included in this proposal.

- Construction observation
- Construction staking
- As-built field work and plan preparation
- Electrical Metering
- Additional Topographical Data



Laura Moreau, Supervisor  
May 5, 2022  
Page 3

### Services Not Provided

Geotechnical Investigations, and Material Testing are outside the scope of services that AEW can provide. We will gladly coordinate these services when requested, to be performed by outside consultants as selected by the Client.

### Responsibilities of the Client

- Assignment of a single Project Manager to serve as a liaison between AEW and PBA.
- Operational personnel to be present during kick off meeting site walk.
- Architectural, structural, mechanical and electrical drawings of the existing site and building.
- Daily on-site field observation of the construction process.
- Provide last 4 years of electric utility bills for load assessment purposes.

### Fee for Professional Services

The above described services will be performed for a lump sum fees as follows:

1) Design Services:	\$26,300.00*
2) Bidding and Construction Administration Services:	\$12,000.00
<b>Total Lump Sum Fee:</b>	<b>\$38,300.00</b>

\*If determined the retaining wall is not necessary, the Design Service Fee will be reduced by \$1,800.00.

Any additional services will be provided on an hourly basis according to our rate schedule effective for the period in which the work is performed. This proposal does not include revisions to the plans due to changes in the project presented by the Client or his representative once engineering work has begun.

### Opinions of Probable Cost

Opinions of probable construction cost provided represent AEW's best judgment as a design professional familiar with the industry. However, it is recognized that AEW has no control over the cost of labor, materials, equipment or services provided by others, or over the contractor's methods of determining prices, or over competitive bidding or market conditions. Therefore, AEW does not guarantee that proposals, bids, or actual construction cost will not vary from the opinions of probable cost prepared in any manner by our firm.





Laura Moreau, Supervisor  
May 5, 2022  
Page 4

### Execution of the Agreement

We trust that this proposal meets your needs. Please advise if any modifications or clarifications are required. When you are prepared to authorize us to proceed, please sign, date, and return one copy of this agreement with original signatures for our use.

We appreciate the opportunity to work with you on this project. If you have any questions or require additional information please call me.

Sincerely,

Anderson, Eckstein and Westrick, Inc.:

Accepted By:

\_\_\_\_\_  
Michael D. Smith, P.E.  
Project Manager

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Stephen V. Pangori, P.E.  
President

\_\_\_\_\_  
Printed Name, Title

\_\_\_\_\_  
Date

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10891 Dixie Highway  
Davisburg, MI 48350

RECEIVED

OCT 01 2021

SPRINGFIELD TOWNSHIP

10/11/2021

PROPOSAL

DATE

10/1/2021

GENERAC®

SIEMENS

EATON

Cutler-Hammer

CUSTOMER INFO:

SPRINGFIELD CHARTER TOWNSHIP  
12000 DAVISBURG RD.  
DAVISBURG, MI 48350

P.O. NO.

PROJECT

250kw diesel

DESCRIPTION

TOTAL

Installation of 250kw diesel standby generator with retaining wall and concrete pad. This unit will run entire building. *NG*

- 1 - 250kw diesel standby generator with level 1 enclosure (factory 2 year warranty included)
- 1 - 1200 amp automatic transfer switch
- 1 - 2" gas line
- 1 - retaining wall
- 1 - concrete pad
- 1 - control and power wiring
- 1 - battery
- start up and product registration
- complete labor, material and installation
- Michigan Sales tax

210,000.00  
0.00

PAYMENT IS DUE IN FULL UPON COMPLETION.

TOTAL

\$210,000.00

SIGNATURE \_\_\_\_\_

Phone #

248-394-2151

Web Site

www.donselectric.us

Nameplate -- AC Equipment								
Eqpt	Qty	Phase	FLA	RLA	Total Amps	Voltage	kVA	
Compressor	3	3		24.3	73	460	58	
Compressor	3	3		27.2	82	460	65	
Condenser	4	3	4.8		19	460	15	
Evaporator	1	3	65		65	460	52	
Power Exh	1	3	27		27	460	21	
Total					266		211	

Typical Winter Load							
	P1	P2	P3	Total	Voltage	kVA	
* observed data typ >>	60	70	60	190	500	164	

\* not include water pump or septic lift pump / intermittent loads

\* incl air handling eqpt 3ph, 50 hp, 39a, 27 kVA; likely less than full load

Typical Winter Load + Nameplate AC Load							
					456		376

\* not include water pump or septic lift pump / intermittent loads

\* incl air handling eqpt 3ph, 50 hp, 39a, 27 kVA; likely less than full load

Max Recorded Load							
July 26, 2021 87 deg F Dew Point 54 ~ 68 WB at Pontiac Airport							
* 4:15 pm	P1	P2	P3	Amps	Voltage	kVA	
* observed data >>	200	240	200	640	495	548	

\*\* do not know discharge temp or building air temp

calc PF = .86

Michigan HVAC Design Criteria							
87 @ 72 WB	<< pretty close to conditions on 26jl21						

Note: Recorded loads are empirical data, but are anecdotal observations. Building not equipped with max-meters or data loggers.

Generator Capacity			
based on Generac for comparison purposes		kW	Amps      kVA @ .8 PF
Requirement Rated AC + Typical Winter Load	if PF = .8 >>	301	456      376
Requirement *Max Obs* - (actual PF unknown)	if PF = .8 >>	438	640      548
* doesn't consider starting loads			
Proposed 250 kW Generator - Generac SG250 (L6 14.2L)		250	376      313
Generac SG300 (L6 14.2L)		300	452      375
Generac SG350 (V12 21.9L)	meets nameplate + winter req'ment	350	527      438
Generac SG400 (V12 21.9L)		400	602      500
Generac SG450 (V12 21.9L)	close to line-on-line to obs req'ment	450	677      563
Generac SG500 (V12 <b>25.8L</b> )	**req'd for building expansion	500	753      625

	amps	kVA	
450 kW	106%	103%	vs obs req'ment
500 kW	118%	114%	vs obs req'ment
450 vs 500 kW	111%	111%	500 vs 450 kW

Generator Dimensions (ft)							
	Sound Encl	L	W	H	Wt Steel	Wt Alum	dB
250 kW L6 14.2L	2	15.1	4.8	9.3	8632	7247	
300 kW L6 14.2L	2	15.1	4.8	9.3	9188	7870	
350 kW V12 21.9L	2	17.3	5.9	9.5	12185	10330	
400 kW V12 21.9L	2	17.3	5.9	9.5	12185	10330	
450 kW V12 21.9L	2	17.3	5.9	9.5	12185	10330	
500 kW V12 25.8L	2	20.6	5.9	9.5	12936	11274	
Full Size Van		20.3	6.6	7.0	(GMC Ext Wheelbase)		

Fuel Requirements - max load			
* need to confirm gas service capacity	scfh	fuel cons @ max scfh/kW	relative fuel consumption
Proposed 250 kW Generator - Generac SG250 (L6 14.2L)	3180	12.7	14%
Generac SG300 (L6 14.2L)	3420	11.4	2%
Generac SG350 (V12 21.9L)	4140	11.8	6%
Generac SG400 (V12 21.9L)	4620	11.6	3%
Generac SG450 (V12 21.9L)	5040	11.2	0%
Generac SG500 (V12 <b>25.8L</b> )	5862	11.7	5%
Heating System Nameplate	1,750,000 btu/hr	1688	cuft=btu/1037

## Competitive Products

3 major players in industrial generators (among many)

Generac dominates the natural gas market

Generac manufactures their own natural gas engines

purchase diesel engines from European manufacturers in industrial range

Caterpillar and Cummins dominate the diesel market

Caterpillar DG450 uses Generac V12 21.9L natural gas engine

Caterpillar DG500 uses Cat C18 base engine w NG SI

Cummins manufactures their own diesel engines

Cummins manufactures their own natural gas engines

Selection process should consider USA vs offshore engine supplier

Significant variation in specific fuel consumption between manufacturers

## Opinion

I have significant concerns with proposal to locate generator close to building

- \* given the dimensions of generator it will be difficult to screen
- \* pad will be at least 18 feet wide for service access (6 feet clear area each side)
- \* concern with stability of backfilled soil under machinery of this mass  
11,000 pound soil compactor
- \* concern with seismic input into building via adjacent wall and via foundation
- \* no data available on sound level, critical factor if close to building  
3 levels of sound enclosure available, need to study attenuation data
- \* concern for potential fire hazard in the event of catastrophic failure
- \* there is a reason most standby generators are located at a distance from buildings

## Why not a diesel generator?

### Standby Fuel Required for 4 days operation

0.35 lb/hp-hr -- typical diesel bsfc  
7.1 lb/gal diesel  
0.141 gal/lb diesel  
0.049 gal/hp-hr  
500 kW  
1.34 hp/kW  
670 hp @ 500 kW  
33.0 gal/hr @ 500 kW  
24 hrs/day  
793 gal/day @ max load  
4 days of standby fuel  
3171 fuel req'd for 4 days of standby -- no reserve  
\* larger than tank on fire department tanker truck

### Time to Consume Tankload of Fuel by Exercise

20 min per week  
25 hp at exercise  
8 hp-hr per exercise  
0.4 gal per exercise  
7718 weeks of exercise to consume tank of fuel  
148.4 years of exercise to consume tank of fuel

### Long Term Storage of Diesel

Diesel is chemically stable for about 2 years  
If when water gets in tank, algae will develop  
plugs fuel filters  
condensation, leaks  
Algae contaminated fuel requires fuel polishing  
Fuel turnover plan would be required  
Great stuff if you use it, not so great if you store it





# SPRINGFIELD TOWNSHIP FIRE DEPARTMENT

**DATE:** March 31, 2023  
**TO:** David Feichtner, Fire Chief  
**FROM:** Ryan Hart, Captain  
**RE:** Quote for the Medix ambulance

---

We developed an apparatus replacement plan a few years ago to save money to replace worn out trucks. We are scheduled to replace both of our ambulances in 2025 and 2026. After the purchase of our engines and with their delay, we started to look into how long it would take for an ambulance to be built. Depending on the manufacturer, it was 24-33 months wait time. As we were looking into this, we found out unexpectedly that there was a very large unforeseen increase of about 36% in the prices.

As of this date, the mileage on the two ambulances is 43,000 and 56,000. With us transporting to the hospitals, in 24-33 months, the mileage will be near 100,000 or more. 100,000 miles is the tipping point of cost effective and major mechanical issues.

We would like to purchase two ambulances from Medix Specialty Vehicles. The ambulances would be the same style trucks that we ordered in 2017 and 2018. It would take Medix approximately 24 months to complete the order.

After the new trucks are in service, we would sell the 2003 ambulance (purchased from Independence Twp.) and then sell one of the older Medix ambulances, whichever one has the higher mileage. It is hard to give you an idea on a price of what they would be worth due to it being 2-2 1/2 years away.

## Ambulances

Manufacturer	Model	Color	Chassis	Price
Medix	Type 3 166	White	2024 Ford E450	\$173,075.00
Crestline	Type 3 166	White	2024 Ford E450	\$195,000.00
Wheel Coached	Type 3 166	White	2024 Ford E450	\$242,466.00





# SPRINGFIELD TOWNSHIP FIRE DEPARTMENT

Ambulances do not automatically come with mounts and cots. There is a wide range of options available for the cots and mounts. Back in 2018, we purchased 2 basic manual cots from Ferno. Cots are only able to be certified by the company for 7 years. There is a very large range in the cost for the cots and mounts because they range from manual to fully powered.

## Mounts and Cots

Manufacturer	Cot	Mounts	Shipping	Total
Striker	Power Pro 2- \$32,895.51	Power -\$30,046.55	\$865.07	\$65,764.63
Striker	Power Pro 2- \$32,895.51	Manual- \$1,137.00	\$534.33	\$38,974.22
Striker	Power Pro XT- \$28,322.94	Manual- \$3,586.88	\$398.88	\$32,308.70
Striker	Manual Pro- \$ 16,445.05	Manual- \$3,586.88	\$250.40	\$20,031.93
Ferno	Power INX -\$40,666.40	Power \$6,512.00	Included	\$47,178.40
Ferno	Power X1 -\$20,716.28	Manual \$3,993.60	Included	\$24,907.48
Ferno	Manual 35-XST-\$9,165.20	Manual \$1,944.80	Included	\$11,110.00

We will paint the lower half red to match the first trucks. The cost is already in the price included cost of the truck.

## Labeling/ Graphics:

Company	Striping	Graphics	Total
Motor City Sign Works	\$2,700.00 each	\$1,400.00 each	\$4,100.00
Medix Ambulance	Not broken down	Not broken down	\$3,308.00

In conclusion, we request that the Township Board approve the following purchase:

- 2- ambulances from Medix -\$173,075.00 each
- 2- Striker manual cots \$ 16,445.05 each
- 2- Striker basic mounts \$3,586.88 each
- 2- sets of Labeling/ Graphics \$3,308.00 each
- 2- shipping for the cots \$250.40

**Final total - \$393,330.66**

10280 Rattalee Lake Road

Davisburg, MI 48350

(248) 625-6699 Fax (248) 605-4090

Department Email: stfd22@comcast.net



## Apparatus Replacement Plan

Year	Apparatus	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
2003	ALF (no cascade) (E1)	75,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
	Purchase	500,000										
2003	ALF (E2)	70,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
	Purchase 2003 ALF	500,000										
2011	Firovac 3000 (T1)	20,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000
	Refurb											200,000
2017	F350 (B2)	3,500	4,000	4,000	4,000	4,000	5,000	5,000	5,000	5,000	5,000	5,000
	Purchase									50,000		
2009	Utility Truck (U1)	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500
	Purchase											
2019	Medix Ambulance (M1)	11,500	24,000	24,000	24,000	24,000	21,000	21,000	21,000	21,000	21,000	21,000
	Purchase					200,000						
2020	Medix Ambulance (M2)	11,500	22,000	22,000	22,000	22,000	22,000	21,000	21,000	21,000	21,000	21,000
	Purchase					200,000						
2000	Pierce reserve engine (E4)	70,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
	Purchase	500,000										
2006	KME Engine (E3)	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
	Purchase							200,000				
2018	Ford F150(Car 1)	5,000	8,500	8,500	8,500	6,600	6,600	6,600	6,600	6,600	6,600	6,600
	Purchase				40,500							46,200
1993	KME Service (S1)	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
	Purchase											
2008	US Tanker 2100 (T3)	15,000	17,000	17,000	17,000	17,000	17,000	17,000	17,000	15,000	5,000	5,000
	Purchase								179,000			
2017	Firovac 3,000 (T2)	20,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000
	Purchase											
2020	Chevy Tahoe (Car 2)			8,500	8,500	8,500	8,500	8,500	8,400	8,400	8,400	8,400
	Purchase							42,500				
	Need to set aside	0	203,000	211,500	211,500	209,600	207,600	206,600	206,500	204,500	194,500	194,500
	Reserve funds	1,501,000	1,000	204,000	415,500	586,500	396,100	603,700	567,800	595,300	749,800	944,300
	Purchase/expenditure	1,500,000	0	0	40,500	400,000	0	242,500	179,000	50,000	0	246,200
	Remainder	1,000	204,000	415,500	586,500	396,100	603,700	567,800	595,300	749,800	944,300	892,600
	Transfer to/from unallocated	1,500,000	203,000	211,500	171,000	(190,400)	207,600	(35,900)	27,500	154,500	194,500	(51,700)



# Fire Fund

			4%	4%	Millage Renewal				
REVENUE Estimate	2021	2022	2023	2024	2025	2026	2027	2028	2029
Fire Millage 3 or 4% yr increase	\$1,392,000.00	\$1,426,000.00	\$1,480,000.00	\$1,539,200.00	\$1,585,376.00	\$1,664,644.80	\$1,714,584.14	\$1,766,021.67	\$1,819,002.32
NEW ALS millage .75	\$0.00	\$0.00	\$578,000.00	\$595,340.00	\$613,200.20	\$631,596.21	\$650,544.09	\$670,060.41	\$690,162.23
State Rev and LCSA	\$161,300.00	\$134,000.00	\$140,700.00	\$147,735.00	\$155,121.75	\$162,877.84	\$171,021.73	\$179,572.82	\$188,551.46
All other Revenue**3%	\$813,000.00	\$366,900.00	\$518,700.00	\$534,261.00	\$550,288.83	\$566,797.49	\$583,801.42	\$601,315.46	\$619,354.93
TOTAL INCOME	\$2,366,300.00	\$1,926,900.00	\$2,717,400.00	\$2,816,536.00	\$2,903,986.78	\$3,025,916.34	\$3,119,951.39	\$3,216,970.36	\$3,317,070.93
	Adjusted**								
EXPENSE Estimate	2021	2022	2023	2024	2025	2026	2027	2028	2029
Bldg. and Grounds*5%	\$115,000.00	\$76,500.00	\$69,000.00	\$72,450.00	\$76,072.50	\$79,876.13	\$83,869.93	\$88,063.43	\$92,466.60
Personnel**2025Deputy Chief	\$780,700.00	\$950,000.00	\$1,681,300.00	\$1,798,991.00	\$2,024,920.37	\$2,166,664.80	\$2,318,331.33	\$2,480,614.52	\$2,654,257.54
General Expenses*10%	\$185,000.00	\$185,000.00	\$246,300.00	\$270,930.00	\$298,023.00	\$327,825.30	\$360,607.83	\$396,668.61	\$436,335.47
Equipment*5%	\$139,000.00	\$156,000.00	\$150,000.00	\$157,500.00	\$165,375.00	\$173,643.75	\$182,325.94	\$191,442.23	\$201,014.35
Cap.Outlay-	\$1,469,000.00	\$50,000.00	\$68,000.00	\$280,500.00	\$400,000.00	\$269,000.00	\$382,500.00	\$179,000.00	\$50,000.00
Debt-Tanker	\$37,100.00	\$37,100.00	\$37,100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Debt-Bond 380	\$320,100.00	\$325,000.00	\$324,000.00	\$330,000.00	\$330,000.00	\$321,000.00	\$0.00	\$0.00	\$0.00
Debt-Bond 390	\$66,600.00	\$66,300.00	\$67,800.00	\$68,700.00	\$69,700.00	\$0.00	\$0.00	\$0.00	\$0.00
Replacement-Savings	\$136,800.00	\$260,000.00	\$298,800.00	\$297,100.00	\$296,900.00	\$268,200.00	\$294,800.00	\$298,700.00	\$296,700.00
Tax Tribunal/Contingency	\$0.00	\$36,500.00	\$36,500.00	\$38,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00
TOTAL EXPENSES	\$3,112,500.00	\$1,882,400.00	\$2,680,000.00	\$3,017,071.00	\$3,404,090.87	\$3,378,009.97	\$3,367,635.03	\$3,375,788.80	\$3,474,073.96
CASH AVAILABLE	2021	2022	2023	2024	2025	2026	2027	2028	2029
Starting Balance	\$2,006,300.00	\$1,260,100.00	\$1,304,600.00	\$2,222,200.00	\$2,021,665.00	\$1,521,560.91	\$1,169,467.28	\$921,783.63	\$762,965.19
Ending Balance/with assigned	\$1,260,100.00	\$1,304,600.00	\$2,222,200.00	\$2,021,665.00	\$1,521,560.91	\$1,169,467.28	\$921,783.63	\$762,965.19	\$605,962.16
Ending Balance Rev/Exp	(\$746,200.00)	\$44,500.00	\$37,400.00	(\$200,535.00)	(\$500,104.09)	(\$352,093.63)	(\$247,683.65)	(\$158,818.44)	(\$157,003.03)
Balance less Replacement \$\$	\$860,100.00	\$719,600.00	\$1,342,000.00	\$1,124,865.00	\$727,860.91	\$376,567.28	\$216,583.63	(\$61,934.81)	(\$465,637.84)
Total Replacement \$\$	\$400,000.00	\$1,044,600.00	\$880,200.00	\$896,800.00	\$793,700.00	\$792,900.00	\$705,200.00	\$824,900.00	\$1,071,600.00

Replacement Savings is NOT INCLUDED IN EXPENSE TOTAL\*\*\*\*  
 2023 thru 2029 Replacement Savings is amount Projected to be set aside.  
 5% inflation used for State Rev/LCSA Rev and 7% Personnel Exp  
 6/2/22- adjusted 2022 based on projected ACTUAL -increased other rev. \$100,000 Average of \$425 for transport revenue projection  
 4/6/23- updated 2023 to actual budget. Needs amendments





# SPRINGFIELD TOWNSHIP FIRE DEPARTMENT

To: Township Board  
From: J. David Feichtner, Fire Chief  
Date: 4/6/23  
Re: Updated local Emergency Operations Plan 2023

---

Maintaining a current local Support Emergency Operations Plan (EOP) is required by Michigan Public Act 390 and establishes eligibility for Section 19 disaster funding. To this end, the State of Michigan and Oakland County requires these plans to be updated every four years. The Springfield Township Support Plan we have on file is from April 11, 2019. Therefore, our Township's revised plan will be due by April 11, 2023.

As we have done in years past, we worked directly off the sample plan template that the County encourages municipalities to use. It is a State (MSP-EMHSD) publication with some modifications that were completed by the County as well as the Supervisor and me. It includes required language and the topics (functions, assignments, process) that need to be addressed by all cities-villages-townships over 10,000 in population.

The plan assigns responsibilities to different departments and entities during a disaster. This provides a chain of command and a useful resource for not only our township team to use but the County as well when we are interfacing with them.

Oakland County also provided a sample resolution for adopting this plan once it is finalized.

I would recommend that the Board approve the plan and resolution. The step would be to have the Supervisor and I acquire all the appropriate signatures from those with responsibility in the plan. Once completed, we would file with Oakland County Emergency Management.

Should you have any questions, please do not hesitate to contact me.

10280 Rattalee Lake Road  
Davisburg, MI 48350  
(248) 625-6699  
Department Email: [stfd@springfield-twp.us](mailto:stfd@springfield-twp.us)

J. David Feichtner, Chief  
Email: [firechief@springfield-twp.us](mailto:firechief@springfield-twp.us)  
Fax (248) 605-4090

## RESOLUTION

2023-06

### RESOLUTION OF THE SPRINGFIELD TOWNSHIP BOARD TO ADOPT THE SPRINGFIELD TOWNSHIP EMERGENCY OPERATIONS SUPPORT PLAN

CHARTER TOWNSHIP OF SPRINGFIELD  
OAKLAND COUNTY, MICHIGAN

At a meeting of the Township Board of the Charter Township of Springfield, Oakland County, Michigan, held on the 13th day of April, 2023, at the Springfield Township Civic Center, located at 12000 Davisburg Road, Davisburg, Michigan

The following resolution was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_

- WHEREAS,** the Charter Township of Springfield elected to be incorporated into the Oakland County Emergency Management Program and that by becoming part of the Oakland County Emergency Management Program, the Charter Township of Springfield, and Oakland County have certain responsibilities to each other; and
- WHEREAS,** this Emergency Operations Support Plan has been developed to identify the responsibilities between the Charter Township of Springfield and Oakland County in regards to emergency management activities; and
- WHEREAS,** the plan provides a framework for the Township to use in performing emergency functions before, during, and after a natural disaster, hostile attack, technological incident or other emergency; and
- WHEREAS,** this support plan is to be used in concurrence with Oakland County's Emergency Operations Plan as it is a supporting document; and
- WHEREAS,** the support plan will be maintained in accordance with the current standards of the Oakland County Emergency Operations Plan. A review of this plan shall be accomplished every four years.

**NOW, THEREFORE, BE IT RESOLVED THAT:** The Township Board of the Charter Township of Springfield, Oakland County, Michigan hereby adopts this Emergency Operations Support Plan, in support to the Oakland County Emergency Operations Plan.

AYES:  
NAYS:  
ABSENT:

STATE OF MICHIGAN    )  
  ) ss.  
COUNTY OF OAKLAND )

I, the undersigned duly qualified and elected Township Clerk of the Charter Township of Springfield, Oakland County, Michigan, do hereby certify the foregoing is a true and complete copy of a Resolution adopted by the Township Board of the Charter Township of Springfield at a regular meeting held on the 13<sup>th</sup> day of April, 2023.

CHARTER TOWNSHIP OF SPRINGFIELD

---

SEAN R. MILLER, Clerk



# **SUPPORT EMERGENCY OPERATIONS PLAN GUIDE**

**A GUIDE TO ASSIST MUNICIPALITIES INCORPORATED INTO THE COUNTY  
EMERGENCY MANAGEMENT PROGRAM TO DEVELOP A SUPPORT EMERGENCY  
OPERATIONS PLAN.**

## TABLE OF CONTENTS

Introduction to the Guide .....	1
Purpose .....	1
Scope .....	1
Maintenance .....	1
Developing the Plan .....	1
Plan requirements .....	1
Plan format .....	2
Planning process .....	2-4
Emergency Management Resolution .....	4
Sample Local Support Emergency Operations Plan.....	5

## **INTRODUCTION TO THE GUIDE**

### **I. Purpose**

This document is designed to serve as a guide for municipalities with a population of 10,000 residents or above that have elected to incorporate into the County Emergency Management Program and need to develop a Support Emergency Operations Plan (EOP) following the Administrative Rules for Section 19, 1976 PA 390, as amended. In accordance with these rules, the Support EOP shall be consistent with the County Emergency Operations Plan and will become part of the county plan.

The preparation of a Support EOP will increase emergency preparedness through the definition of the responsibilities of local departments and agencies. The plan assigns tasks that need to be accomplished when an incident occurs, and describes how local and county emergency management efforts are related. Maintaining a current Support EOP also establishes eligibility to receive Section 19 funding in accordance with Section 19 of 1976 PA 390, as amended. If federal assistance does not become available after the Governor has declared a State of Disaster or Emergency, affected counties and municipalities can be eligible to receive state assistance up to \$100,000 or 10% of their operating budget, whichever is less, to cover certain disaster related expenses. To be eligible for Section 19 funding, municipalities with a population of 10,000 and above that do not maintain an independent emergency management program must develop and submit a Support EOP to the county, and implement that plan in a timely manner at the beginning of the incident.

### **II. Scope**

This document provides basic guidance and a template for the development of a Support EOP. The template (Attachment B) contains general information that can be adapted to any municipality. The annexes specify how the municipality will carry out common emergency support functions.

Also included with this document is a sample Emergency Management Resolution (Attachment B) that appoints the County Emergency Management Coordinator as the Emergency Management Coordinator of the municipality, and outlines how emergency management efforts on the local level are organized in relation to the County Emergency Management Program.

If either template is used, it should be reviewed and adjusted to the specific needs of each municipality. Municipalities that do not utilize the templates can develop individual plans or resolutions. Other available guiding materials for the development of EOPs include MSP/EMSHD Pub 201 (Local Planning Workbook) and FEMA Comprehensive Preparedness Guide 101.

### **III. Maintenance**

Pub 204 has been developed by MSP/EMHSD and is maintained to ensure compliance with current national planning standards and relevant state laws pertaining to emergency planning. This document was last updated in August 2015 and supersedes the October 2011 version. It will be updated every four years.

## **DEVELOPING THE PLAN**

All stakeholders that are involved in the community response to emergencies and disasters should be involved in the development of the Support EOP. The County Emergency Management Program should work with the municipality to ensure that the plan is compatible with the County Emergency Operations Plan. A standardized planning approach can be used for the development of the Support EOP.

### **I. Plan requirements**

The Administrative Rules for Section 19 of 1976 PA 390, as amended, establish four requirements for the development of Support EOPs. In accordance with these requirements, Support EOPs shall:

1. **Describe the relationship between the County Emergency Management Program and the municipality:**

The plan should state that the municipality has chosen to incorporate into the county program, coordinates emergency management related matters with the county program, and has assigned the County Emergency Management Coordinator as the responsible Emergency Management Coordinator for the municipality.

2. **Identify the municipality's response procedures in relation to the county response procedures:**

The plan should establish annexes that describe common tasks that need to be accomplished when responding to an emergency or disaster, and assign responsibility for these tasks to municipal departments and other local agencies. The annexes should identify the responsible agencies on the local level that coordinate and share information with at the county level, and clarify joint responsibilities. Annexes in the Support EOP should also identify which annex or annexes they relate to in the County EOP.

3. **Be maintained in accordance with the standards and currentness of the county plan, be consistent with the county plan:**

The efforts described in local and county plans should be consistent and complement each other. To maintain the Support EOP in currentness with the County EOP, updates to the local plan are necessary whenever the county plan is updated. When the County EOP is updated, the Support EOP should be revised to ensure that it is still compatible with the county plan.

4. **Contain the signature of the Chief Executive Official (CEO) of the municipality, be forwarded to the county:**

After a new Support EOP has been developed or an existing plan has been updated, the signature of the CEO (Mayor, Township Supervisor) needs to be obtained. If a change of the CEO occurs, the plan needs to be reviewed and the signature of the new official obtained. After the plan is signed, a copy must be forwarded to the County Emergency Management Program, where it should be filed with the County EOP.

## II. Plan format

The plan should consist of a Basic Plan section and functional annexes.

The Basic Plan defines the purpose of the plan, provides a community profile, identifies hazards and community vulnerabilities, and describes the relationship between municipality and the County Emergency Management Program.

The annexes identify specific emergency management and response tasks that need to be accomplished before, during and after an incident, and assign responsibility for carrying out these tasks to local agencies. Annexes should be organized by emergency response functions or tasked agencies and can be written in narrative or bulleted style. While municipalities are not required to mirror the format used in the county plan, this can be beneficial. The template included with this document uses a bulleted "Emergency Action Guidelines" format for its annexes.

## III. Planning process

The following seven step planning process also utilized in County EOP development should be used to develop a Support EOP. For additional information on the process steps, please refer to MSP/EMSHD Pub 201 (Local Planning Workbook).

1. **Form a collaborative planning team:**

The planning team is the group of individuals responsible for designing, developing, and implementing the Support EOP. It should include representatives from all agencies that are committed to participate in emergency response activities within the municipality. Other stakeholders that should be engaged in

the planning process includes representation from the municipality's executive office, the County Emergency Management Program, agencies that can provide insight into necessary accommodations for groups or individuals requiring Functional Needs Support Services (FNSS), schools, etc.

**2. Identify hazards and assess risks:**

The hazard analysis is the foundation upon which the municipality's emergency planning efforts should be built. It identifies conditions or situations that have the potential to cause harm to people or property in the community. The hazard analysis process involves four steps.

Step 1: A profile of the community is developed (demographic and economic make-up, geography and land-use, key facilities, etc.).

Step 2: The development of a community profile is followed by the hazard identification, which should start with a review of the County Hazard Analysis or Hazard Mitigation Plan. Local resources should then be used to identify further hazards that are unique to the community and might not have been included in county documents.

Step 3: The assessment of risks explores how likely it is that a risk will manifest itself in an incident, how often this might occur, where it might occur, and what the severity of impact would be. Hazards should be ranked based on the expected frequency of occurrence and severity of impact.

Step 4: The vulnerability determination examines how susceptible citizens, property, infrastructure and critical systems are to the identified hazards.

**3. Determine Goals and Objectives:**

Developing clear goals and objectives will help the municipality to identify problems, issues and opportunities. Establishing goals outlines the vision of what the community wants to achieve. Goals can be pursued in the long-term but need to be achievable. Objectives are specific and measurable strategies to achieve these goals. Often, multiple objectives will need to be established to support one goal.

**4. Plan Development:**

This step describes the conceptualization of the plan, which includes the generation and comparison of alternate strategies to achieve the established goals and objectives. This involves two tasks: Developing and analyzing courses of actions to be conducted during an incident, and identifying the resources that determine the capability of the municipality to take these actions. Developing actions allows planners to depict how an operation unfolds by building and working through a portrait of a potential event, including key decision points and participant activities. This helps to identify actions that occur and resources that will be required throughout the progression of an event.

After identifying potential strategies to achieve established goals, an important sub-step in the conceptualization of the plan is the evaluation of actions to ensure that the actions that are selected to be included in the plan are feasible. It is critical to determine if required resources are available or easily obtainable during an incident, and if actions are compliant with laws and regulations, such as local ordinances and resolutions, legal authorities, law enforcement standards, and Governor's orders and directives.

**5. Plan Preparation, Review and Approval:**

When writing the plan, a simple format should be used. The finished plan must be compatible with the County EOP. This can be achieved by including references to the county plan, utilizing a similar format, or organizing annexes after similar emergency response functions. Feedback should be solicited from all stakeholders that are tasked within the plan, the County Emergency Management Program, and local elected officials. After the review process, necessary adjustments should be implemented. The municipality should adopt the plan by resolution, obtain the signature of the CEO, and forward a signed copy of the plan to the County Emergency Management Program.

**6. Plan implementation and update:**

The last step is to implement, maintain and update the plan. Plan updates are required after change of the CEO or when the County EOP has been updated. Plan reviews should also be considered after plan activations (during incidents or exercises), changes in operational resources, and changes in the community and/or hazard profile of the municipality. Lessons learned from actual events and exercises are essential to the evaluation of a plan's effectiveness, and help to determine if the plan is:

- Adequate: The concept of operations identifies and addresses critical tasks effectively.
- Feasible: Critical tasks can be accomplished timely and with available resources.
- Acceptable: The needs and demand driven by an event are met, actions meet the expectation of local officials and the public, and are consistent with law.
- Complete: The plan includes all necessary tasks, steps and required capabilities to reach an identified desired end state.
- Compliant: The plan complies with guidance and doctrine to the highest extent possible.

FEMA Comprehensive Preparedness Guide 101 established adequacy, feasibility, acceptability, completeness and compliance as criteria that allow planners and decision makers to determine the efficiency and effectiveness of their plans.

## **EMERGENCY MANAGEMENT RESOLUTION**

In addition to the development of a Support EOP, it is recommended that municipalities adopt a local Emergency Management Resolution (if they have not already done so). The Emergency Management Resolution should appoint the County Emergency Management Coordinator as the Emergency Management Coordinator responsible for the municipality, describe the local emergency management organization and its relationship to the County Emergency Management Program, and provide a means for the local legislative body to exercise the authority vested in them by 1976 PA 390, as amended. Attachment A provides a sample Emergency Management Resolution.



## Springfield Township

### **SUPPORT EMERGENCY OPERATIONS PLAN**

An all-hazards plan supporting the Oakland County Emergency Operations Plan, for use in the event of disaster or severe emergency of natural, human, wartime, technological or terrorism origin.

3/9/2023

The information contained in this template, developed by the Michigan State Police, Emergency Management and Homeland Security Division (MSP/EMHSD), should be used to assist in developing a Support Emergency Operations Plan which must then be reviewed by the Local Planning Team (LPT) and modified based on the community's emergency response capabilities.

## TABLE OF CONTENTS

Promulgation Document .....	i
Approval and Implementation .....	ii
Record of Revisions .....	iii
Record of Distribution .....	iv
 <u>Basic Plan:</u>	
Purpose .....	1
Scope .....	1
Authorities and References .....	1
Plan Development and Maintenance .....	1
Situation Overview .....	2
Planning Assumptions .....	3
Concept of Operations .....	3
Organization and Assignment of Responsibilities .....	5
 <u>Annexes:</u>	
Overview .....	7
Annex A, Direction, Control, and Coordination .....	8
Annex B, Communications and Warning .....	11
Annex C, Damage Assessment .....	13
Annex D, Fire Services .....	15
Annex E, Mass Care, Emergency Assistance, Housing, and Human Services .....	17
Annex F, Public Health and Medical Services .....	19
Annex G, Public Information .....	21
Annex H, Public Safety .....	23
Annex I, Public Works .....	25
Appendix A, Debris Management Guidelines .....	27

## Promulgation Document

Officials of Charter Township of Springfield, in conjunction with County and State Emergency Management (EM) agencies, have developed this Support Emergency Operations Plan that will enhance the local emergency response capability.

This plan, when used properly and updated, will assist local government officials with accomplishing their primary responsibilities of protecting lives and property in their community. This plan and its provisions will become official when it has been signed and dated below by the Chief Executive Official (CEO) of the municipality.

\_\_\_\_\_  
Chief Executive Official  
Laura Moreau, Supervisor

\_\_\_\_\_  
Date

## Approval and Implementation

The Support Emergency Operations Plan, referred to in this document as the Support EOP, describes how Charter Township of Springfield will handle emergency situations in cooperation with the Oakland County Emergency Management Program. The Support EOP assigns responsibilities to agencies for coordinating emergency response activities before, during, and after any type of emergency or disaster. The Support EOP does not contain specific instructions as to how each department will respond to an emergency; these can be found in the plan annexes or separate Standard Operating Procedures (SOP).

The goal of the Support EOP is to coordinate emergency response efforts to save lives, reduce injuries, and preserve property. The Support EOP addresses emergency issues before and after an emergency, but its primary goals are to assemble, mobilize and coordinate a team of responders that can respond to any emergency, and describe response procedures in relation to the county response procedures.

The Support EOP will use a graduated response strategy that is in proportion to the scope and severity of an emergency. Charter Township of Springfield will plan, prepare and activate resources for local emergencies that affect the local area (or a specific site) and/or widespread disasters that affect the entire state and/or nation.

The Support EOP was developed by a Local Planning Team (LPT). The LPT consists of key departments covering emergency functions such as law enforcement, fire, public works, and public health. The team works to establish and monitor programs, reduce the potential for hazard events in the community through planning, review, and training, and assisting Oakland County in developing and maintaining the County EOP.

The Support EOP must be signed by the current CEO each time it is updated, with the exception of the following activities:

1. Minor updates e.g. changing system names, grammar, spelling or layout changes
2. Updates to the annexes

These activities may be updated in the plan without the CEO signature by the following individuals:

1. Emergency Management Liaison
2. Department head responsible for an annex

Homeland Security Presidential Directive (HSPD) 5 facilitates a standard management approach to major incidents, the National Incident Management System (NIMS). NIMS is administered as part of the National Response Framework (NRF) which integrates the federal government into a single, all discipline, and all-hazards plan. NIMS will provide a nationwide approach that enables federal, state, tribal and local government agencies to "work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size or complexity." This Support EOP has integrated NIMS concepts, including the Incident Command System (ICS), and language to help incident management operate in accordance to the NIMS using the guidance provided by the Department of Homeland Security (DHS).

During an emergency, all response personnel will use the ICS to manage the incident and employ emergency resources at the site. The Emergency Operation Center (EOC) will coordinate additional resources when needed. This EOP will be used during community recovery after an emergency.



**This plan supersedes all previous plans.**  
**Record of Revisions**

The following is a list of revisions made to the Support EOP. This chart tracks the date that changes were made, reason for the changes, updated pages, and who made the revision.

Date	Reason for Revision	Page Numbers	Revised By

### Record of Distribution

The following is a list of the individuals and facilities that have been provided a copy of the Support EOP in order to conduct the assigned tasks addressed in this plan.

Title of Recipient	Name of Recipient	Agency	Date	Number of Copies
Supervisor	Laura Moreau	Township		
Township Board	Various	Township		
Oakland County Emergency Management Coordinator	Rob Seeley	Oakland County EM		
Charter Township of Springfield Emergency Management Liaison	J. David Feichtner	Fire Department		
Communications and Warning Official	J. David Feichtner	Fire Department		
Damage Assessment Official	Bill Dinnan	Building Department		
Fire Services Official	J. David Feichtner	Fire Department		
Mass Care, Emergency Assistance, Housing, and Human Services Official	Sarah Richmond	Parks and Recreation		
Public Health and Medical Services Official	J. David Feichtner	Fire Department		
Public Information Official	Sean Miller	Clerk		
Charter Township of Springfield Public Information Center	Sean Miller	Clerk		
Charter Township of Springfield Emergency Operations Center	J. David Feichtner	Fire Department		



## **Basic plan**

### **Purpose**

Charter Township of Springfield has elected to incorporate into the Oakland County Emergency Management Program. As partners in the five phases of emergency management, mitigation, preparedness, prevention, response and recovery, Charter Township of Springfield and the County Emergency Management Program share joint responsibilities. The Charter Township of Springfield Support EOP has been developed to identify these responsibilities. It is to be used in concurrence with the County EOP. In accordance with Section 19 of the Michigan Emergency Management Act (1976 PA 390, as amended), activation of this plan at the beginning of a disaster or emergency also establishes eligibility to receive state assistance for disaster related expenses incurred during a State of Emergency or Disaster declared by the Governor, for which federal assistance is unavailable.

### **Scope**

The Charter Township of Springfield Support EOP is an adaptable document that can be applied to all hazards. Due to the unique nature of emergencies, it may become necessary to deviate from the contents of the plan when responding to an incident. Agencies that have been assigned supporting roles in this plan have developed and will maintain SOPs that provide systematic instructions for accomplishing their assigned functions. The local government conducts additional activities, such as personnel training, participation in exercises, public information, land-use planning, etc., to support emergency preparedness, mitigation, and response efforts. To facilitate efficient emergency management operations, Charter Township of Springfield continues to implement the NIMS.

### **Authorities and References**

#### A. Authority of local officials during an emergency:

1. 1976 PA 390, as amended
2. Charter Township of Springfield, local Emergency Management resolution
3. Charter Township of Springfield, adoption of the Support EOP
4. Executive Directive No. 2005-09, the state adoption of the NIMS
5. The Robert T. Stafford Disaster Relief and Emergency Assistance Act,
6. Emergency Planning and Community Right to Know Act of 1986 (EPCRA) also known as the Superfund Amendments and Reauthorizations Act (SARA), Title III
7. Good Samaritan Law

#### B. References used to develop the Support EOP:

1. NIMS
2. NRF
3. Michigan Emergency Management Plan (MEMP), Michigan State Police, Emergency Management and Homeland Security Division (MSP/EMSHD)
4. Pub 204, MSP/EMHSD

### **Plan Development and Maintenance**

To ensure that this Support EOP addresses the needs of the community and is consistent with the Oakland County EOP, this document was developed in a cooperative, whole community effort between municipal



government, local community, and the County Emergency Management Program. The Support EOP is updated after every change of the municipal CEO or when changes to the County EOP create inconsistencies. After the plan is adopted by resolution of the Charter Township of Springfield Board and approved by the CEO, it is forwarded to the County Emergency Management Program. The plan will be implemented, tested through exercises in concurrence with county officials, and maintained in accordance with the standards and currentness of the Oakland County EOP.

This plan has been provided to all municipal departments, local elected officials, the County Emergency Management Program and all agencies tasked within the document. It includes this Basic Plan, which provides an overview of the municipality's preparedness and response strategies, and functional annexes that describe the actions, roles and responsibilities of participating organizations.

## Situation Overview

- B. **Charter Township of Springfield** has taken various preparedness and incident management steps to enhance capabilities in responding to incidents including:

1. The mitigation of potential hazards.
2. Identification of emergency response agencies and mechanisms that will protect life and property before, during and after an emergency.
3. Tasking agencies, organizations, and individuals with specific functions and responsibilities relative to emergency operations. Assigned tasks are explained in further detail under "Organization and Assignment of Responsibilities."
4. Integration with the Oakland County EOP, Oakland County Hazard Mitigation Plan, MEMP, etc.

- C. Community profile:

Charter Township of Springfield is located in the northwest area of Oakland County. The community has a population of 14,703 residents. Approximately 5% of residents have been recognized as individuals with Access and Functional Needs. Many of the residents that require Functional Needs Support Services (FNSS) reside in congregate care centers, while others reside in non-group homes where support is provided as needed or on-call.

- D. Hazard and threat analysis:

According to the Oakland County Hazard Mitigation Plan, communities in the county are most vulnerable to: tornado occurrence, traffic accidents, hazmat incidents, weather emergencies including flooding, and train derailments. Areas within Charter Township of Springfield that are especially vulnerable to these hazards are: traffic areas along major expressway I-75, Dixie Highway, the CN railway line, areas along the three (3) 36" pipelines that run through the township, and several densely populated home areas in the north end of the Township and the southeast corner of the community. Additional hazards that have been identified as unique to Charter Township of Springfield include those listed in the Oakland County Hazard Mitigation Plan.

Several sites that contain extremely hazardous materials are located in Charter Township of Springfield. Facility owners have reported the types of hazardous materials that are stored on-site, as required by the Emergency Planning and Community Right-To-Know Act (EPCRA). Pursuant to SARA Title III requirements, off-site emergency response plans have been developed by the Local Emergency Planning Committee (LEPC) to prepare fire departments for responding to the release of the specific hazardous materials on these sites.



E. Relationship between municipality and County Emergency Management Program:

Emergency management and response are primarily local responsibilities. However, disasters and emergencies might exhaust the resources and capabilities of local governments. Therefore, Charter Township of Springfield has chosen to incorporate into the Oakland County Emergency Management Program. To coordinate emergency management related matters with the County Emergency Management Program, the Charter Township of Springfield has appointed the Fire Chief to serve as the Emergency Management Liaison. The Emergency Management Liaison facilitates communication and coordination between Charter Township of Springfield and county, and is the local point of contact for the County Emergency Management Coordinator (EMC).

### Planning Assumptions

- A. The proper implementation of this plan will result in saved lives, incident stabilization, and property protection in Charter Township of Springfield.
- B. Some incidents occur with enough warning that necessary notification can be issued to ensure the appropriate level of preparation. Other incidents occur with no advanced warning.
- C. Depending upon the severity and magnitude of the situation, local resources may not be adequate to deal with an incident. It may be necessary to request assistance through volunteer organizations, the private sector, mutual aid agreements (MAAs)/memorandums of understanding (MOUs), and/or county, state and federal sources. When provided, these will supplement, not substitute for, relief provided by local jurisdictions.
- D. All emergency response agencies within Charter Township of Springfield that have been tasked in the plan are considered to be available to respond to emergency incidents. Agencies will work to save lives, protect property, relieve human suffering, sustain survivors, stabilize the incident, repair essential facilities, restore services and protect the environment.
- E. When a jurisdiction receives a request to assist another jurisdiction, reasonable actions will be taken to provide the assistance as requested.
- F. Emergency planning is a work-in-progress; the Support EOP is consistently reviewed and updated.
- G. During an emergency or disaster, parts of the plan may need to be improvised or modified, if necessary, based on the situation.

### Concept of Operations

- A. Activation of the Support EOP and declaration of a local state of emergency:

When a threat is perceived, the Emergency Management Liaison activates this Support EOP and the local Emergency Operations Center (EOC) to facilitate activities that ensure the safety of people, property and environment. Pursuant to 1976 PA 390, as amended, the Township Supervisor may declare a local state of emergency for Charter Township of Springfield if circumstances indicate that the occurrence or threat of widespread or severe damage, injury, or loss of life or property exist. In the absence of the Township Supervisor, pursuant to local legislation, the Fire Chief is authorized to declare a local state of emergency. Upon a local declaration, PA 390 authorizes the Township Supervisor to issue directives as to travel restrictions on local roads. To facilitate activities that ensure the safety of people, property and environment, a local declaration also activates this Support EOP and the municipal Emergency Operations Center (EOC). A local state of emergency shall not be continued or renewed for a period in excess of seven days except with the consent of the governing body of the municipality.

- B. The following procedures are conducted and coordinated with the county in response to an incident:



1. The Emergency Management Liaison will perceive the threat, assess the hazard and ensure that municipal emergency response agencies, elected officials and County EMC are notified of the situation.
2. Municipal agencies assess the nature and scope of the emergency or disaster.
3. If the situation can be handled locally, the following guidelines are used:
  - a. The Emergency Management Liaison advises the CEO and coordinates all local emergency response actions.
  - b. The Emergency Management Liaison activates the EOC. The EOC is located at Fire Station #2 10280 Rattalee Lake Rd. If this location is unavailable, the alternate EOC location is at Fire Station #3 9482 Andersonville Rd.
  - c. The CEO declares a local state of emergency. The Emergency Management Liaison notifies the County EMC and forwards the declaration to the County Emergency Management Program.
  - d. Emergency Response Agencies are notified by the Emergency Management Liaison to report to the EOC through cellphone, text messaging, and email.
  - e. The CEO directs departments/agencies to respond to the emergency in accordance with the guidelines outlined in this plan and its annexes, and issues directives as to protective actions and travel restrictions on local roads.
  - f. The Emergency Management Liaison keeps the County EMC informed of the situation and actions taken.
4. If the emergency is beyond local control, municipal resources become exhausted, or special resources are needed, county assistance is requested through the County EMC.
5. If county assistance is requested, the County EMC assesses the situation and makes recommendations on the type and level of assistance. The county may also take the following steps:
  - a. Activate County EOC and EOP
  - b. Respond with county resources
  - c. Activate MAA/MOUs to supplement county resources
  - d. Notify MSP/EMSHD District Coordinator
  - e. Make available incident information to MSP/EMSHD and statewide agencies via the Michigan Critical Incident Management System (MI CIMS) online platform, by submitting and maintaining applicable MI CIMS boards and logs.
6. If county resources and capabilities are exhausted, the county requests the Governor to declare a State of Emergency or State of Disaster in accordance with procedures set forth in 1976 PA 390, as amended. If the emergency occurs solely within the confines of the municipality, the county shall not request state assistance or the Declaration of a State of Disaster or Emergency unless requested to do so by the municipal CEO.



## Organization and Assignment of Responsibilities

### A. Emergency Management Organization:

1. The Charter Township of Springfield emergency management organization is comprised of six (6) agencies and/or departments that are responsible for conducting activities in response to emergencies within the community. To facilitate an effective emergency response, these departments have been assigned to specific emergency functions. All agencies are responsible for implementing pre-disaster activities to prevent, mitigate and prepare for the various hazards that the community is vulnerable to. These activities include awareness training and public education, exercising, preparing Standard Operating Procedures (SOPs) and job aides, hygienic practices to prevent spreading of infectious diseases, stockpiling equipment, regulating land-use, etc.
2. The following table lists the established emergency support functions, assigned agencies, primary points of contact, and phone numbers.

Function	Agency	Primary Contact	Phone
Direction, Control, and Coordination	Township Supervisor	Laura Moreau	248-846-6505
Communications and Warning	Fire Department	J. David Feichtner	248-625-6699
Damage Assessment	Building Department	Bill Dinnan	248-846-6517
Fire Services	Fire Department	J. David Feichtner	248-625-6699
Mass Care, Emergency Assistance, Housing, and Human Services	Parks and Recreation	Sarah Richmond	248-846-6542
Public Health and Medical Services	Fire Department	J. David Feichtner	248-625-6699
Public Information	Township Supervisor	Laura Moreau	248-846-6505
Public Safety	Oakland County Sheriff	Lt. Matt Baldes	248-625-0684
Public Works	Oakland County Road Commission	Chris Doll	877-858-4804

3. The following table lists the alternates designated to represent the emergency functions.

Agency	1 <sup>st</sup> Alternate	2 <sup>nd</sup> Alternate
Township Supervisor	J. David Feichtner	
Fire Department	Matt Strickland 248-534-3460	
Building Department	Ric Davis 248-892-8442	
Parks and Recreation	Kathy VanGilder	
Oakland County Sheriff	As Assigned	
Oakland County Road Commission	As Assigned	



4. The Charter Township of Springfield maintains one (1) combination fire department that works in coordination with the Oakland County Sheriff's substation Lieutenant and personnel during emergencies. Both agencies will contribute to the safety and welfare of the community. Each employs qualified emergency personnel and maintains equipment that can be used in emergency response. A list of resources available for utilization during incidents can be requested through the Township or Emergency Management Liaison. If resource needs exceed the capabilities of the community, the Township Supervisor working with the County Emergency Manager may activate MAA/MOUs and pre-disaster contracts, or request Oakland County assistance.

B. Responsibilities:

1. The following responsibilities have been assigned to each organization that has been assigned responsibility in this plan:
  - a. Assist in the development, review and maintenance of Support EOP and County EOP.
  - b. Report to the local EOC when activated for scheduled exercises or emergencies.
  - c. Build capabilities and develop/maintain SOPs for specific functions or actions identified in the plan. Continuously review and update procedures.
  - d. Maintain a list of resources available through the departments.
  - e. Establish MAA/MOUs and contracts with other jurisdictions and organizations to supplement municipal resources.
  - f. Activate MAA/MOUs and contracts with other organizations to supplement response activities when local resources become exhausted.
  - g. Train personnel in emergency management functions and NIMS/ICS concepts.
  - h. Protect vital records and other resources deemed essential for continuing government functions and each agency's emergency operations in accordance to procedures and policies.
  - i. Ensure compliance with this plan and the County EOP, and any pertinent procedures and documents that impact the provision of emergency services in the municipality.
2. The annexes attached to this plan further describe nine emergency support functions and their associated responsibilities in mitigation, preparedness, prevention, response and recovery. Annexes include the organizations that are responsible for carrying out the emergency functions, and assign tasks associated with each function.

## **ANNEXES**

The annexes attached to the Basic Plan describe all-hazard functions and include the roles and responsibilities that each responsible agency should consider during an emergency for which the Support EOP has been activated. Each annex contains: the agencies responsible for carrying out a function, their assigned tasks, and the concept of operations.

The annexes attached to this plan include the following functions:

Annex A, Direction, Control, and Coordination

Annex B, Damage Assessment

Annex C, Communications and Warning

Annex D, Fire Services

Annex E, Mass Care, Emergency Assistance, Housing, and Human Services

Annex F, Public Health and Medical Services

Annex G, Public Information

Annex H, Public Safety

Annex I, Public Works (Includes Appendix A – Debris Management Guidelines)



## ANNEX A

### DIRECTION, CONTROL, AND COORDINATION

The Direction, Control, and Coordination function is responsible for the activation, organization and operation of the local EOC, the facilitation of incident management, response, and recovery efforts, and coordination with the County Emergency Management Program.

Direction, Control, and Coordination officials will maintain liaison and coordinate emergency management and response activities with the Direction, Control and Coordination function at the county level. This annex relates to the following annex(es) in the Oakland County EOP: ESF#5 - Emergency Management/Information & Planning, ESF#7 - Logistics and Resource Support.

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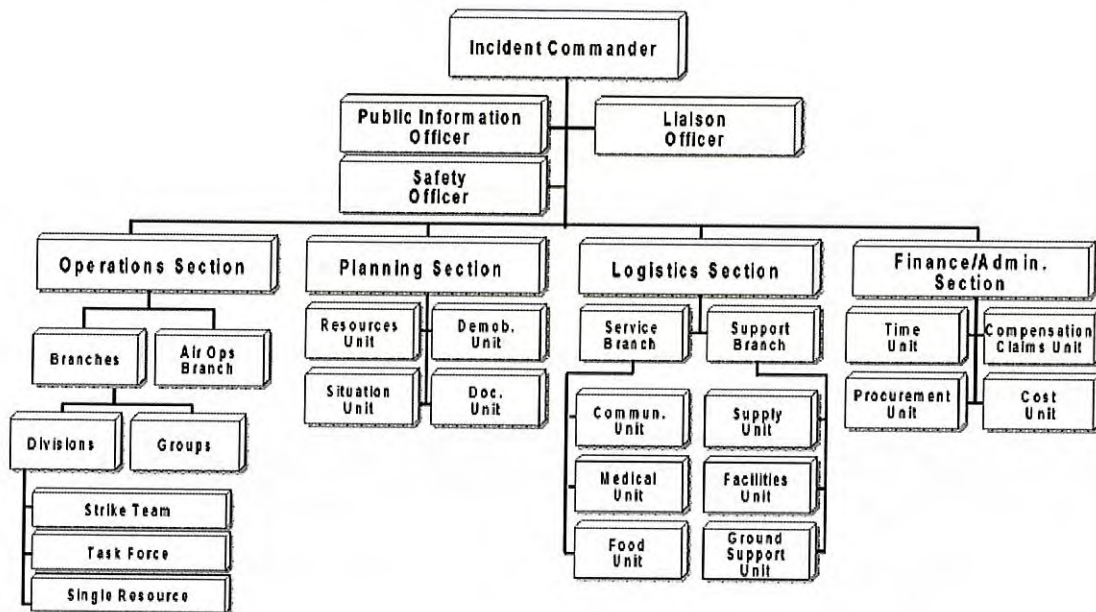
Responsible Agency: Executive Office

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#### Direction, Control, and Coordination Checklist

	Report to the EOC, when activated, for scheduled exercises and disasters, or delegate another representative from the agency to staff the EOC and implement the plan.
	<b>EOC operations</b>
	Activate the EOC and ensure that appropriate staff is notified.
	Establish a system of coordination, such as ICS (see Figure 1), within the EOC. (Field operations at the ICP are required to utilize ICS.)
	Maintain administrative materials for the EOC, i.e., pencils, paper, maps, and status boards.
	Ensure copies of the Support EOP and EOC SOPs are available to EOC staff.
	Coordinate with law enforcement officials for EOC security.
	<b>Local authority</b>
	Direct and coordinate response activities in accordance with this plan, including prioritizing allocation of scarce resources.
	Relieve jurisdiction employees of normal duties and temporarily reassign them to emergency duties, and employ temporary workers, as necessary.
	Declare a local state of emergency and notify the County
	Issue directives as to travel restrictions on municipal roads.
	Recommend appropriate protective measures to ensure the health and safety of people and property.
	<b>Assistance to other agencies</b>
	Advise the County Emergency Management Coordinator of the situation and maintain liaison with the County Emergency Management Program.
	Establish communications with and provide support to the Incident Command Post (ICP).
	Provide frequent staff briefings and ensure all groups function as planned.
	Inform legislative body of measures taken.
	Review and authorize the release of information to the public through the Public Information Officer (PIO).
	<b>Logistics</b>
	Ensure all resources are made available for response.
	Formulate specific assistance requests to adjacent jurisdictions and the county.
	Activate MAA/MOUs and contracts with other jurisdictions and organizations.
	Provide aid to other communities as provided for in MAA/MOUs.
	Ensure staff maintains logs of actions taken and financial records.

Figure 1. ICS Incident Management Structure





## DIRECTION, CONTROL, AND COORDINATION

The following agency is responsible for this annex:

AGENCY	TITLE OF CONTACT
Springfield Township	Supervisor

The line of succession for the CEO for representing the Direction, Control, and Coordination function during a response to an emergency or disaster situation is:

TITLE	AGENCY
Fire Chief	Fire Department
Captain 1	Fire Department
Captain 2	Fire Department

The line of succession for the Emergency Management Liaison for representing the Direction, Control, and Coordination function during a response to an emergency or disaster situation is:

TITLE	AGENCY
Fire Chief	Fire Department
Captain 1	Fire Department
Captain 2	Fire Department

The CEO and Emergency Management Liaison are responsible for reporting or delegating an individual from their agency to report to the EOC during scheduled exercises or emergencies to coordinate and represent the Direction, Control, and Coordination function.

SIGNATURE OF CHIEF EXECUTIVE OFFICIAL	DATE
SIGNATURE OF EMERGENCY MANAGEMENT LIAISON	DATE

## ANNEX B

### COMMUNICATIONS AND WARNING

The Communications and Warning function is responsible for alerting and notification of key officials, receiving and disseminating warning and critical emergency information to the public, and the establishment, maintenance, and coordination of communication protocols and links between the EOC and other incident facilities.

The Communications and Warning Official will maintain liaison and coordinate emergency management and response activities with the Communications and Warning functions at the county level. This annex relates to the following annex(es) in the Oakland County EOP: ESF#2 – Communications and Supporting Technologies, ESF#15 – External Affairs and Public Information.

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Responsible Agency: Oakland County Dispatch, Supervisor's office, IT Administrator

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#### Communications and Warning Checklist

	Report to the EOC, when activated, for scheduled exercises and disasters, or delegate another representative from the agency to staff the EOC and implement the plan.
	<b>Communication links</b>
	Ensure lines of communication have been established between all agencies represented in the local EOC, their department offices and their staff at the incident site. Available channels for establishing communications includes (communications channels, e.g. telephone, cell phone, radios, pagers, etc.)
	Coordinate communications between municipal and county EOC. Available channels for establishing communications include (communications channels, e.g. telephone, cell phone, radios, pagers, etc.)
	Establish communications links with the adjacent communities and higher levels of government.
	Coordinate warning frequencies and procedures with adjacent communities and other government agencies.
	<b>Disaster warning and information</b>
	Activate public warning systems when instructed to do so by the CEO or Emergency Management Liaison. Warning methods include (warning methods, e.g., social media, door-to-door notification, reverse 911, etc.)
	Ensure that warning messages received through the Law Enforcement Information Network (LEIN), National Warning System (NAWAS), Emergency Alert System (EAS), local weather spotters, or other verifiable means are issued in a timely manner.
	Determine which facilities are endangered by the incident and contact those facilities. Ensure they are contacted when protective actions are rescinded.
	Notify special locations (e.g., schools, hospitals, nursing homes, major industries, institutions, and places of public assembly).
	Ensure that public warning systems provide notification to residents with Access and Functional Needs, such as the elderly, hearing impaired, non-English speakers, individuals with mobility limitations, etc.
	<b>Official notification</b>
	Ensure that all necessary officials have been notified and/or updated about the incident.
	Notify neighboring jurisdictions of impending hazard or hazardous situations when instructed to do so by the Chief Executive Official or Emergency Management Liaison.



## COMMUNICATIONS AND WARNING

The following agency is responsible for this annex:

AGENCY	TITLE OF CONTACT
Oakland County Dispatch	Dispatch Supervisor

The line of succession for representing the Communications and Warning function during a response to an emergency or disaster situation is:

TITLE	AGENCY
Supervisor	Springfield Township
Fire Chief	Fire Department
Information Technology Administrator	Springfield Township

Oakland County Dispatch in coordination with Township Emergency Coordination staff is responsible for reporting or delegating another individual from their agency to report to the EOC during scheduled exercises or emergencies to coordinate and represent the Communications and Warning function.

SIGNATURE OF COMMUNICATIONS AND WARNING OFFICIAL	DATE

## ANNEX C

### DAMAGE ASSESSMENT

The Damage Assessment (DA) function is concerned with the process of documenting damage from emergencies in the community. Information gathered may be used to determine the extent of damage and impact on the community resulting from an incident to justify future federal funding, declarations of emergency, and disaster proclamations. An accurate damage assessment is a necessary part of the recovery phase and determines qualification for state and federal disaster aid.

The Damage Assessment Official will maintain liaison and coordinate emergency management and response activities with the DA function at the county level. This annex relates to the following annex(es) in the Oakland County EOP: ESF#5 - Emergency Management/Information Planning, ESF#14 – Recovery.

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Responsible Agency: Building Department

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#### Damage Assessment Checklist

	Report to the EOC, when activated, for scheduled exercises and disasters, or delegate another from the agency to staff the EOC and implement the plan.
	<b>Damage assessment</b>
	Maintain current list of DA field team members.
	Maintain damage assessment field team supplies for contingency purposes, i.e., MSP/EMSHD Pub 901 Michigan Damage Assessment Handbook, blank forms, flashlights, cameras, pencils, paper, maps, etc.
	Activate DA field teams.
	Collect both public and private damage assessment information.
	Record initial information on damages from first responders.
	Augment DA field teams, as the situation dictates.
	<b>Dissemination of DA information</b>
	Provide an initial DA to EOC staff.
	Provide and verify DA information to the CEO and, if necessary, assist in preparation of a local state of emergency declaration.
	Prominently display DA information in the EOC, including maps, situation updates and assessment data.
	Provide the PIO with current DA information for release to the public.
	Provide DA data to the Emergency Management Liaison. The Emergency Management Liaison will forward information to the County Emergency Management Program for submission in MI CIMS; MICIMS damage assessment data should be entered within 72 hours of incident onset.
	<b>Logistics</b>
	Maintain a status list of requested resources.
	Compile and maintain a record of expenditures for personnel, equipment, supplies, etc.



## DAMAGE ASSESSMENT

The following agency is responsible for this annex:

AGENCY	TITLE OF CONTACT
Springfield Township	Supervisor

The line of succession for representing the DA function during a response to an emergency or disaster situation is:

TITLE	AGENCY
Building Official	Springfield Township
Chair, Fire Board of Appeals	Springfield Township
Fire/Life Safety Inspectors	Springfield Township Fire Department

The Township Supervisor is responsible for reporting or delegating another individual from their agency to report to the EOC during scheduled exercises or emergencies to coordinate and represent the DA function.

SIGNATURE OF DAMAGE ASSESSMENT OFFICIAL	DATE

## ANNEX D

### FIRE SERVICES

The Fire Services function is concerned with detecting and suppressing wild land, rural, and urban fires and any of these that result from, or occur coincidentally with, an incident response.

The Fire Services Official will maintain liaison and coordinate emergency management and response activities with the Fire Services function at the county level. This annex relates to the following annex(es) in the Oakland County EOP: ESF#4 – Firefighting, ESF#9 – Search & Rescue, ESF#10 – Hazardous Materials.

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Responsible Agency: Springfield Township Fire Department

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#### Fire Services Checklist

	Report to the EOC, when activated, for scheduled exercises and disasters, or delegate another representative from the agency to staff the EOC and implement the plan.
	<b>Response activities</b>
	Coordinate fire response and search and rescue activities with appropriate personnel at the County Emergency Management Program, including assistance to regional special teams such as Regional Response Teams, Michigan Task Force One (MI-TF1) Urban Search and Rescue, MABAS 3201, MABAS 3202, bomb squads, etc.
	Respond to hazardous materials spills.
	Coordinate with the County EMC and the State of Michigan in the decontamination of affected citizens and emergency workers after exposure to CBRNE hazards.
	Assist in searching for bombs and explosive devices in connection with terrorism or weapons of mass destruction (WMD) events.
	<b>Assistance to other agencies</b>
	Advise EOC staff about fire and rescue activities.
	Provide communications and other logistical supplies, as needed.
	Assist with evacuations.
	Assist in damage assessment operations.
	Assist in warning the population. Loud speakers on fire vehicles or door-to-door warning may be utilized.
	Assist in salvage operations and debris clearance.

## FIRE SERVICES

The following agency is responsible for this annex:

AGENCY	TITLE OF CONTACT
Springfield Township Fire Department	Fire Chief

The line of succession for representing the Fire Services function during a response to an emergency or disaster situation is:

TITLE	AGENCY
Captain 1	Fire Department
Captain 2	Fire Department
Lieutenant 2	Fire Department

The Fire Chief is responsible for reporting or delegating another individual from their agency to report to the EOC during scheduled exercises or emergencies to coordinate and represent the Fire Services Functions.

SIGNATURE OF FIRE SERVICES OFFICIAL	DATE



## ANNEX E

### MASS CARE, EMERGENCY ASSISTANCE, HOUSING, AND HUMAN SERVICES

This function is concerned with issues related to the provision of mass care, emergency assistance, housing, and human services to disaster survivors, including those that require Functional Needs Support Services, throughout the prevention, preparedness, mitigation, response, and recovery phases of disasters and emergencies.

The Mass Care, Emergency Assistance, Housing, and Human Services Official will maintain liaison and coordinate emergency management and response activities with the Mass Care functions at the county level. This annex relates to the following annex(es) in the Oakland County EOP: ESF#2 – Communications and Supporting Technologies, ESF#6 – Mass Care, Shelter and Human Services, ESF#17 – Animal Care.

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Responsible Agency: Parks and Recreation Department

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#### Mass Care, Emergency Assistance, Housing, and Human Services Checklist

	Report to the EOC, when activated, for scheduled exercises and disasters, or delegate another representative from the agency to staff the EOC and implement the plan.
	<b>Disaster-related needs</b>
	Coordinate activities of municipal departments that provide mass care and human services.
	Coordinate with the County Emergency Management Program, the American Red Cross (ARC) and other agencies to distribute food, water, and clothing, and meet other basic needs of disaster survivors and emergency responders.
	Coordinate to provide transportation for disaster survivors and emergency responders.
	Arrange for the provision of crisis counseling to disaster survivors and emergency responders.
	Coordinate procedures for the tracking of family members and reunification of families.
	Identify and account for personal property that may be lost during a disaster.
	Coordinate with the County EOC to establish procedures for the registration and management of volunteers and donations.
	Coordinate with agencies in the community that work with individuals with access and functional needs to ensure disaster related needs are met.
	<b>Protective action</b>
	Coordinate the provision of transportation for evacuation.
	Provide staff and resources to manage open shelters.
	Coordinate care for individuals at shelters and for those who have been sheltered-in-place.
	Determine whether shelters must be opened long or short-term.
	Provide guidance/policies for the care of household pets that are brought to shelters by evacuees (only service animals are allowed into ARC shelters).
	Pre-identified shelter locations include: The Hart Center and on pre-identified shelter locations should be available from the County Emergency Management Program or ARC.



## MASS CARE, EMERGENCY ASSISTANCE, HOUSING, AND HUMAN SERVICES

The following agency is responsible for this annex:

AGENCY	TITLE OF CONTACT
Parks and Recreation	Director

The line of succession for representing the Mass Care, Emergency Assistance, Housing, and Human Services function during a response to an emergency or disaster situation is:

TITLE	AGENCY
Director	Parks and Recreation
Recreation Supervisor	Parks and Recreation
Clerk	Clerk's Office

The Parks Director is responsible for reporting or delegating another individual from their agency to report to the EOC during scheduled exercises or emergencies to coordinate and represent the Mass Care, Emergency Assistance, Housing, and Human Services function.

SIGNATURE OF MASS CARE, EMERGENCY ASSISTANCE, HOUSING, AND HUMAN SERVICES OFFICIAL	DATE

## ANNEX F

### PUBLIC HEALTH AND MEDICAL SERVICES

The Public Health and Medical Services function is responsible for assessing public health and medical needs, health surveillance, and provision of medical care personnel, supplies and equipment.

The Public Health and Medical Services Official will maintain liaison and coordinate emergency management and response activities with the Public Health and Medical Services function at the county level. This annex relates to the following annex(es) in the Oakland County EOP: ESF#8 – Public Health and Medical, ESF#17 – Animal Care.

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Responsible Agency: The Fire Department

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#### Public Health and Medical Services Checklist

	Report to the EOC, when activated, for scheduled exercises and disasters, or delegate another representative from the agency to staff the EOC and implement the plan.
	<b>Patient care</b>
	Coordinate with medical providers and shelter managers to staff medical personnel at shelters.
	Identify the transportation resources and personnel needs to transport disaster survivors to temporary care centers.
	Provide transportation of patients and assist hospitals with transfer of patients.
	Ensure identification and notification of disaster survivors and emergency responders in need of crisis counseling and/or debriefing.
	Coordinate the monitoring of disaster survivors and emergency responders for exposure to chemical, radiological, or biological contaminants, and assist in their decontamination.
	<b>Public health</b>
	If necessary, identify a site for a temporary morgue. NOTE: The medical examiner is responsible for identifying the deceased. Law enforcement and EMS may provide additional support in collecting and transporting.
	Assist with animal and pet control and support the county Animal Control Unit in the quarantine and disposal of deceased/diseased animals.



## PUBLIC HEALTH AND MEDICAL SERVICES

The following agency is responsible for this annex:

AGENCY	TITLE OF CONTACT
Fire Department	Fire Chief

The line of succession for representing the Public Health and Medical Services function during a response to an emergency or disaster situation is:

TITLE	AGENCY
Captain 1	Fire Department
Captain 2	Fire Department
Lieutenant 2	Fire Department

The Fire Chief is responsible for reporting or delegating another individual from their agency to report to the EOC during scheduled exercises or emergencies to coordinate and represent the Public Health and Medical Services function.

SIGNATURE OF HEALTH AND MEDICAL OFFICIAL	DATE

## ANNEX G

### PUBLIC INFORMATION

The Public Information function ensures accurate, coordinated, timely, and accessible information is disseminated to governments, media, the general public, and the private sector throughout the prevention, preparedness, mitigation, response, and recovery phases of disasters and emergencies.

The Public Information Official will maintain liaison and coordinate emergency management and response activities with the Public Information function at the county level. This annex relates to the following annex(es) in the Oakland County EOP: ESF#15 – External Affairs and Public Information.

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Responsible Agency: Township Supervisor

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#### Public Information Checklist

	Report to the EOC, when activated, for scheduled exercises and disasters, or delegate another from the agency to staff the EOC and implement the plan.
	<b>Pre-disaster public education</b>
	Assist the Emergency Management Liaison in developing educational materials on the hazards facing the community and explaining what people can do to protect themselves to recover from incidents.
	Ensure that written materials/social media are developed for non-English speaking individuals or others who require FNSS.
	<b>Disaster warning and information</b>
	Coordinate with the County to develop and release updated EAS messages based on incoming information.
	Coordinate with the County to document which EAS messages have been delivered over radio and television.
	Ensure that accurate information is disseminated describing such items as the locations of shelters, missing persons information hotline, volunteer hotline, rumor control hotline, etc.
	Distribute prepared public educational materials.
	<b>Media coordination</b>
	Establish and maintain contact with the EOC and/or the ICP.
	Prepare press releases and ensure that all press releases and official information is reviewed by the Supervisor and designated staff.
	Verify that information is accurate before releasing it to the media.
	Schedule media briefings.
	Establish a Public Information Center as the central point from which municipal news releases are issued at the EOC.
	Assist the county in establishing a Joint Information Center (JIC; the JIC can be used by agency representatives for releasing information to the news media).
	Coordinate public information activities with the County PIO and the JIC.
	Schedule interviews between the CEO and media agencies.
	Monitor all forms of media, both traditional and social, for rumors, and address rumors as soon as possible



## PUBLIC INFORMATION

The following agency is responsible for this annex:

AGENCY	TITLE OF CONTACT
Springfield Township	Supervisor

The line of succession for representing the Public Information function during a response to an emergency or disaster situation is:

TITLE	AGENCY
Township Supervisor	Springfield Township
Fire Chief	Fire Department
Clerk	Springfield Township

**(Title of individual or responsible department)** is responsible for reporting or delegating another individual from their agency to report to the EOC during scheduled exercises or emergencies to coordinate and represent the Public Information function.

SIGNATURE OF PUBLIC INFORMATION OFFICIAL	DATE

## ANNEX H

### PUBLIC SAFETY

The Public Safety function is concerned with ensuring the safety of all citizens, maintaining law and order, protecting public and private property and providing protection for essential industries, supplies and facilities.

The Public Safety Official will maintain liaison and coordinate emergency management and response activities with the Public Safety function at the county level. This annex relates to the following annex(es) in the Oakland County EOP: ESF#13 – Public Safety and Security/Law Enforcement, ESF#17 – Animal Care, ESF#18 – Military/Defense Support to Civil Authorities.

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Responsible Agency: Oakland County Sheriff's Office

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#### Public Safety Checklist

	Report to the EOC, when activated, for scheduled exercises and disasters, or delegate another from the agency to staff the EOC and implement the plan.
	<b>Response activities</b>
	Provide security and access control at critical facilities and incident sites.
	Implement any curfews ordered by the governor or CEO.
	Enforce evacuation orders and assist in evacuations.
	Ensure prisons and jails are notified of potential threat and determine whether proper safety and security precautions are being taken.
	Implement urban search and rescue capabilities, including animals.
	Investigate incident and provide intelligence information to county, state and federal officials.
	<b>Transportation</b>
	Secure unusable roads. (Use Fire Services and Public Works for support, if necessary).
	Identify routes that need barricades and signs. Request necessary assistance from Public Works.
	Ensure vehicles on evacuation routes are removed. If necessary, request that Public Works agencies move vehicles off the road. Maintain record of where vehicles are being taken.
	Coordinate with the Road Commission or Public Works in rerouting traffic and putting the appropriate signs in place.
	<b>Assistance to other agencies</b>
	Assist Warning function in warning the public, when necessary.
	Assist the medical examiner with mortuary services.
	Assist families isolated by the effects of the disaster.



## PUBLIC SAFETY

The following agencies are responsible for this annex:

AGENCY	TITLE OF CONTACT
Oakland County Sheriff	Lieutenant

The line of succession for representing the Public Safety function during a response to an emergency or disaster situation is:

TITLE	AGENCY
Substation Commander, Lieutenant	Oakland County Sheriff
Detective/Sergeant	Oakland County Sheriff
Fire Chief	Fire Department

The Substation Commander is responsible for reporting or delegating another individual from their agency to report to the EOC during scheduled exercises or emergencies to coordinate and represent the Public Safety function.

SIGNATURE OF PUBLIC SAFETY OFFICIAL	DATE

ANNEX I

PUBLIC WORKS

The Public Works function is responsible for conducting pre- and post-incident assessments, ensuring critical services are met through existing contracts, providing technical assistance and engineering expertise and construction management, providing emergency repair of damaged public infrastructure and critical facilities, and the clearing of debris from public roads.

The Public Works Official will maintain liaison and coordinate emergency management and response activities with the Public Works function at the county level. This annex relates to the following annex(es) in the Oakland County EOP: ESF#1 – Transportation/Transportation Infrastructure, ESF#3 – Public Works and Engineering and ESF#12 – Energy and Energy Infrastructure.

Responsible Agency: Road Commission of Oakland County

Public Works Checklist

	Report to the EOC, when activated, for scheduled exercises and disasters, or delegate another from the agency to staff the EOC and implement the plan
	<b>Response activities</b>
	Coordinate debris removal activities (see Appendix A for Debris Management Guidelines)
	Coordinate activities designed to control the flow of floodwater.
	<b>Damage assessment</b>
	Provide engineering expertise to inspect public structures and determine if they are safe to use.
	Provide DA information for roads, bridges, buildings, infrastructure, etc. to DA function.
	<b>Transportation</b>
	Provide barricades and signs for road closures and boundary identification (to include activating MAA/MOUs if additional barricades are needed).
	Provide technical expertise in road weight limits, road capacity, etc., to determine whether evacuation routes are adequate for traffic flow.
	Notify law enforcement of the location(s) of disabled vehicles.
	Contact appropriate Michigan Department of Transportation (MDOT) and county transportation officials to request travel restrictions on state and county roads, if necessary.
	<b>Assistance to other agencies</b>
	Assist in identifying access control areas.
	Assist with urban search and rescue activities, if necessary.
	Maintain contact with local utilities to determine the extent and cause of damage and outages. Report this information and restoration schedules to EOC staff.
	Coordinate with utility companies in the restoration of essential services.
	<b>Logistics</b>
	Provide vehicles and personnel to transport essential goods, such as food and medical supplies, when directed by the EOC staff.
	In conjunction with public health, help identify sources of potable water.
	Assist in identifying and obtaining the appropriate construction equipment to support disaster response and recovery operations.
	Provide emergency generators and lighting.



## PUBLIC WORKS

The following agencies are responsible for this annex:

AGENCY	TITLE OF CONTACT
Road Commission of Oakland County	District Superintendent

The line of succession for representing the Public Works function during a response to an emergency or disaster situation is:

TITLE	AGENCY

(Title of individual or responsible department) is responsible for reporting or delegating another individual from their agency to report to the EOC during scheduled exercises or emergencies to coordinate and represent the Public Works function.

SIGNATURE OF PUBLIC WORKS OFFICIAL	DATE

## APPENDIX A

### Debris Management Guidelines

The **<agency>** is responsible for debris management activities. The following guidelines represent a checklist of actions that agency officials must consider for providing effective debris management.

#### Guidelines:

*Debris Clearance – Occurs in the first 24-72 hours and generally focuses on clearing roadways for emergency vehicles & rescue operations to have unobstructed routes to critical facilities*

- a. Maintain detailed record keeping (critical for possible reimbursement)
  - i. Document all expenses and time involved in the debris removal process
- b. Coordinate with public utilities and waste haulers
- c. Consider how to handle access to private property
  - i. Right-of-entry, hold-harmless agreements
- d. Consider health & safety concerns (obtain detailed safety plans from contractors)
- e. Obtain any necessary permits and/or waivers

*Debris Removal – The management and disposal of accumulated debris after life-safety has been addressed*

- f. Consider the following steps in the debris management process:
  - i. Removal
  - ii. Transportation/hauling routes
  - iii. Temporary storage/staging site selection & management
    - 1. Consider water tables, affected populations, terrain
  - iv. Monitoring/load tickets/weights & measures
  - v. Sorting/Processing
  - vi. Recycling of applicable materials
  - vii. Reduction (Chipping, grinding, burning)
  - viii. Final disposition/landfill or other

#### When Trash Removal Providers are Individually Contracted by Residents:

- a. If the jurisdiction does not provide trash removal services to residents under normal circumstances, after a large emergency, if the private company is unable or unwilling to remove the debris, it will become the responsibility of the local jurisdiction to ensure health and safety to their residents.
- b. Contact local private companies to see what, if any, services they will provide their contracted residents with debris removal caused by an emergency.
- c. Track all costs associated with the debris removal.
- d. Contact DPW (if applicable) to determine what equipment is owned by the jurisdiction and if any can be used for this purpose.
- e. Contact neighboring communities who provide trash removal on a daily basis. If they were unaffected by the disaster, see if they can provide some assistance for equipment, temporary storage locations and/or transport to landfill.

- f. Identify a location (possibly parking lot) that can be used for temporary storage site of garbage.
- g. Request guidance from DEQ on permits and licenses.
- h. Contact landfill to set-up contract, rates and drop off schedule.
- i. Set hours and map out pick-up locations of affected areas. Send out public messages regarding the services available and process.
- j. Consider requiring residents to drop off debris to one identified site. The jurisdiction won't need the trucks, staff or logistics for curb side removal but will have to load semi-trucks and take to landfill.



# SPRINGFIELD CHARTER TOWNSHIP

LAURA MOREAU, SUPERVISOR

248-846-6502 | 248-846-6548 FAX



## MEMO

**TO:** Township Board  
**FROM:** Laura Moreau, Supervisor *LM*  
**DATE:** April 6, 2023  
**RE:** Sherwood/Patrick Special Assessment District

The Sherwood/Patrick SAD was initially established in 2013 to complete repaving on these private roads. Sherwood and Patrick Drives existed long before formal subdivision or site condo type restrictions and dues collection methods came into play. Prior to establishing the SAD through PA 188, property owners had no mechanism other than voluntary payment to collect for repairs and maintenance.

Because the repaving was limited to areas that were in primary need of repair, property owners requested a second SAD in 2018 that, with funds advanced by the Township, provided funding to complete additional spot repaving in 2019. That five-year assessment ended in December 2022 and my office recently received a request to establish another assessment for road work in 2024.

Mike Gregory, the representative for the SAD property owners, prepared a map of proposed repairs and requested quotes to establish a preliminary budget. Based on the four quotes received, the available balance in the SAD fund, and adding administrative fees, the total requested roll was set at \$65,050 with a four-year term. Note the shorter term was selected to increase the annual collection so that, with the maximum \$50,000 advance from the Township, repairs can be completed in 2024. The request to establish the district is supported by 39 signed petitions representing 56% of the benefit units.

Attached for review are the following documents.

1. Email correspondence with Mike Gregory detailing the request and SAD process
2. Map of proposed repairs
3. Tentative roll
4. Signed petitions
5. Draft resolution tentatively declaring the Board's intention to establish the SAD

If the Board determines that the project is feasible and sufficient interest is demonstrated through the signed petitions, the next step is to adopt Resolution 2023-04 which will set the first hearing, Hearing of Practicability for Sherwood/Patrick, for our June 8 Board Meeting.



**Laura Moreau**

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**Subject:** FW: [EXTERNAL] Sherwood Drive repaving project for 2024

**From:** Michael Gregory <greg5808@yahoo.com>  
**Sent:** Monday, April 3, 2023 12:17 PM  
**To:** Laura Moreau <lmoreau@springfield-twp.us>  
**Subject:** [EXTERNAL] Sherwood Drive repaving project for 2024

**Caution:** This email originated from outside of Springfield Township's email system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

**Michael J. Gregory  
8735 Sherwood Dr.  
Davisburg, MI 48350**

**Springfield Twp.  
12000 Davisburg Rd.  
Springfield Township, MI 48350  
Attn: Laura Moreau**

**4/3/2023**

**RE: Sherwood Drive 2023 repair**

**Dear Laura;**

**I met with Mike Mulligan and Dave Johnson to discuss this project. We choose a bid that was in the middle of the 4 bids that we receives and can also reduce the footage if needed for next year.**

**We would like Brian to make a new tax roll for 4 years for \$65,050.  
\$68,550 - (\$6000 - \$2500) = \$ 65,050. The \$68,550 was based on a bid that we received from one of the contractors.**

**The SAD would receive about \$16,250 per year ( $\$16,250 / 72 = \$225.69$  Per parcel per year)  
The SDA benefit unit cost would increase form \$197 to about \$ 226 if my analysis is correct.  
The SAD Winter 2023 collection would be about \$16,250.**

**We understand that the Township will advance \$50,000 for the Project. We would be able to continue the project in 2024 with the \$50,000 advance.**

**We have 37 petitions sighed to renew the SAD and 2 or more pending from out-of-town residents, for a total of 39 favorable petitions or 56% of the benefit units.**

**I have contacted the 4 contractors and inform them that we will not be repaving the year, but we appreciate their quotes, and we will contact them early in 2024 to rebid the project.**

**Please let me know what needs to be done to move this project forward.**

**Thank You**

**Mike Gregory**

**Laura Moreau**

---

**Subject:** FW: [EXTERNAL] Sherwood Dr repair Project additional quote

**From:** Michael Gregory <greg5808@yahoo.com>  
**Sent:** Sunday, March 26, 2023 6:50 PM  
**To:** Laura Moreau <lmoreau@springfield-twp.us>  
**Subject:** Re: [EXTERNAL] Sherwood Dr repair Project additional quote

**Caution:** This email originated from outside of Springfield Township's email system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Laura;

I have a meeting with several residents on Sherwood dr. tomorrow. I will relay your information on the SAD history. We will look at reducing footages of the road repair to make the project moer affordable. I should have more information tomorrow.

Mike

---

On Sunday, March 26, 2023, 05:28:49 PM EDT, Laura Moreau <lmoreau@springfield-twp.us> wrote:

Hello Mike,

I put together some information for you regarding the 2018 SAD timeline and budget. Note that the 2018 SAD process started in 2017 with an estimate and petitions, then we collected the first year assessment on the winter 2018 tax bill, and then work began in 2019. The first year collection and the Township advance amounted to \$63,700 so you were able to make repairs in 2019. Please review the notes below.

For this assessment, you anticipate over \$85,000 in repairs. After deducting the \$6,000 remaining in your account and adding \$2,500 for administration, Brian prepared a tentative roll at \$81,898.80 (note this total does not include any contingency funds that may be needed for base repair). With a five year roll, each benefit unit would pay \$235.68 per year to collect \$16,379.76 annually. With the Township's advance of \$50,000, you would need to collect for 2 years before you have enough funds (\$82,759.52) to move forward with the proposed work. Please see the attached tentative roll.

Because the proposed work is considerably more costly than last time, the benefit unit cost would increase from \$197 to \$235, and you would have to collect for two years before work could get started, I think it's very important to discuss options with your neighbors before we take this to the Township Board. You might consider reducing the amount of work or take the roll down to 4 years so you have more funds after the first year...or possibly both of those adjustments would be appropriate. We also should revisit the need for a petition.

Please give me a call if you want to discuss. Also, Brian could prepare another roll with a "what if scenario" of 4 years or a different roll amount. We'll help you figure this out!

Best,  
Laura

## 2018 SAD PROCESS TIMELINE

Summer 2017 – Initial estimate from Spartan and petitions signed  
October 2017 – Board determined sufficient signatures to move forward  
March 2018 – Board reviewed proposal and adopted resolution tentatively declaring intention to establish the SAD  
July 12, 2018 – Held Hearing of Practicability  
August 23, 2018 – Held Hearing on the Assessment Roll  
December 2018 – Began collecting the assessment  
April 2019 – Request for Proposal issued  
May 2019 – Board awarded bid to Allied Construction  
June 2019 – Work began

## 2018 SAD BUDGET BASED ON 2017 ESTIMATE

\$56,500 pavement repair  
\$ 5,600 10% contingency for base repair  
\$ 6,215 10% administrative fee + engineer & inspection

-----  
\$68,365 – rounded to \$68,500 (Roll was established based on this amount. Total 5-year roll = \$68,499.20)

## 2018 SAD ACTUAL COLLECTION & EXPENSE

\$13,700 collected on winter 2018 tax bills  
\$50,000 advanced by Township

-----  
\$63,700 available in 2019 to complete work (Allied bid from 4/2019 was \$60,000, which appears to be targeted to address priority areas within the known budget)



**SPRINGFIELD**  
CHARTER TOWNSHIP

**Laura Moreau, Supervisor**  
Springfield Township  
12000 Davisburg Road  
Davisburg, MI 48350  
248-846-6502



Proposal # 2  
 Sherwood dr 2023 - 2025 road repaving

Location Number	ADDRESS		Feet Length	average Feet Width	Area Sq Ft	sq yards	
1	From	to					
1	8965 North to	9021 Existing Patch	320	18	5,760	640	Same as #1
2	9053 existing patch	North to 9115 Existing Patch	230	18	4,140	460	add 214 LF
3	9168 North to	9186 Existing Patch	68	17.5	1,190	132	Same as #1
4	9202 existing patch	North to 9230	134	17	2,278	253	add 72 LF
5	9293 North to	9335	214	16.5	3,531	392	Same as #1
			966	16	16,899	1878	





# TENTATIVE

## SHERWOOD / PATRICK ROAD IMPROVEMENT Tax Roll ( 2023 - 2026 ) Improvement Years (2024 - 2027)

**TB 440A**

Total Parcels: 72  
Total Benefit Units: 69.50  
Project Length: 4 years

Total Annual Assessment: \$16262.31  
Total Assessment: \$65049.24

Parcel Number	Owner(s)	Property Address	Mailing Address		Benefit Unit	Annual Assessment	Total Assessment
U -07-10-201-001	WALDOWSKI, ERIC		9363 SHERWOOD DR	DAVISBURG, MI 48350-1935	1.00	\$233.99	\$935.96
U -07-10-201-002	WALDOWSKI, ERIC	9363 SHERWOOD DR	9363 SHERWOOD DR	DAVISBURG, MI 48350-1935	1.00	\$233.99	\$935.96
U -07-10-201-003	SNODSMITH, JOAN E	9349 SHERWOOD DR	9349 SHERWOOD DR	DAVISBURG, MI 48350-1935	1.00	\$233.99	\$935.96
U -07-10-201-004	TINDALL, JOHN	9335 SHERWOOD DR	9335 SHERWOOD DR	DAVISBURG, MI 48350-1935	1.00	\$233.99	\$935.96
U -07-10-201-005	HORNER, JORDYNN	9321 SHERWOOD DR	9321 SHERWOOD DR	DAVISBURG, MI 48350-1935	1.00	\$233.99	\$935.96
U -07-10-201-016	STOCKTON, RICHARD L	9219 SHERWOOD DR	9219 SHERWOOD DR	DAVISBURG, MI 48350	1.00	\$233.99	\$935.96
U -07-10-201-028	HOAG, ELAINA	9089 SHERWOOD DR	9089 SHERWOOD DR	DAVISBURG, MI 48350-1925	1.00	\$233.99	\$935.96
U -07-10-201-031	LANGMAID, ERIC J	9045 SHERWOOD DR	9045 SHERWOOD DR	DAVISBURG, MI 48350-1925	1.00	\$233.99	\$935.96
U -07-10-201-032	SHOUP, ELIZABETH	9021 SHERWOOD DR	9021 SHERWOOD DR	DAVISBURG, MI 48350-1925	1.00	\$233.99	\$935.96
U -07-10-201-036	MULLINIKS, TODD J	9181 SHERWOOD DR	9181 SHERWOOD DR	DAVISBURG, MI 48350-1933	1.00	\$233.99	\$935.96
U -07-10-201-037	KOTTMANN, LOIS I	9115 SHERWOOD DR	9115 SHERWOOD DR	DAVISBURG, MI 48350-1933	1.00	\$233.99	\$935.96
U -07-10-201-038	COLLIER, STEPHANIE	9201 SHERWOOD DR	9201 SHERWOOD DR	DAVISBURG, MI 48350-1927	1.00	\$233.99	\$935.96
U -07-10-201-039	RHODES, BLAKE	9267 SHERWOOD DR	9267 SHERWOOD DR	DAVISBURG, MI 48350-1927	1.00	\$233.99	\$935.96
U -07-10-201-041	STORMONT, DAVID	SHERWOOD DR	40300 STONELIGH	NORTHVILLE, MI 48167	1.00	\$233.99	\$935.96

# TENTATIVE

## SHERWOOD / PATRICK ROAD IMPROVEMENT Tax Roll ( 2023 - 2026 ) Improvement Years (2024 - 2027)

**TB 440A**

Parcel Number	Owner(s)	Property Address	Mailing Address		Benefit Unit	Annual Assessment	Total Assessment
U -07-10-201-042	HILL, THOMAS B	9293 SHERWOOD DR	9293 SHERWOOD DR	DAVISBURG, MI 48350	1.00	\$233.99	\$935.96
U -07-10-201-043	KEITH, RICHARD	9275 SHERWOOD DR	9275 SHERWOOD DR	DAVISBURG, MI 48350	1.00	\$233.99	\$935.96
U -07-10-201-044	HILL, ALBERT J	9243 SHERWOOD DR	9243 SHERWOOD DR	DAVISBURG, MI 48350	1.00	\$233.99	\$935.96
U -07-10-201-045	TROY, VICKY	9161 SHERWOOD DR	9161 SHERWOOD DR	DAVISBURG, MI 48350	1.00	\$233.99	\$935.96
U -07-10-201-046	HOGLUND, CHRISTOPHER	9009 SHERWOOD DR	9009 SHERWOOD DR	DAVISBURG, MI 48350	1.00	\$233.99	\$935.96
U -07-10-201-047	KOTTMANN, LOIS I	SHERWOOD DR	9115 SHERWOOD DR	DAVISBURG, MI 48350-1933	1.00	\$233.99	\$935.96
U -07-10-201-050	ULRICH, ABBEY ELAYNE	9073 SHERWOOD DR	9073 SHERWOOD DR	DAVISBURG, MI 48350-1925	1.00	\$233.99	\$935.96
U -07-10-201-051	JOHNSON, DAVID L	9053 SHERWOOD DR	9053 SHERWOOD DR	DAVISBURG, MI 48350-1925	1.00	\$233.99	\$935.96
U -07-10-202-007	LONTORFOS, DAVID	9364 SHERWOOD DR	9364 SHERWOOD DR	DAVISBURG, MI 48350-1934	1.00	\$233.99	\$935.96
U -07-10-202-008	RICHARD HEMMING REVOCA	9350 SHERWOOD DR	9350 SHERWOOD DR	DAVISBURG, MI 48350-1934	1.00	\$233.99	\$935.96
U -07-10-202-009	BEUKEMA, ROGER J	9338 SHERWOOD DR	9338 SHERWOOD DR	DAVISBURG, MI 48350-1934	1.00	\$233.99	\$935.96
U -07-10-202-010	STREHLE, PHILLIP	9318 SHERWOOD DR	9318 SHERWOOD DR	DAVISBURG, MI 48350-1934	1.00	\$233.99	\$935.96
U -07-10-202-011	EWALD, JOSHUA	9296 SHERWOOD DR	9296 SHERWOOD DR	DAVISBURG, MI 48350-1926	1.00	\$233.99	\$935.96
U -07-10-202-017	BORDERS JR, ROBERT M	9260 SHERWOOD DR	9260 SHERWOOD DR	DAVISBURG, MI 48350-1926	1.00	\$233.99	\$935.96
U -07-10-202-018	FARNER, DEAN	10385 RATTALEE LAKE RD	10385 RATTALEE LAKE RD	DAVISBURG, MI 48350-1323	0.25	\$58.50	\$234.00
U -07-10-202-022	SLIEFF, BERTON B	10345 RATTALEE LAKE RD	10345 RATTALEE LAKE RD	DAVISBURG, MI 48350-1323	0.25	\$58.50	\$234.00

# TENTATIVE

## SHERWOOD / PATRICK ROAD IMPROVEMENT Tax Roll ( 2023 - 2026 ) Improvement Years (2024 - 2027)

**TB 440A**

Parcel Number	Owner(s)	Property Address	Mailing Address		Benefit Unit	Annual Assessment	Total Assessment
U -07-10-202-025	DEWITT, APRIL A	9270 SHERWOOD DR	9270 SHERWOOD DR	DAVISBURG, MI 48350-1926	1.00	\$233.99	\$935.96
U -07-10-251-002	WEDDLE, BARRY N	9242 SHERWOOD DR	9242 SHERWOOD DR	DAVISBURG, MI 48350-1926	1.00	\$233.99	\$935.96
U -07-10-251-007	HILL, DENNIS	9202 SHERWOOD DR	9202 SHERWOOD DR	DAVISBURG, MI 48350-1949	1.00	\$233.99	\$935.96
U -07-10-251-014	KOTTMANN, LOIS I	SHERWOOD DR	9115 SHERWOOD DR	DAVISBURG, MI 48350-1933	0.00	\$0.00	\$0.00
U -07-10-251-017	SPAFFORD, LAWRENCE B	9230 SHERWOOD DR	9230 SHERWOOD DR	DAVISBURG, MI 48350-1926	1.00	\$233.99	\$935.96
U -07-10-251-018	ABELI, KATHLEEN	9186 SHERWOOD DR	9186 SHERWOOD DR	DAVISBURG, MI 48350-1932	1.00	\$233.99	\$935.96
U -07-10-251-023	HATMAKER, JASON H	9222 SHERWOOD DR	9222 SHERWOOD DR	DAVISBURG, MI 48350-1926	1.00	\$233.99	\$935.96
U -07-10-251-024	MULLIGAN, MICHAEL R	9218 SHERWOOD DR	9218 SHERWOOD DR	DAVISBURG, MI 48350-1926	1.00	\$233.99	\$935.96
U -07-10-251-025	BANNISTER, WILLIAM R	9168 SHERWOOD DR	9168 SHERWOOD DR	DAVISBURG, MI 48350-1932	1.00	\$233.99	\$935.96
U -07-10-251-026	FELIX, STEVEN B	9152 SHERWOOD DR	9152 SHERWOOD DR	DAVISBURG, MI 48350-1932	1.00	\$233.99	\$935.96
U -07-10-251-027	KOSIN, JEFFREY	9252 SHERWOOD DR	9252 SHERWOOD DR	DAVISBURG, MI 48350-1926	1.00	\$233.99	\$935.96
U -07-10-252-001	ORZECOWSKI, JASON	9132 SHERWOOD DR	9132 SHERWOOD DR	DAVISBURG, MI 48350-1932	1.00	\$233.99	\$935.96
U -07-10-252-002	ORZECOWSKI, JASON	SHERWOOD DR	9132 SHERWOOD DR	DAVISBURG, MI 48350-1932	1.00	\$233.99	\$935.96
U -07-10-252-003	DEMBOVSKY, ELIZABETH	9110 SHERWOOD DR	9110 SHERWOOD DR	DAVISBURG, MI 48350	1.00	\$233.99	\$935.96
U -07-10-252-012	HENSON, CYNTHIA	9134 SHERWOOD DR	9134 SHERWOOD DR	DAVISBURG, MI 48350-1932	1.00	\$233.99	\$935.96
U -07-10-252-019	JACKMAN, KIMBERLY SUE	9097 SHERWOOD DR	9097 SHERWOOD DR	DAVISBURG, MI 48350-1925	1.00	\$233.99	\$935.96

# TENTATIVE

## SHERWOOD / PATRICK ROAD IMPROVEMENT Tax Roll ( 2023 - 2026 ) Improvement Years (2024 - 2027)

**TB 440A**

Parcel Number	Owner(s)	Property Address	Mailing Address		Benefit Unit	Annual Assessment	Total Assessment
U -07-10-252-020	ROULEAU, IAN	9016 SHERWOOD DR	9016 SHERWOOD DR	DAVISBURG, MI 48350-1924	1.00	\$233.99	\$935.96
U -07-10-252-021	BEGLEY, DEAN	9130 SHERWOOD DR	9130 SHERWOOD DR	DAVISBURG, MI 48350-1932	1.00	\$233.99	\$935.96
U -07-10-252-022	PIETRYGA, THOMAS M	9060 SHERWOOD DR	9060 SHERWOOD DR	DAVISBURG, MI 48350	1.00	\$233.99	\$935.96
U -07-10-253-004	GIGNAC, MARIE	9062 PATRICK DR	9062 PATRICK DR	DAVISBURG, MI 48350-1918	1.00	\$233.99	\$935.96
U -07-10-253-011	VEATCH, DAVID	8994 PATRICK DR	6478 SIMMONS RD	WATERFORD, MI 48327-1634	1.00	\$233.99	\$935.96
U -07-10-253-012	ERZNOZNIK, CARL E	8984 PATRICK DR	8984 PATRICK DR	DAVISBURG, MI 48350-1916	1.00	\$233.99	\$935.96
U -07-10-253-016	CARLSON, RICHARD A	9014 PATRICK DR	9014 PATRICK DR	DAVISBURG, MI 48350-1918	1.00	\$233.99	\$935.96
U -07-10-253-017	MASH, JEFFREY	9054 PATRICK DR	9054 PATRICK DR	DAVISBURG, MI 48350-1918	1.00	\$233.99	\$935.96
U -07-10-253-018	MCNULTY JR, JOHN D	9034 PATRICK DR	10075 GRAHAM DR	CLARKSTON, MI 48348	1.00	\$233.99	\$935.96
U -07-10-253-019	GIGNAC, MARIE	9086 PATRICK DR	9062 PATRICK DR	DAVISBURG, MI 48350-1918	1.00	\$233.99	\$935.96
U -07-10-253-020	BORDINE, CALVIN K	8974 PATRICK DR	9930 KING RD	DAVISBURG, MI 48350	1.00	\$233.99	\$935.96
U -07-10-253-021	VEATCH, ELIZABETH J	8954 PATRICK DR	8954 PATRICK DR	DAVISBURG, MI 48350-1916	1.00	\$233.99	\$935.96
U -07-10-401-004	EDWARDS, GREGORY	8729 SHERWOOD DR	10362 KING RD	DAVISBURG, MI 48350	1.00	\$233.99	\$935.96
U -07-10-401-005	THOMPSON, JOY A	8725 SHERWOOD DR	5601 HATCHERY RD APT 114	WATERFORD, MI 48329-3452	1.00	\$233.99	\$935.96
U -07-10-401-030	ALLEN, THOMAS	8691 SHERWOOD DR	8691 SHERWOOD DR	DAVISBURG, MI 48350-1921	1.00	\$233.99	\$935.96
U -07-10-401-034	THOMPSON, RODNEY A	8683 SHERWOOD DR	8683 SHERWOOD DR	DAVISBURG, MI 48350-1921	1.00	\$233.99	\$935.96



# TENTATIVE

SHERWOOD / PATRICK ROAD IMPROVEMENT  
Tax Roll ( 2023 - 2026 )  
Improvement Years (2024 - 2027)

TB 440A

Parcel Number	Owner(s)	Property Address	Mailing Address		Benefit Unit	Annual Assessment	Total Assessment
U -07-10-401-035	URBANOWSKI, PAUL M	8763 SHERWOOD DR	8763 SHERWOOD DR	DAVISBURG, MI 48350-1929	1.00	\$233.99	\$935.96
U -07-10-401-036	WADECKI, ISABELL M	8720 SHERWOOD DR	8720 SHERWOOD DR	DAVISBURG, MI 48350-1928	1.00	\$233.99	\$935.96
U -07-10-401-037	BECK, DAVID A	8700 SHERWOOD DR	8700 SHERWOOD DR	DAVISBURG, MI 48350-1928	1.00	\$233.99	\$935.96
U -07-10-401-040	RENNIE, GINA	8709 SHERWOOD DR	8709 SHERWOOD DR	DAVISBURG, MI 48350	1.00	\$233.99	\$935.96
U -07-10-401-041	GILFORD, LINDA	8701 SHERWOOD DR	8701 SHERWOOD DR	DAVISBURG, MI 48350-1929	1.00	\$233.99	\$935.96
U -07-10-401-042	BAIN, AARON	8695 SHERWOOD DR	8695 SHERWOOD DR	DAVISBURG, MI 48350-1926	1.00	\$233.99	\$935.96
U -07-10-401-043	DOMBROWSKI, PAUL R	8706 SHERWOOD DR	8706 SHERWOOD DR	DAVISBURG, MI 48350-1928	1.00	\$233.99	\$935.96
U -07-10-401-045	THOMPSON, JOY A	SHERWOOD DR	5601 HATCHERY RD APT 114	WATERFORD, MI 48329-3452	1.00	\$233.99	\$935.96
U -07-10-401-046	GREGORY, MICHAEL	8735 SHERWOOD DR	8735 SHERWOOD DR	DAVISBURG, MI 48350-1929	1.00	\$233.99	\$935.96
U -07-10-402-053	DUEWEKE JR, MICHAEL P	8965 SHERWOOD DR	8965 SHERWOOD DR	DAVISBURG, MI 48350-1931	1.00	\$233.99	\$935.96

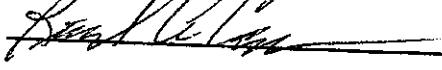
Clerk's Signature: \_\_\_\_\_

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

U-07-10-253-016  
CARLSON, RICHARD A  
9014 PATRICK DR  
DAVISBURG, MI 48350-1918

SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

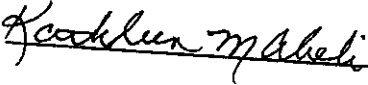
I support the petition to renew the Special Assessment District for Sherwood and  
Patrick drive maintenance.

Signature  Date 1-9-23

U-07-10-251-018  
ABELL, KATHLEEN  
9186 SHERWOOD DR  
DAVISBURG, MI 48350-1932

SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

I support the petition to renew the Special Assessment District for Sherwood and  
Patrick drive maintenance.

Signature  Date 1-6-2023

SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

I support the petition to renew the Special Assessment District for Sherwood and  
Patrick drive maintenance.

Signature  Date 1/7/23

U-07-10-401-040  
RENNIE, GINA  
8709 SHERWOOD DR  
DAVISBURG, MI 48350

U-07-10-401-004  
EDWARDS, GREGORY  
8729 SHERWOOD DR  
DAVISBURG, MI 48350-1929

SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

I support the petition to renew the Special Assessment District for Sherwood and  
Patrick drive maintenance.

Signature  Date 1/9/23

U-07-10-201-042  
HILL, THOMAS B  
9293 SHERWOOD DR  
DAVISBURG, MI 48350

SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

I support the petition to renew the Special Assessment District for Sherwood and  
Patrick drive maintenance.

Signature Thomas B. Hill Date 3/23/23

U-07-10-401-042  
BAIN, AARON  
8695 SHERWOOD DR  
DAVISBURG, MI 48350-1926

EMAIL = ANMBAIN@comcast.NET

SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

I support the petition to renew the Special Assessment District for Sherwood and  
Patrick drive maintenance.

Signature Aaron B. Bain Date 01/09/2023

U-07-10-401-037  
BECK, DAVID A  
8700 SHERWOOD DR  
DAVISBURG, MI 48350-1928

SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

I support the petition to renew the Special Assessment District for Sherwood and  
Patrick drive maintenance.

Signature David A. Beck Date 1/5/23

U-07-10-251-024  
MULLIGAN, MICHAEL R  
9218 SHERWOOD DR  
DAVISBURG, MI 48350-1926

SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

I support the petition to renew the Special Assessment District for Sherwood and  
Patrick drive maintenance.

Signature Michael R. Mulligan Date 8 Jan. 2023 Page 2 of 10

U-07-10-401-046  
GREGORY, MICHAEL  
8735 SHERWOOD DR  
DAVISBURG, MI 48350-1929

SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

I support the petition to renew the Special Assessment District for Sherwood and Patrick drive maintenance.

Signature Michael Gregory Date 1/5/23

U-07-10-201-043  
KEITH, RICHARD  
9275 SHERWOOD DR  
DAVISBURG, MI 48350

SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

I support the petition to renew the Special Assessment District for Sherwood and Patrick drive maintenance.

Signature Richard & Kelly Keith Date 1-5-23

U-07-10-202-008  
RICHARD HEMMING REVOCAB  
9350 SHERWOOD DR  
DAVISBURG, MI 48350-1934

SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

I support the petition to renew the Special Assessment District for Sherwood and Patrick drive maintenance.

Signature [Signature] Date 1/6/2023

U-07-10-401-036  
WADECKI, ISABELL M  
8720 SHERWOOD DR  
DAVISBURG, MI 48350-1928

SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

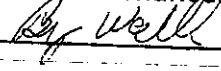
I support the petition to renew the Special Assessment District for Sherwood and Patrick drive maintenance.

Signature Isabel M Wadecki Date 1/5/2023



SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

I support the petition to renew the Special Assessment District for Sherwood and  
Patrick drive maintenance.

Signature  Date 1/6/2023

U-07-10-251-002  
WEDDLE, BARRY N  
9242 SHERWOOD DR  
DAVISBURG, MI 48350-1926

U-07-10-401-030  
ALLEN, THOMAS  
8691 SHERWOOD DR  
DAVISBURG, MI 48350-1921

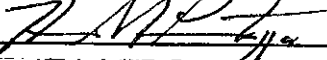
SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

I support the petition to renew the Special Assessment District for Sherwood and  
Patrick drive maintenance.

Signature  Date 1-10-23

SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

I support the petition to renew the Special Assessment District for Sherwood and  
Patrick drive maintenance.

Signature  Date 1-9-23

U-07-10-252-022  
PIETRYGA, THOMAS M  
9060 SHERWOOD DR  
DAVISBURG, MI 48350

SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

I support the petition to renew the Special Assessment District for Sherwood and  
Patrick drive maintenance.

Signature  Date 9 JAN 2023

U-07-10-251-007  
HILL, DENNIS  
9202 SHERWOOD DR  
DAVISBURG, MI 48350-1949

U-07-10-202-007  
LONTORFOS, DAVID  
9364 SHERWOOD DR  
DAVISBURG, MI 48350-1934

SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

I support the petition to renew the Special Assessment District for Sherwood and Patrick drive maintenance.

Signature Ann Lontorfos Date 1-6-23

SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

I support the petition to renew the Special Assessment District for Sherwood and Patrick drive maintenance.

Signature John Tindall Date 1/10/2023

U-07-10-201-004  
TINDALL, JOHN  
9335 SHERWOOD DR  
DAVISBURG, MI 48350-1935

SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

U-07-10-201-044  
HILL, ALBERT J  
9243 SHERWOOD DR  
DAVISBURG, MI 48350

I support the petition to renew the Special Assessment District for Sherwood and Patrick drive maintenance.

Signature Albert J. Hill Date 1-5-2023

U-07-10-201-016  
STOCKTON, RICHARD L  
9219 SHERWOOD DR  
DAVISBURG, MI 48350

SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

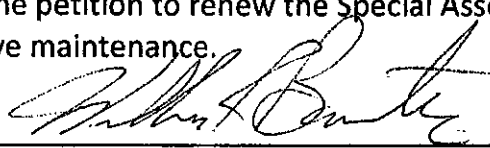
I support the petition to renew the Special Assessment District for Sherwood and Patrick drive maintenance.

Signature Richard L Stockton Date 1/10/2023  
rstockon@att.net

U-07-10-251-025  
BANNISTER, WILLIAM R  
9168 SHERWOOD DR  
DAVISBURG, MI 48350-1932

SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

I support the petition to renew the Special Assessment District for Sherwood and Patrick drive maintenance.

Signature  Date 1-9-23

U-07-10-202-009  
BEUKEMA, ROGER J  
9338 SHERWOOD DR  
DAVISBURG, MI 48350-1934

SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

I support the petition to renew the Special Assessment District for Sherwood and Patrick drive maintenance.

Signature  Date 1-9-23

U-07-10-201-038  
COLLIER, STEPHANIE  
9201 SHERWOOD DR  
DAVISBURG, MI 48350-1927

SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

I support the petition to renew the Special Assessment District for Sherwood and Patrick drive maintenance.

Signature  Date 1/15/23

U-07-10-251-017  
SPAFFORD, LAWRENCE B  
9230 SHERWOOD DR  
DAVISBURG, MI 48350-1926

SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

I support the petition to renew the Special Assessment District for Sherwood and Patrick drive maintenance.

Signature  Date 1.13.2023

U-07-10-401-034  
THOMPSON, RODNEY A  
8683 SHERWOOD DR  
DAVISBURG, MI 48350-1921

SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

I support the petition to renew the Special Assessment District for Sherwood and Patrick drive maintenance.

Signature Rodney A. Thompson Date 01-09-2023

U-07-10-251-026  
FELIX, STEVEN B  
9152 SHERWOOD DR  
DAVISBURG, MI 48350-1932

SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

I support the petition to renew the Special Assessment District for Sherwood and Patrick drive maintenance.

Signature Steven B. Felix Date 1/16/23

U-07-10-201-003  
SNODSMITH, JOAN E  
9349 SHERWOOD DR  
DAVISBURG, MI 48350-1935

SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

I support the petition to renew the Special <sup>Text</sup> Assessment District for Sherwood and Patrick drive maintenance.

Signature Joan E. Snodsmith Date 1-18-23

SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

I support the petition to renew the Special Assessment District for Sherwood and Patrick drive maintenance.

Signature Marie E. Gignac Date 01-12-2023

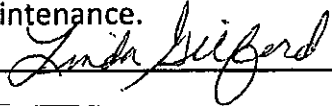
U-07-10-253-019  
GIGNAC, MARIE  
9086 PATRICK DR  
DAVISBURG, MI 48350-1918

U-07-253-004  
Gignac, Marie  
9062 Partick DR  
Davisburg MI 48350-1918



SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

I support the petition to renew the Special Assessment District for Sherwood and  
Patrick drive maintenance.

Signature  Date 1-19-2023

U-07-10-401-041  
GILFORD, LINDA  
8701 SHERWOOD DR  
DAVISBURG, MI 48350-1929

U-07-10-253-018  
MCNULTY JR, JOHN D  
9034 PATRICK DR  
DAVISBURG, MI 48350-1918

SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

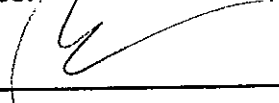
I support the petition to renew the Special Assessment District for Sherwood and  
Patrick drive maintenance.

Signature  Date 1-23-2023

U-07-10-401-035  
URBANOWSKI, PAUL M  
8763 SHERWOOD DR  
DAVISBURG, MI 48350-1929

SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL


I support the petition to renew the Special Assessment District for Sherwood and  
Patrick drive maintenance.

Signature  Date 1/20/2023

U-07-10-253-020  
BORDINE, CALVIN K  
8974 PATRICK DR  
DAVISBURG, MI 48350-1916

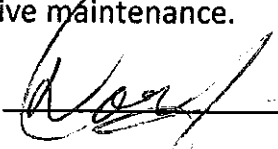
SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

I support the petition to renew the Special Assessment District for Sherwood and  
Patrick drive maintenance.

Signature  Date 1-26-23

SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

I support the petition to renew the Special Assessment District for Sherwood and  
Patrick drive maintenance.

Signature  Date 3-27-23

9053 SHERWOOD DR.

SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

I support the petition to renew the Special Assessment District for Sherwood and  
Patrick drive maintenance. 9073 Sherwood Dr.

Signature  Date 4-1-23

SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

8700 Sherwood Dr.

I support the petition to renew the Special Assessment District for Sherwood and  
Patrick drive maintenance.

Signature  Date 4-3-23

U-07-10-201-002  
WALDOWSKI, ERIC  
9363 SHERWOOD DR  
DAVISBURG, MI 48350-1935

ALSO

U-07-10-201-001 - LOT

SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

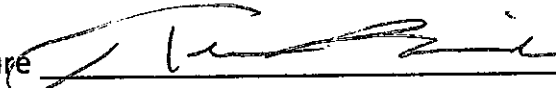
I support the petition to renew the Special Assessment District for Sherwood and  
Patrick drive maintenance.

Signature  Date 2-23-23

SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

8984 Patrick Dr.

I support the petition to renew the Special Assessment District for Sherwood and Patrick drive maintenance. Address

Signature  Date 3-31-23

39 petitions / 69.5 Benefit units = 56.1%

There are several people on Spring Break who we can add to this list.

SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

I support the petition to renew the Special Assessment District for Sherwood and Patrick drive maintenance. Address

Signature \_\_\_\_\_ Date \_\_\_\_\_

SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

I support the petition to renew the Special Assessment District for Sherwood and Patrick drive maintenance. Address

Signature \_\_\_\_\_ Date \_\_\_\_\_

SHERWOOD /PATRIC ROAD SPECIAL ASSESSMENT DISTRICT  
2023 RENEWAL

I support the petition to renew the Special Assessment District for Sherwood and Patrick drive maintenance. Address

Signature \_\_\_\_\_ Date \_\_\_\_\_

## RESOLUTION

2023-04

### RESOLUTION OF THE TOWNSHIP BOARD OF CHARTER TOWNSHIP OF SPRINGFIELD, TENTATIVELY DECLARING ITS INTENTION TO ESTABLISH A SPECIAL ASSESSMENT DISTRICT TO BE KNOWN AS *SHERWOOD/PATRICK ASSESSMENT DISTRICT*

At the regular meeting of the Township Board of the Charter Township of Springfield, Oakland County, Michigan (the "Township"), held in the Civic Center on the 8th day of March 2018, at 7:30 p.m.

PRESENT:

ABSENT:

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

**WHEREAS**, the Charter Township of Springfield, Oakland County, Michigan, has received an informal petition requesting the establishment of a special assessment district to finance repairs on Sherwood Dr. and Patrick Dr. and;

**WHEREAS**, the Charter Township of Springfield has reviewed plans indicating the improvement, the location thereof and an estimate of the cost thereof, and;

**WHEREAS**, the Charter Township of Springfield is in receipt of such plans and estimates of costs, the same having been filed with the Township,

#### **NOW, THEREFORE, BE IT RESOLVED THAT:**

1. In accordance with Public Act 188 of 1954, as amended, the Township Board of the Charter Township of Springfield, Oakland County, Michigan, hereby tentatively declares its intention to finance the Sherwood and Patrick Special Assessment District to provide service to that portion of the Township described as *all lots or parcels with access to Sherwood Dr. & Patrick Dr.* The Township Board tentatively designates the Special Assessment District against which the cost of the improvement is to be assessed as being that portion of the Charter Township of Springfield described as *all lots or parcels with access to Sherwood Dr. & Patrick Dr. for a tentative estimated cost of \$16,262 per year.*

2. The Township Board of the Charter Township of Springfield, Oakland County, Michigan, will meet on the *8th day of June, 2023 at the Springfield Civic Center*, located at 12000 Davisburg Road, Davisburg, Michigan, 48350, to receive public comments regarding the project, the petitions filed, and the creation of a Special Assessment District to pay costs associated with this improvement project.

3. The Township Board of the Charter Township of Springfield tentatively designates this proposed Special Assessment District as: Sherwood/Patrick Special Assessment District.



Sean R. Miller, Clerk  
Charter Township of Springfield  
Dated: April 14, 2023

# SPRINGFIELD TOWNSHIP BUILDING DEPARTMENT

## MEMO

Date: April 4, 2023

TO: Laura Moreau, Supervisor  
Township Board of Trustees

FROM: William Dinnan  
Building Official

SUBJECT: Building Department fee schedule revisions

Please accept the attached fee schedule changes for the building department functions. I have researched the history of fees for the building department and have found, with the help of Chris Benedict, that the last fee increases were approved in 2005. That was over 17 years ago.

When I was appointed as your Building Official, I was asked to look at the current fee schedule to see if it was appropriate. I suggested to Laura that we take one year and see if the fees were appropriate due to the change in the administration of the department and she agreed. In doing so and looking at the 2022-year end statistics I noticed that the 12/31/2022 revenues vs. expenditures report showed a deficit of \$22,064.32 actual. Taking the average of all permitted categories it would take an overall increase of 16.4 % to make up that deficit.

With the help of Brian Piper and Kristen Douglas, the information needed to make an equitable revised fee schedule was obtained. I assessed the number of permits issued in specific categories to determine what areas needed changing and compared them with other community's fee schedules. As the process continued, it was evident that almost all categories were falling short. In my opinion, most of this can be attributed to the fact it has been so long since any changes have been made. I also considered the value of the dollar today as compared to 17 years ago. My research found that the dollar had an average inflation rate of 2.35% per year since 2005 to today, producing a cumulative price increase of 51.97%. According to the CPI, \$1.00 in 2005 would take \$1.52 to buy the same product today. In theory, a 52% increase would be needed just to keep up with inflation. The greatest increase I am proposing is in the range of 30% and that is for just a few categories. In general, most of the increases are around 15%.

Another part that was considered was which permits generated the most fees and which permits issued required the most resources to perform the necessary functions. For example, new home building permits account for 15% of the building permits issued, however they produce 43% of the building permit revenues. The rationale for this is that new home permits also require the greatest number of inspections and plan review time to assure code compliance.

The fee schedule also includes areas of permitting that were never considered back in 2005. We are including electric vehicle charging stations as well as solar panel installation which are both new in the codes. Also, the installation of hydronic piping for in floor heating systems of which most use on demand heating units that are actually more efficient and cost less to operate as well as heat pump systems.

The building department, again with the assistance of Brian and the continued follow up by Kristen, has also implemented procedures like emailing inspection results to permit holders to reduce the number of telephone calls requesting that information. We have also implemented an email survey at the end of each project for our customers to let us know how we are doing. We intentionally made the survey short as we know if you make it too long, they will not respond. There is a space provided for them to make comments. The response has been encouraging with very positive feedback. The one issue that keeps being requested is the ability to obtain permits on-line and to pay for permits by credit card.

One last comment is that the attached format is for information purposes only and has some formatting issues. When we added the strikethrough and red additions it moved the format around. When the fee schedule is approved, we will make the necessary changes to make the format line up and be more legible.

In closing, I am grateful for the opportunity to serve as the Building Official. The staff throughout the building have been most helpful and has made the transition within the Building Department a positive experience. I trust that I have provided sufficient information for you to make an informed decision regarding the attached fee schedule changes. If further information is necessary or clarification is required, please let me know so I can provide it.

Respectfully submitted,

William Dinnan

Construction Plans—Review of paving, grading, storm sewer, water system, sanitary sewer	1.5% of design engineer's construction estimate (\$1,000 minimum fee)
Final Plat	\$1,600 plus \$70/lot
Legal (Deed Restrictions)	\$1,500
Tax Description Change	See Schedule I
Construction Escrow Applicant will place in escrow funds sufficient to cover the cost of preconstruction meeting, construction administration, inspections, and review of plan changes, shop drawings, cut sheets, and as-built plans.	Township estimate of cost plus 15% non-refundable admin fee

**SCHEDULE III – BUILDING DEPARTMENT**

<b>FEE TYPE</b>	<b>FEE AMOUNT</b>
Mobile Homes in Park: 1. Single Wide 2. Double Wide	1. \$300.00 2. \$350.00
Pools: Electrical Permit plus 1. Above ground 2. Below In ground	1. \$125.00 2. \$200.00
Signs: (except temporary) 1. Without electric 2. With electric	1. <del>\$50.00</del> 75.00 2. <del>\$100.00</del> 125.00
Demolition	<del>\$100.00</del> 200.00
Moving Buildings	Pre-Inspection \$500.00, plus Building, Electrical, Plumbing & Mechanical Fees
Change of Use Permit	No structural changes - <del>\$50.00</del> 75.00 With structural changes – applicable building Permit fee ( Includes Building Permit)

**Building Permits:**

<b>FEE TYPE</b>	<b>FEE AMOUNT</b>
One & Two Family Residential-Detached 1. New Construction, Remodel or Addition 2. Accessory Structures a.) First 1200 sq/ft b.) Over 1200 sq/ft	1. <del>\$100.00</del> 150.00 plus \$.30 .40 sq/ft \$50.00 75.00 plus \$.30 .40 sq/ft \$50.00 100.00 plus \$.20 .30 sq/ft
3. Minimum Permit Fee	3. <del>\$100.00</del> 150.00
4. Plan Review	4. <del>\$50.00</del> 75.00 per hour, 1 hour min.



Decks and Porches Minimum Permit fee Plan Review	<del>\$25</del> <b>50</b> plus <del>\$.20</del> <b>.30</b> sq/ft <del>\$100.00</del> <b>125.00</b> <del>\$50.00</del> <b>75.00</b> per hour – 1 hour min.
<b>Additional inspection fee</b> <b>Certificate of occupancy</b> <b>Reinstatement of any expired permit</b>	<b>\$65.00 each</b> <b>\$50.00 each</b> <b>\$75.00</b>
Other (Commercial, Industrial, Multiple) 1. New Construction 2. Addition 3. Remodel 4. Minimum Permit Fee 5. Plan Review Fee-submitted with Application 6. Warehouse, Storage, etc. a.) Unfinished interior b.) Finished interior	1. <del>\$150.00</del> <b>200.00</b> plus <del>\$.30</del> <b>.40</b> sq/ft 2. <del>\$150.00</del> <b>200.00</b> plus <del>\$.30</del> <b>.40</b> sq/ft 3. <del>\$150.00</del> <b>200.00</b> plus <del>\$.30</del> <b>.40</b> sq/ft 4. <del>\$150.00</del> <b>200.00</b> 5. <del>\$150.00</del> <b>85.00</b> per hour <b>\$170.00</b> minimum <b>Per each type of permit</b> a.) <del>\$75.00</del> <b>125.00</b> plus <del>\$.15</del> <b>.25</b> sq/ft b.) <del>\$150.00</del> <b>200.00</b> plus <del>\$.30</del> <b>.40</b> sq/ft

**FOR ANY PERMITS WHERE SQUARE FOOT CALCULATIONS DO NOT APPLY (REPAIRS, MINOR RENOVATIONS ETC.) Building Permit Fees are based on a rate of \$4.00 per \$1000.00 of the valuation/cost of project.**

**Mechanical Permits:**

FEE TYPE	FEE AMOUNT
One and Two Family Residential <b>(existing)</b> 1. New Furnace 2. Fireplace – prefab or masonry 3. Humidifiers 4. Electronic Air Cleaners 5. Air Conditioner 6. Gas Piping 7. Replacement Furnace 8. Boiler 9. LPG or Fuel Oil Tanks If below ground – add 10. Minimum Permit Fee 11. <b>Swimming pool</b>	1. <del>\$110.00</del> <b>130.00</b> per unit <b>Two inspections, rough &amp; final</b> 2. <del>\$65.00</del> <b>130.00</b> per unit <b>Two inspections, rough &amp; final</b> 3. \$10.00 per unit 4. \$15.00 per unit 5. \$65.00 per unit 6. \$10.00 per unit or appliance 7. \$65.00 <b>Final inspection only</b> 8. <del>\$110.00</del> <b>130.00</b> per unit <b>Two inspections, rough &amp; final</b> 9. \$50.00 per tank \$15.00 per tank 10. <del>\$50.00</del> <b>65.00</b> 11. <b>\$130.00 2 inspections</b>

<p>12. Ex. Fan</p> <p>13. Radiant floor heat</p> <p>14. Duct work</p>	<p>12. \$10. Per fan</p> <p>13. \$65.00 first loop \$15.00 each additional loop</p> <p>14. \$25.00</p>
<p>Commercial, Industrial, Multiple, Etc.</p> <p>1. Furnace – New (including ducts- Excluding electric heat)</p> <p>a.) Up to 200,000 BTU</p> <p>b.) Over 200,000 BTU</p> <p>2. Gas Piping</p> <p>3. Humidifiers</p> <p>4. Electronic Air Cleaners</p> <p>5. Ventilation and Exhaust Fans</p> <p>6. Fireplaces or Wood Stoves</p> <p>7. Air Conditioners</p> <p>a.) Up to 8 HP</p> <p>b.) 8 HP to 50 HP</p> <p>c.) Over 50 HP</p> <p>8. LPG or Fuel Oil Tanks</p> <p>If below ground —add</p> <p>9. Minimum Permit Fee</p> <p>10. Refrigeration</p> <p>11. Fire Suppression – per sprinkler head</p>	<p>a.) <del>\$150.00</del> 175.00 per unit</p> <p>b.) <del>\$175.00</del> 200.00 per unit</p> <p>2. \$25.00 per unit</p> <p>3. \$25.00 per unit</p> <p>4. \$35.00 per unit</p> <p>5. \$50.00 each</p> <p>6. 75.00 per opening</p> <p>7.</p> <p>a.) \$65.00 per unit</p> <p>b.) \$80.00 per unit</p> <p>c.) \$100.00 per unit</p> <p>8. \$50.00 per tank</p> <p><del>\$15.00</del> 65.00 per tank</p> <p>9. \$100.00</p> <p>10. \$65.00 per unit</p> <p>11. \$3.00</p>

CHARTER TOWNSHIP OF SPRINGFIELD  
FEE SCHEDULE

Amended: January 13, 2021

<b>New One &amp; Two Family Residential:</b>	
1. Up to 2000 sq. ft	1.\$250.00
2. 2001 sq. ft to 2500 sq ft	2.\$275.00
3. 2501 sq ft to 3000 sq ft	3.\$300.00
4. 3001 sq ft to 3500 sq ft	4.\$325.00
5. 3501 sq ft to 4000 sq ft	5.\$350.00
6. For each 1000 sq. ft. (or increment thereof) over 4000 sq ft	6.\$75.00
Includes one furnace and related duct work, Additional furnaces, fireplaces, generators or solar per list above.	

**Plumbing Permits:**

FEE TYPE	FEE AMOUNT
<b>New</b> One & Two Family Residential:	
5. Up to 2000 sq. ft	1. <del>\$200.00</del> <b>250.00</b>
6. 2001 sq. ft to 2500 sq ft	2. <del>\$225.00</del> <b>275.00</b>
7. 2501 sq ft to 3000 sq ft	3. <del>\$250.00</del> <b>300.00</b>
8. 3001 sq ft to 3500 sq ft	4. <del>\$275.00</del> <b>325.00</b>
7. 3501 sq ft to 4000 sq ft	5. <del>\$300.00</del> <b>350.00</b>
8. For each 1000 sq. ft. (or increment thereof) over 4000 sq ft	6. <del>\$50.00</del> <b>75.00</b>



**CHARTER TOWNSHIP OF SPRINGFIELD  
FEE SCHEDULE**

Amended: **January 13, 2021**

Unit Rates-RESIDENTIAL (existing)	
1. Base Fee	1. <del>\$50.00</del> <b>75.00</b>
2. Stacks and Vents	2. <del>\$7.00</del> <b>9.00</b> each
3. Water closets	3. <del>\$7.00</del> <b>9.00</b> each
4. Shower and Bath Tubs	4. <del>\$7.00</del> <b>9.00</b> each
5. Jacuzzi, whirlpool or hot tub	5. <del>\$7.00</del> <b>9.00</b> each
6. Sinks and Lavs	6. <del>\$7.00</del> <b>9.00</b> each
7. Laundry Tray	7. <del>\$7.00</del> <b>9.00</b> each
8. Floor Drains	8. <del>\$7.00</del> <b>9.00</b> each
9. Sump Pump	9. <del>\$7.00</del> <b>9.00</b> each
10. Miscellaneous Fixtures (Items not listed)	10. <del>\$7.00</del> <b>9.00</b> each
11. Hose Bibs	11. <del>\$7.00</del> <b>9.00</b> each
12. Water Heater	12. <del>\$7.00</del> <b>9.00</b> each
13. Water Softener	13. <del>\$7.00</del> <b>9.00</b> each
14. Pump	14. <del>\$7.00</del> <b>9.00</b> each
15. Sump	15. <del>\$7.00</del> <b>9.00</b> each
16. Dishwasher	16. <del>\$7.00</del> <b>9.00</b> each
17. Disposal	17. <del>\$7.00</del> <b>9.00</b> each
18. Urinals	18. <del>\$7.00</del> <b>9.00</b> each
19. Drinking Fountains	19. <del>\$7.00</del> <b>9.00</b> each
20. Underground plumbing	20. <del>\$10.00</del> <b>13.00</b>
21. Underslab (if separate insp. Required)	21. <del>\$30.00</del> <b>35.00</b>
22. Lawn Sprinkler	22. <del>\$50.00</del>
23. Dental Chair	23. <del>\$6.00</del> <b>9.00</b>
24. Water Distribution System- based on First 200 ft.)	24.
a.) Up to 1-1/2" <b>2"</b>	a.) <del>\$25.00</del> <b>30.00</b>
b.) 2" to 3"	b.) <del>\$35.00</del> <b>40.00</b>
c.) Over 3"	c.) <del>\$55.00</del> <b>60.00</b>
d.) Each additional 100' (any size)	d.) <del>\$10.00</del> <b>15.00</b>
25. Remodel and/or addition	25. \$100.00 minimum

**Plumbing Permits (continued)**

FEE TYPE	FEE AMOUNT
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**CHARTER TOWNSHIP OF SPRINGFIELD  
FEE SCHEDULE**

Amended: **January 13, 2021**

<b>Unit Rates-COMMERCIAL</b>	
1. Base Fee	1. <del>\$75.00</del> <b>100.00</b>
2. Stacks and Vents	2. <del>\$10.00</del> <b>12.00</b>
3. Water closets	3. <del>\$10.00</del> <b>12.00</b>
4. Shower and Bath Tubs	4. <del>\$10.00</del> <b>12.00</b>
5. Jacuzzi, whirlpool or hot tub	5. <del>\$10.00</del> <b>12.00</b>
6. Sinks and Lavs	6. <del>\$10.00</del> <b>12.00</b>
7. Laundry Tray	7. <del>\$10.00</del> <b>12.00</b>
8. Floor Drains	8. <del>\$10.00</del> <b>12.00</b>
9. Sump Pump	9. <del>\$10.00</del> <b>12.00</b>
10. Miscellaneous Fixtures (Items not listed)	10. <del>\$10.00</del> <b>12.00</b>
11. Hose Bibs	11. <del>\$10.00</del> <b>12.00</b>
12. Water Heater	12. <del>\$10.00</del> <b>12.00</b>
13. Water Softener	13. <del>\$10.00</del> <b>12.00</b>
14. Pump	14. <del>\$10.00</del> <b>12.00</b>
15. Sump	15. <del>\$10.00</del> <b>12.00</b>
16. Dishwasher	16. <del>\$10.00</del> <b>12.00</b>
17. Disposal	17. <del>\$10.00</del> <b>12.00</b>
18. Urinals	18. <del>\$10.00</del> <b>12.00</b>
19. Drinking Fountains	19. <del>\$10.00</del> <b>12.00</b>
20. Underground plumbing	20. <del>\$25.00</del> <b>30.00</b>
21. Underslab (if separate insp. Required)	21. <del>\$30.00</del> <b>35.00</b>
22. Lawn Sprinkler	22. <del>\$50.00</del> <b>55.00</b>
23. Dental Chair – per chair	23. <del>\$10.00</del> <b>12.00</b>
24. Water Distribution System- based on First 200 ft.)	24.
a.) Up to 1½“ <b>2”</b>	a.) <del>\$35.00</del> <b>40.00</b>
b.) 2” to 3”	b.) <del>\$45.00</del> <b>50.00</b>
c.) Over 3”	c.) <del>\$60.00</del> <b>65.00</b>
d.) Each additional 100’ (any size)	d.) <del>\$10.00</del> <b>15.00</b>

**Electrical Permits:**

FEE TYPE	FEE AMOUNT
One & Two Family Residential-New	
1. Up to 2000 sq ft	1. <del>\$200.00</del> <b>250.00</b>
2. 2001 to 2500 sq ft	2. <del>\$225.00</del> <b>275.00</b>
3. 2501 to 3000 sq ft	3. <del>\$250.00</del> <b>300.00</b>
4. 3001 to 3500 sq ft	4. <del>\$275.00</del> <b>325.00</b>
5. 3501 to 4000 sq ft	5. <del>\$300.00</del> <b>350.00</b>
6. Over 4000 – per 1000 sq ft or increment thereof, <b>includes 1 furnace/ac, does not include EV charger, sub panels, pool or solar panels</b>	6. <del>\$50.00</del>
One & Two Family Residential Unit Rate – Accessory buildings, Additions, Remodel and Repair	
1. Base Fee	1. <del>\$15.00</del> <b>35.00</b>
2. Service	
a.) Temporary	a.) <del>\$25.00</del> <b>35.00</b>
b.) 100 amp or less	b.) <del>\$25.00</del> <b>35.00</b>
c.) 101 amp to 200 <b>400</b> amp	c.) <del>\$35.00</del> <b>50.00</b>
d.) <b>401 amp to 600 amp</b>	d.) <del>\$50.00</del> <b>65.00</b>
e.) Over 200 <b>601</b> amp	e.) <b>\$100.00</b>
3. Sub panels, transfer switches and master Panels	3. <del>\$15.00</del> <b>35.00</b>
4. Circuits	4. \$8.00 each
5. Fixtures – First 25 or fraction	5. \$10.00
6. Each additional 25 or fraction	6. \$8.00
7. Furnace	7. <del>\$7.00</del> <b>10.00</b> each
8. Heat Pump	8. \$30.00 each
9. Air Conditioner	9. \$30.00 each
10. <b>2 pole power outlets, Range, dryers,</b> Jacuzzi, whirlpool and hot tubs	10. \$30.00 each
11. Lamp posts	11. \$8.00 each
12. Automatic Alarms – Central Control	12. \$25.00 each
13. Electric Heat	13.
a.) Radiant	a.) \$10.00 per room
b.) Base Board per 8' section or increment	b.) \$5.00 each
14. Underground Trenching (over 50')	14. \$15.00 per 100'

CHARTER TOWNSHIP OF SPRINGFIELD  
FEE SCHEDULE

Amended: January 13, 2021

15. Minimum Permit Fee 16. Low Voltage 17. EV charger  18. Solar panels	15. <del>\$50.00</del> 65.00 16. \$40.00 17. \$65.00 for first unit – includes one inspection \$25.00 each additional unit 18. \$65.00 for first array- includes one inspection \$20.00 for each additional array Array is a group of solar panels attached to each other. Separate arrays would be on different roof areas.
Other (Commercial, Industrial, Multiple, etc.) 1. Base Fee 2. Service	1. <del>\$25.00</del> 45.00 2.



**CHARTER TOWNSHIP OF SPRINGFIELD  
FEE SCHEDULE**

Amended: **January 13, 2021**

a.) Temporary – 100 amp or less	a.) <del>\$30.00</del> <b>50.00</b>
Over 100 amp	<del>\$45.00</del> <b>65.00</b>
b.) Non-temporary	
200 amp or less	b.) <del>\$50.00</del> <b>60.00</b>
201 to 300 amp	<del>\$55.00</del> <b>65.00</b>
301 to 400 amp	<del>\$65.00</del> <b>75.00</b>
401 to 600 amp	<del>\$75.00</del> <b>85.00</b>
601 to 1000 amp	<del>\$90.00</del> <b>100.00</b>
Each additional 100 amp	<del>\$8.00</del> <b>10.00</b>
3. Sub-Panels, Master Panels & Transfer Switches	3. <del>\$15.00</del> <b>40.00</b>
4. Circuits	
5. Fixtures	4. <del>\$10.00</del> <b>15.00</b> first, \$8.00 each extra
a.) First 25 or fraction of	5.
b.) Each additional 25 or fraction	a.) \$25.00
6. Feeders and bus ducts	b.) <del>\$10.00</del> <b>15.00</b>
a.) Per 100' or fraction	6.
7. Lighting Poles & Base	a.) \$10.00
8. Power or Motor Circuits	7. \$10.00 each
	8.
a.) Up to 20 HP or KW	a.) <del>\$10.00</del> <b>15.00</b> each
b.) 21 to 50 HP or KW	b.) <del>\$15.00</del> <b>20.00</b> each
c.) 51 to 75 HP or KW	c.) <del>\$20.00</del> <b>25.00</b> each
d.) Over 75 HP or KW	d.) <del>\$30.00</del> <b>35.00</b> each
9. Fuel Pumps or Dispensing Units	9. \$5.00 per unit, \$10.00 each nozzle
10. Carnival, Circus & Amusement	10. \$100.00 minimum, <b>\$75.00 per hour</b>
11. Neon Gas Tube Lamp	11. \$10.00 each
12. Automatic Alarms-Central Control	12.
a.) Central Station	a.) \$50.00
13. Electric Heat	13.
a.) Radiant Heat	a.) \$8.00 per room
b.) Baseboard per 8' section or increment	b.) \$6.00 each
14. Minimum Permit Fee	
	14. <del>\$100.00</del> <b>130.00</b>



**Building Reinspection, Hourly Rate, and Misc.**

- A. Annual Contractor & Builder Filing Fee \$25.00
- B. Reinspections \$45.00 **65.00**
- C. Hourly Rate \$85.00  
Special inspections, consultation, items or permits 1 hour minimum  
NOT otherwise covered
- D. Work without permit Double Fee
- E. Cancellations & Refunds  
Upon written request, ~~prior to commencement or any work~~, permits  
may be cancelled by the **permit** holder and 80% of the permit fee will be refunded after  
~~Except not less than \$50.00~~ **65.00 per inspection performed has been deducted** will  
~~be retained by the Township to cover administrative~~ **ve** expenses.

**Community Sewer System User Fee: New Construction**

Development	User Fee per Unit
Autumn Shores	\$4200
Fountain Hills	\$0
Fountain Square	\$0
Fountain Village	\$3600
Hills of Kingston	\$5000
Kingston Pointe	\$2700
Stonegate	\$0
Sunset Bluff	\$5000

**SCHEDULE IV – LICENSES & PERMITS**

- I. Gravel Pits \$300.00 per year
- II. Junk & Salvage Yard \$ 25.00 per year
- III. Mechanical Amusement Devices \$ 10.00 per machine per  
year
- IV. Liquor License  
a. Application for Transfer or New \$750.00/application  
On premise Liquor License  
b. Ancillary permits, separate application \$ 75.00/application  
c. Applicable building department inspection fees See Schedule III
- V. Fireworks Display \$25.00 Permit Only  
Department Standby \$450
- VI. Solicitation Permit

## RESOLUTION

2023-05

### RESOLUTION TO AMEND FEE SCHEDULE

**RESOLVED**, that the Township Board of the Charter Township of Springfield, under the authorities granted, hereby amends the Charter Township of Springfield Fee Schedule as set forth in the attached SCHEDULE III, effective April 13, 2023.

Yes:

No:

Absent:

#### RESOLUTION DECLARED ADOPTED

STATE OF MICHIGAN     )  
  ) ss.  
COUNTY OF OAKLAND    )

I, Sean R. Miller, 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 Springfield Township Board of Trustees held on April 13, 2023, the original of which is on file in my office.

CHARTER TOWNSHIP OF SPRINGFIELD

---

SEAN R. MILLER, Clerk

# SPRINGFIELD CHARTER TOWNSHIP

LAURA MOREAU, SUPERVISOR

248-846-6502 | 248-846-6548 FAX



## MEMO

**TO:** Township Board  
**FROM:** Laura Moreau, Supervisor *[Signature]*  
**DATE:** April 6, 2023  
**RE:** Speed Limits on Gravel Roads – Discussion

This agenda item is in follow-up to a meeting I held on April 1 with Trustee Whitley and the family of Margaret Tippen, our resident who was fatally struck while walking on Kier Road last September. Mrs. Tippen's daughter contacted me a few weeks ago to discuss how we can work together to lower speed limits on gravel roads. While speed was not the primary factor in Margaret Tippen's death (the driver fell asleep at the wheel) this tragedy does emphasize the concerns we outlined in resolution 2020-06—RESOLUTION TO SUPPORT LEGISLATION TO REDUCE THE SPEED LIMIT ON UNIMPROVED ROADS.

Gravel roads in Springfield are not the wide, flat highways of northern Michigan. They also are not low-traffic country roads with only a few residences per mile. Our local and primary gravel roads are like busy neighborhood streets that support walking, biking, and other recreation. Further, many have narrow lanes, curves, hills, and poor sight distance. Yet, the current speed limit on unposted gravel roads is 55 mph. A township may request a reduction to 45 mph, but that is still nearly double the speed limit for neighborhood streets.

During our meeting with Margaret Tippen's family, we discussed ideas for public outreach, improved road signage, and ways to gain support from the State Legislature to amend the law. One idea would require the support of both Springfield and Groveland Township Boards—we would like to hold a memorial walk for Margaret Tippen on Kier Road. The purpose would not be to raise funds but to raise awareness. We hope that media coverage and images of our rural neighborhood roads will help gain support and put pressure on the Legislature. We also hope that some attention to this issue might get motorists to slow down and drive more cautiously. I contacted Supervisor DePalma earlier this week and the Groveland Township Board will also consider the proposed walk at their April board meeting. If we move ahead and find there is support for an awareness campaign, perhaps other townships can choose a gravel road in their own community to continue the effort.

Attached for consideration is the resolution adopted in October 2020 and the most recent proposed legislation regarding gravel road speed limits. I look forward to our discussion on the 13<sup>th</sup>.





**RESOLUTION**  
**2020-06**

**RESOLUTION TO SUPPORT LEGISLATION TO REDUCE THE SPEED LIMIT ON UNIMPROVED ROADS**

At the regular meeting of the Township Board of the Charter Township of Springfield, County of Oakland, Michigan, held on the 8<sup>th</sup> day of October, 2020, at 7:30 p.m.

PRESENT: Cooper, Dubre, Hensler, Hopper, Moreau, Vallad and Walls

ABSENT: None

The following preamble and resolution were offered by Hopper and supported by Cooper.

WHEREAS, more than 750 miles of the 2,700-plus miles of the Road Commission for Oakland County's (RCOC) roads are not paved; and

WHEREAS, under MCL 42.15, Charter Townships may enact ordinances considered necessary to provide for the public peace and health and for the safety of persons and property in the Charter Township; and

WHEREAS, a safe and efficient transportation system is essential to commerce and daily activities and represents a significant health and safety concern; and

WHEREAS, pursuant to MCL 257.627 of the Michigan Vehicle Code, the speed limit on county highways with a gravel or unimproved surface is 55 mph; and

WHEREAS, currently a Township located within a county with a population of 1,000,000 or more, may request the County Road Commission to reduce the speed limit to 45 mph on a gravel road; however, if a Township requests a speed limit below 45 mph on an unpaved road, the County Road Commission must conduct a speed study with the Michigan State Police "for the purpose of establishing a modified speed limit;" and

WHEREAS, in the absence of sidewalks, residents of Springfield Township use local and primary gravel roads for bicycling, walking, running, dog walking, and horseback riding; and

WHEREAS, the current unposted speed limit of 55 miles per hour on gravel roads within Oakland County can be an unsafe speed to be traveling according to the width, curves, bumps, hills, and poor sight distance found on gravel roads; and

WHEREAS, tickets issued for failure to use due care and caution are reactionary in use and do not prohibit unsafe driving habits; and



WHEREAS, many Springfield Township Residents are requesting the 55 mph speed limit on local gravel roads to be lowered; and

WHEREAS, it is understood Springfield Township will be responsible for all costs associated with installing new lower speed limit signs; and

NOW THEREFORE BE IT RESOLVED, the Township Board of Trustees of the Charter Township of Springfield urges, with all due expedience, that diligent steps be taken toward action on and the enactment of legislation which would allow Charter Townships with the approval by the Road Commission, to establish speed limits on gravel roads based on criteria such as road conditions, topography, and traffic patterns, all of which are best known by individuals and their elected representatives residing in the locality.

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

NAYS: none

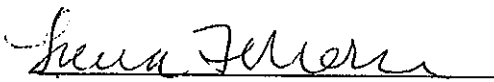
ABSENT: none

**RESOLUTION DECLARED ADOPTED.**

STATE OF MICHIGAN    )  
  ) ss.  
COUNTY OF OAKLAND )

I, the undersigned duly qualified Township Clerk of the Charter Township of Springfield, Oakland County, Michigan, do hereby certify the foregoing is a true and complete copy of the proceedings taken by the Township Board of the Charter Township of Springfield at a meeting held on the 8<sup>th</sup> day of October 2020.

CHARTER TOWNSHIP OF SPRINGFIELD

  
LAURA MOREAU, Clerk

Date: October 12, 2020

# HOUSE BILL NO. 4012

January 12, 2023, Introduced by Rep. Slagh and referred to the Committee on Transportation, Mobility, and Infrastructure.

A bill to amend 1949 PA 300, entitled  
"Michigan vehicle code,"  
by amending section 628 (MCL 257.628), as amended by 2016 PA 447.

## **THE PEOPLE OF THE STATE OF MICHIGAN ENACT:**

1       Sec. 628. (1) If the county road commission, the township  
2 board, and the department of state police unanimously determine  
3 upon the basis of an engineering and traffic investigation that the  
4 speed of vehicular traffic on a county highway is greater or less  
5 than is reasonable or safe under the conditions found to exist upon

1 any part of the highway, then acting unanimously they may establish  
2 a reasonable and safe maximum or minimum speed limit on that county  
3 highway that is effective at the times determined when appropriate  
4 signs giving notice of the speed limit are erected on the highway.  
5 A township board may petition the county road commission or the  
6 department of state police for a proposed change in the speed  
7 limit. A township board that does not wish to continue as part of  
8 the process provided by this subsection shall notify in writing the  
9 county road commission. A public record of a traffic control order  
10 establishing a modified speed limit authorized under this  
11 subsection ~~shall~~ **must** be filed at the office of the county clerk of  
12 the county in which the limited access freeway or state trunk line  
13 highway is located, and a certified copy of a traffic control order  
14 ~~shall be~~ **is** evidence in every court of this state of the authority  
15 for the issuance of that traffic control order. As used in this  
16 subsection, "county road commission" means the board of county road  
17 commissioners elected or appointed under section 6 of chapter IV of  
18 1909 PA 283, MCL 224.6, or, in the case of a charter county with a  
19 population of ~~2,000,000~~ **1,500,000** or more with an elected county  
20 executive that does not have a board of county road commissioners,  
21 the county executive.

22 (2) In the case of a county highway, a township board may  
23 petition the county road commission, or in counties where there is  
24 no road commission but there is a county board of commissioners,  
25 the township board may petition the county board of commissioners  
26 for any of the following:

27 (a) A proposed change in the speed limit without the necessity  
28 of a speed study consistent with the methods prescribed for  
29 establishing speed limits under section 627.

1 (b) A proposed change in the speed limit consistent with the  
2 provisions for establishing speed limits under this section.

3 (c) The posting of an advisory sign or device for the purpose  
4 of drawing the attention of vehicle operators to an unexpected  
5 condition on or near the roadway that is not readily apparent to  
6 road users.

7 (3) The state transportation department and the department of  
8 state police shall jointly determine any modified maximum or  
9 minimum speed limits on limited access freeways or trunk line  
10 highways consistent with the requirements of this section. A public  
11 record of a traffic control order establishing a modified speed  
12 limit authorized under this subsection ~~shall~~**must** be filed at the  
13 office of the county clerk of the county in which the limited  
14 access freeway or trunk line highway is located, and a certified  
15 copy of a traffic control order ~~shall be~~**is** evidence in every court  
16 of this state of the authority for the issuance of that traffic  
17 control order.

18 (4) A local road authority shall determine any modified speed  
19 limits on local highways consistent with the requirements of this  
20 section. A public record of a traffic control order establishing a  
21 modified speed limit authorized under this subsection ~~shall~~**must** be  
22 filed at the office of the city or village or administrative office  
23 of the airport, college, or university in which the local highway  
24 is located, and a certified copy of the traffic control order ~~shall~~  
25 ~~be~~**is** evidence in every court of this state of the authority for  
26 the issuance of that traffic control order.

27 (5) A speed limit established under this section ~~shall~~**must** be  
28 determined **in accordance with traffic engineering practices that**  
29 **provide an objective analysis of the characteristics of the highway**



1 ~~and by an engineering and safety study and by the~~ eighty-fifth  
2 percentile speed of free-flowing traffic under ideal conditions of  
3 ~~a section of on the fastest portion of the~~ highway ~~rounded to the~~  
4 ~~nearest multiple segment for which the speed limit is being posted.~~  
5 The speed limit must be in multiples of 5 miles per hour and  
6 rounded to a multiple that is within 5 miles per hour of the  
7 eighty-fifth percentile speed. A speed limit established under this  
8 ~~act shall not be posted at less than the fiftieth percentile speed~~  
9 ~~of free-flowing traffic under optimal conditions on the fastest~~  
10 ~~portion of the highway segment for which the speed limit is being~~  
11 ~~posted.~~ section may be set below the eighty-fifth percentile speed  
12 if an engineering and safety study demonstrates a situation with  
13 hazards to public safety that are not reflected by the eighty-fifth  
14 percentile speed, but must not be set below the fiftieth percentile  
15 speed.

16 (6) If a highway segment includes 1 or more features with a  
17 design speed that is lower than the speed limit determined under  
18 subsection (5), the road authority may post advisory signs.

19 (7) If upon investigation the state transportation department  
20 or county road commission and the department of state police find  
21 it in the interest of public safety, they may order township, city,  
22 or village officials to erect and maintain, take down, or regulate  
23 the speed limit signs, signals, or devices as directed, and in  
24 default of an order the state transportation department or county  
25 road commission may cause the designated signs, signals, and  
26 devices to be erected and maintained, taken down, regulated, or  
27 controlled, in the manner previously directed, and pay for the  
28 erecting and maintenance, removal, regulation, or control of the  
29 sign, signal, or device out of the highway fund designated.

(8) Signs posted under this section ~~shall~~**must** conform to the Michigan manual on uniform traffic control devices.

(9) ~~A person~~**An individual** who violates a speed limit established under this section is responsible for a civil infraction.

(10) As used in ~~this section~~:

~~(a) "County~~**subsections (2) to (9), "county** road commission" means any of the following:

**(a)** ~~(i)~~—The board of county road commissioners elected or appointed under section 6 of chapter IV of 1909 PA 283, MCL 224.6.

**(b)** ~~(ii)~~—In the case of the dissolution of the county road commission under section 6 of chapter IV of 1909 PA 283, MCL 224.6, the county board of commissioners.

**(c)** ~~(iii)~~—In the case of a charter county with a population of 1,500,000 or more with an elected county executive that does not have a board of county road commissioners, the county executive.

**(d)** ~~(iv)~~—In the case of a charter county with a population of more than 750,000 but less than 1,000,000 with an elected county executive that does not have a board of county road commissioners, the department of roads.

**(11) As used in this section:**

**(a)** ~~(b)~~—"Design speed" means that term as used and determined under "A Policy on Geometric Design of Highways and Streets", ~~sixth~~**seventh** ed., 2011, ~~or a subsequent edition, 2018~~, issued by the American Association of State Highway and Transportation Officials.

**(b)** ~~(c)~~—"Local road authority" means the governing body of a city, village, airport, college, or university.

**(c)** ~~(d)~~—"Traffic control order" means a document filed with the proper authority that establishes the legal and enforceable

1 speed limit for the highway segment described in the document.

# Memo

## Township Board

**To:** Township Board  
**From:** Chris Benedict  
**Date:** April 5, 2023  
**Re:** Backup System for Township Server

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### Background

The Township's current backup system has been in place since 2016, and utilizes software called BackupAssist, which backs our server data up to portable hard drives, rotated daily, with one drive always kept off-site. The system has mostly worked well, with a 100% success rate for individual file recovery when needed. Over the past few months, however, we've experienced an abnormally high number of backup failures, with a great deal of time spent troubleshooting the issue and running manual backups to compensate.

Supervisor Moreau was advised of the situation and authorized the evaluation of alternative backup systems. Several systems have been evaluated, but we had been holding off on bringing a recommendation to the Board in anticipation of funding potentially becoming available through the Infrastructure Investment and Jobs Act (IIJA). The State of Michigan, however, appears to be leaning toward distributing that funding in the form of services (as of now at least), so that funding remains in limbo.

As was described in the February IT Report, on the morning of February 9, two of the Civic Center server's four hard drives experienced a catastrophic hardware failure. Fortunately, we had spare hard drives on site and were able to immediately replace the failed drives, but because the hard drives failed while the previous day's backup was running, our most recent viable backup was two days old. We were able to successfully restore our system after approximately 14 hours of downtime, but all data either saved to our server drives or entered into our server-based software databases on February 8 was lost.

### Response

Since the replacement of the failed hard drives and data restoration, backups have been completing successfully. This would indicate the primary cause of backup failures was the failing hard drives. We have replaced the Smart Array battery, which we believe was failing and contributed to the loss of data when the hard drives failed. We've run several diagnostics on the server and all appears to be functioning properly. Other actions we've taken in response:

- Performing weekly backups of all BS&A databases and offloading to a separate hard drive
- Added a cloud-based backup to our daily backups (this is a very basic option with untested reliability)

After reviewing the incident with Supervisor Moreau and Treasurer Dubre (Clerk Miller was out of the office that week) and discussing how much more severely the Township's ability to provide services could have been impacted with only slightly different timing/variables, it was agreed that a more advanced backup solution has become a necessity. Supervisor Moreau therefore authorized me to complete acquisition and evaluation of proposals for upgrading the Township's backup system.



## Proposed Alternative Solutions

Evaluation of alternative backup systems centered on the following criteria:

- Reliability of data recovery
- Minimization of network downtime
- Security/protection of data

Cost is also a key consideration, so while the solutions evaluated are a significant increase compared to the cost of the current system, the evaluated systems were also selected in part because their cost effectiveness in terms of value provided in comparison to other available systems.

Four alternative backup system vendors have been evaluated, though one is not included here due to a lack of response to requests for further pricing information. Two of the vendors offer systems based on a platform called Datto; the other (Cohesity) offers its own in-house system. All of these platforms are recommended by MI-GMIS colleagues, though Datto seems to be the most widely used.

The Datto and Cohesity solutions offer a key feature unavailable with our current system: the ability to provide near immediate restoration of our system through use of a virtual machine (VM) instance of our server. Whether with an on-site backup appliance or through a cloud-based instance, in the event our data becomes unavailable or corrupted, such as by a server hardware failure or ransomware/virus, our network would within a few minutes be switched to running from the virtualized instance of our server, with users having full functionality just as if the network hadn't gone down. We would be able to run our network off the VM for as long as necessary to troubleshoot, repair, replace, or disinfect our server. Currently, even in the most optimal of conditions requiring restoration from a backup, a full system restore takes approximately six hours.

Another significant differentiation with the Datto solutions is the level of support and management provided by the vendors. They perform daily testing of the backups, and their staff will alert us immediately to any abnormalities they see that may indicate potential hardware issues. Further details are included in the attached proposals.

### **ITPartners+ (annual cost = \$10,788 with one-time implementation cost of \$687; contract term = 36 months):**

Based in Grand Rapids, Michigan, ITPartners+ is a managed service provider utilizing the Datto platform. This solution includes an on-site backup appliance, provided by Datto at no cost, that offers the ability to run our network as a virtual machine in the event our server is offline. Datto also includes a cloud component, uploading encrypted data backups to two different data centers nightly, also with the ability to run a virtualized instance of our server should the Datto appliance fail or sustain damage. Backups can be run as often as every five minutes, though hourly is the recommended frequency. ITPartners+ provides daily monitoring and testing of the backups. During implementation, we would work with ITPartners+ to develop a joint disaster recovery plan, so specific actions can be taken in response to various situations as we dictate.

### **ThinkGard (annual cost = \$13,656 with one-time implementation cost of \$1,000; contract term = 36 months):**

Based in Birmingham, Alabama but with personnel in Michigan, ThinkGard also utilizes the Datto platform, and provides services nearly identical to ITPartners+. ThinkGard does seem to focus more exclusively on backup/disaster recovery while ITPartners+ offers a wider range of managed IT services, but both companies presented impressive demonstrations of the Datto product and the support they provide with it. ThinkGard's solution offers the same Datto appliance at no cost, the same virtualization capabilities, and the same level of support/monitoring/testing as ITPartners+. ThinkGard would also work with us to develop a joint disaster recovery plan. The only significant difference between the two options seems to be the quoted cost.

**Cohesity (annual cost = \$2,320 contract term = 12 months):**

Cohesity is based in San Jose, California, and provides their own backup/recovery platform. The Cohesity solution is cloud-based, but offers similar functionality to the Datto platform, albeit without the on-site backup appliance (an on-premise component is available at an additional cost, but was not recommended by their rep). Cohesity utilizes Amazon's cloud infrastructure, with data replicated in three different U.S. locations. Being a cloud-only solution, it would be my recommendation to also continue using BackupAssist as a supplemental on-premise backup.

**Recommendation**

Based on the post-incident feedback from Supervisor Moreau and Treasurer Dubre, the Datto solution would best achieve the level of recovery/restoration capabilities expressed as vital to ensure continuity of operations for the Township. With the two Datto proposals offering comparable levels of service and support, the difference in cost makes ITPartners+ the recommended solution.

**Budget**

This expense was not budgeted for in 2023 and would require a budget amendment.

**Suggested motion: Authorize the Supervisor to enter into agreement with ITPartners+ for backup and disaster recovery services for a three year term as outlined in their proposal at an annual cost not to exceed \$11,000 charged to the IT Services cost center.**



# Springfield Township - Datto 4TB BCDR Quote

Version: 1



# ITPartners+<sup>TM</sup>



Prepared for:

Chris Benedict  
cbenedict@springfield-twp.us

Prepared by:

Sean Trudeau  
sean@itpartners.com

Friday, March 31, 2023

Springfield Township  
Chris Benedict

cibenedict@springfield-twp.us

Dear Chris,

We welcome the opportunity to work with Springfield Township. We currently work with other Agencies to provide backup and disaster recovery solutions through Datto. We are happy to provide references upon request.

ITPartners+ is a current TIPS Contract Holder for Technology Solutions Products & Services that can be used for Michigan agencies:

- TIPS Contract #200105
- Verification: <https://www.tips-usa.com/vendorProfile.cfm?RecordID=31A485EBACB8DF9FC59230F4F3936B8D>

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Sean Trudeau  
VP of Business Development  
ITPartners+



## Hardware

Description	Price	Qty	Ext. Price
Datto SIRIS 4 Enterprise 4TB Backup Appliance <ul style="list-style-type: none"><li>• CPU: Intel Xeon D2143IT</li><li>• RAM: 48GB DDR4</li><li>• Array: RAID 5</li><li>• NICs: 12x 10GbE</li><li>• OS Drive: 240GB SSD</li><li>• Chassis: 1U rackmount</li><li>• 5 Year Full Hardware Warranty</li></ul>	\$0.00	1	\$0.00

Free with 3-Year Commitment

**Special pricing applies to MI-GMIS members.**

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Subtotal:	\$0.00
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## Annual Service

Description		Recurring	Qty	Ext. Recurring
Datto Siris 5 4TB w/ Infinite Cloud Retention	datto	\$899.00	12	\$10,788.00
Infinite Cloud Retention				

Unlimited Cloud Storage

Includes the following services:

- Best practice alignment on remediation
- Daily screenshot verification
- Direct to tech support during normal business hours to ITPartners+
- Direct to tech support from Datto 24/7/265
- Backup & Disaster Recovery Procedures customized to your individual servers
- Hardware health monitoring and warranty facilitation

**Special pricing. Standard state negotiated pricing is \$1,109/month.**

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Annual Subtotal:	\$10,788.00
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Services

Description		Price	Qty	Ext. Price
Professional Services: Onboarding & Setup	ITPartners+	\$229.00	3	\$687.00
• Full On-Boarding Based on Scope of Work - Flat-fixed fee				
Subtotal:				\$687.00

Statement of Work

Executive Summary

ITPartners+ is offering (1) 4TB Datto Siris 4 hardware appliance with infinite cloud retention, complete management and full easy disaster recovery. This Datto solution will virtually **eliminate** all downtime in the event of a disaster. In addition, Springfield Township can virtualize one or more servers that have crashed from hardware, ransomware, or human error within minutes—either locally or via the secure cloud.

The Siris hardware appliance has the capability to immediately virtualize an unlimited number of agents (protected servers, limited only by hardware capacity) in the event of a disaster. In the event of a major catastrophe where the Datto appliance gets destroyed (such as fire, flood, etc.), Springfield Township will be able to virtualize in Datto’s secure cloud and keep operations running in a sense of normal. There will be no additional costs to Springfield Township with cloud storage space, as it may grow, even with cloud revision history. The cloud will automatically retain images of servers indefinitely (subject to retention schedule) with no overages in cost.

Together, Datto and ITPartners+ are the best solution for a managed backup solution for Springfield Township. We provide capabilities for full image backups, individual file restores, granular exchange & SQL restores, (and most importantly) full screenshot verification with visual proof that the backups are working. The solution fully integrates into Hyper-V and VMware and allows for full bare metal restores.

ITPartners+ will also provide a full 100% hardware warranty on the Datto appliance for up to 5 years.

Scope of Services

1. Local and cloud off-site backups are included as part of this proposal in addition to the ability to fully virtualize all protected servers, either locally or in the cloud, with full screenshot proof of successful backups.
2. Data encryption that meets HIPPA and HITECH standards is provided both in transit and at rest is included with this proposal. Data center audits as well as documentation can be provided upon request.
3. Unlimited local and cloud file restores are included without any overage fees.
4. Unlimited revision history, at the Springfield Township discretion, for local backups can be configured (based on local storage space available). Infinite cloud retention is included in this proposal.
5. Bare Metal Restores (BMR), as well as the ability to export directly to VMware or to a VHD or VMDK with a single click, is part of the proposal.
6. The ability to restore physical and virtual machines is included as part of the proposal.
7. As part of the BMR, your agency will have the ability to restore to dissimilar hardware.
8. All backups have the option to be encrypted at the discretion of your agency automatically for both local and off-site.
9. Agentless backups are included for VMware & Hyper-V.
10. Incremental backups can be configured to take place up to every 5 minutes, if desired.
11. ITPartners+ will provide monitoring of issues daily and your agency will be copied on all alerts and have full access to the device both locally and in the cloud.
12. SQL and Exchange databases will be backed up as part of the image and your agency will have the ability to perform granular restores instead of restoring the entire database, if desired.
13. Files, folders, or full partitions can be restored individually.
14. **Invoicing will not change as long as the device does not get upgraded/downgraded during the contract. your agency can use an unlimited amount of cloud storage without any billable overages.**

## Implementation Plan

### Data Gathering

ITPartners+ will review the current environment for your agency to ensure the smoothest possible transition from the existing backup solution to the Datto solution. This includes but is not limited to checking hardware configurations, software version, and current available/used storage, & network speed (Internet & local). If there are incompatible elements of the environment with the proposed solution, a recommendation will be made to ensure best

practice.

### Migration Strategy

If none of the existing data needs to be migrated to the new solution, the migration process will be straightforward and simple. ITPartners+ will replace the current backup plan with the Datto SIRIS unit. All current forms of backup will be decommissioned once the Datto device is in production, and is fully implemented and tested per the requirements of your agency.

### Solution Implementation

The Datto SIRIS device will be placed onsite at the main data center for your agency. The Datto SIRIS 5 has the ability to do agentless backups for VMs in VMWare (see <https://kb.datto.com/hc/en-us/articles/205931640-Getting-Started-with-Agentless-Backups> for agentless backup requirements.) There will be an agent installed on the physical Domain controller, as well as any other physical machine in the environment. A one-time reboot of all physical machines is required after installation of the agent.

### Configuration

The Datto SIRIS 5 will be configured to backup all virtual and physical machines in the environment. Physical and virtual machines can be backed up as little as every 5 minutes (recommended is 1 hour). The local and cloud (off-site) sync schedule will be set based on the your agency's requirements. Alerts and notifications will be configured not only for the Datto Backup Device, but also for each individual physical and virtual machine. Granular Restore will be configured to allow restore of Exchange mailboxes and SQL databases in the event of a disaster.

### Testing

Each image-based backup of the physical and virtual machines will be tested to ensure the backup is working properly before the current backup solution is decommissioned. This includes checking screenshot verification, as virtualizing each backup to ensure its integrity. ITPartners+ will also ensure all notifications system, either via email and/or text, are working as intended, and notifying the correct staff.

### Acceptance

ITPartners+ will create a list of milestones and tasks, and will have your agency sign off on each individual task once its completion is deemed satisfactory.

### Ongoing Maintenance and Support

- ITPartners+ will provide appropriate notifications to your agency staff for all incidents encountered.
- All patch management and OS upgrades will be applied to the Datto appliance. Patch management to the actual Windows servers themselves will not be applied as part of this proposal.
- Your agency will have full access to Datto's Knowledge Base (KB's), service bulletins, alerts, and online portal



### Functional Requirements and Competitive Advantages

1. The costs provided include setup, training, support, and migration from the existing backup infrastructures to Datto's local and cloud platform.
2. Round trips to seed the data center will be provided at no charge.
3. Your agency will need to provide the following:
  1. Adequate internet speeds to send data from your agency to the datto cloud
  2. Redundant surge protected power and 2U of space in the network rack
  3. All VM's and Servers to be backed up must be on the same local LAN as the datto appliance
  4. Deployment of any agents and reboots of servers prior to installation

Disclaimer: In disaster scenarios, a limited number of servers can virtualize at once only limited by hardware capacity and your agencies desired speed.

#### Pruning of Incremental Offsite Backups:

#### Takes Place

Intra-dailies

7 Days

Dailies

2 Weeks

Weeklies

45 Days

Monthlies

As long as service

### Terms

1. I hereby authorize ITPartners LLC, a Michigan limited liability company ("ITPartners+") to establish a business backup and continuity system for specified company data of **Springfield Charter Township, MI** ("Customer") using Datto Inc., a contractor of ITPartners+.
2. The term of this agreement is for a period of three (3) years from the date of this agreement. This data backup agreement shall be renewed automatically for a period of one year when this agreement expires unless the customer provides a minimum 60-day written notice to ITPartners+ prior to renewal date. In the event Customer terminates this agreement prior to the full term, or ITPartners+ terminates this agreement for failure of Customer to make payments in accordance with this Agreement, the Customer shall be responsible for the remaining balance of the term of this Agreement. The remaining balance shall be due as a lump sum at the time of the termination of this Agreement.
3. ITPartners+ may cancel the Agreement at any time and for any reason upon 30-days prior written notice to Customer.
4. Data included in the cloud portion of the backup package is backed up to various data centers with Datto Inc. No data is stored or maintained through ITPartners+. In the event of a backup failure,

ITPartners+ will restore any data with the latest successful backup in accordance with the price and terms set forth in Section 8 below. Although the event of data loss is unlikely, ITPartners+, and its contractor, Datto Inc., shall not be liable for any lost or deleted data. It is the responsibility of the Customer to verify data integrity. Examples of data loss for which ITPartners+ or Datto Inc. is not responsible include: electrical or internet outages, Customer hardware failure, acts of God, theft/loss/damage to the backup device at Customer facility, Customer staff errors, or any data loss and missing data.

5. In the event Customer's data exceeds the maximum recommended space on the backup device, then ITPartners+ shall notify Customer of the need to upgrade the storage capacity and/or storage device. ITPartners+ shall have the right to increase the Backup Service Fee based on the Customer's data use when new hardware is installed. Need for increased service is also calculated when the available free space on the device is smaller than the largest backed up agent on the device.
6. ITPartners+ will provide the following support as part of the Monthly Service Fee: monitor screen shots for verification of successful backup, and provide notification to Customer when alerted of backup failures. Support is provided as a service through ITPartners+ and support is also included from Datto Inc. through ITPartners+. Support does not include: Disasters and issues on Customer equipment resulting in failed backups. Customer may retain ITPartners+ to resolve non-support issues and will be billed at ITPartners+ then current hourly rate. Any issues outside the covered support or other questions or assistance will be billed at the then current ITPartners+ hourly rate. Please contact (616) 828-1010 for all support related to data backup.
7. Customer who backs up data with ITPartners+ assumes all responsibility for the content of its data. ITPartners+ shall not be held responsible for any backed-up content. Customer specifically agrees that ITPartners+ will have no liability to, or duty to indemnify Customer, or any third parties claiming through Customer, for any and all losses, costs, expenses, fees, claims, damages, liabilities or causes of action (including without limitation reasonable attorneys' fees and costs), for any compensatory, punitive, special, indirect, incidental or consequential damages (including loss of profits, revenue or other economic benefits), arising from the failure of ITPartners+ to perform any obligation arising under this Agreement, even if ITPartners+ has been advised of the possibility of such damages, except that ITPartners+ will be liable to Customer to the extent any losses, costs, expenses, fees, claims, damages, liabilities or causes of action are due to the willful misconduct, fraud or intentional tort of ITPartners+. In the event ITPartners+ causes a loss of data during a backup restoration due to any of the above, in no event shall ITPartners+ be liable for any lost data or other damage (including consequential or special damage or lost profits) in excess of 4 months of the then current monthly fee under this Agreement.
8. ITPartners+ is not responsible for any financial implications of any planned/unplanned downtime by Datto, Inc. for any reason or failures of Customer equipment or software including Datto backup appliance.

## Financial Summary

### Datto Siris 4 4TB

#### Year 1 Cost:

Appliance:	\$0
Professional Services:	\$687
<b>Annual Service:</b>	<b>\$10,788</b>
<b>Year 1 Total:</b>	<b>\$11,475</b>

#### Year 2 Cost:

<b>Annual Service:</b>	<b>\$10,788</b>
<b>Year 2 Total:</b>	<b>\$10,788</b>

**Year 3 Cost:**

**Annual Service:**            **\$10,788**

**Year 3 Total:**                **\$10,788**

## Springfield Township - Datto 4TB BCDR Quote

Prepared by:

**ITPartners+**

Sean Trudeau  
616-828-1010  
sean@itpartners.com

Prepared for:

**Springfield Township**

Chris Benedict  
(248) 846-6506  
cbenedict@springfield-twp.us

Quote Information:

**Quote #: 010887**

Version: 1

Delivery Date: 03/31/2023

Expiration Date: 04/29/2023

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### Quote Summary

Description	Amount
Hardware	\$0.00
Services	\$687.00
<b>Total:</b>	<b>\$687.00</b>

### Annual Expenses Summary

Description	Amount
Annual Service	\$10,788.00
<b>Annual Total:</b>	<b>\$10,788.00</b>

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

**ITPartners+**

**Springfield Township**

Signature:

Name: Sean Trudeau

Title: VP of Business Development

Date: 03/31/2023

Signature:

Name: Chris Benedict

Date:



## Springfield Charter Township, MI - 4TB Enterprise Backup Solution

Quote created: November 18, 2022 Reference: 20221118-122552523

**Springfield Charter Township, MI**

12000 Davisburg Rd

Davisburg, MI 48350

United States

**Chris Benedict**

cbenedict@springfield-twp.us

+12488466506

### Comments

This proposal for Springfield Charter Township, MI includes pricing for ThinkGard's managed backup and disaster recovery as a service solution (BDRaaS).

Brittany Rademacher - Sales Executive ThinkGard

## Products & Services

Item & Description	SKU	Quantity	Unit Price	Total
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Item & Description	SKU	Quantity	Unit Price	Total
<b>Enterprise 4TB Appliance (S5 - 4TB)</b> • CPU: Intel Xeon E-2286G (6c/12t 4GHz, 4.9GHz Turbo) • RAM: 32GB • Array: 2x4TB RAID 1 (Mirror) • NICs: 2x 10G, 2x 1G • OS Drive: 256GB NVMe m.2 SSD • Performance Cache: 256GB NVMe m.2 SSD • Chassis: 1U		1	\$2,528.85	\$0.00 after \$2,528.85 discount
<b>DataGard 4TB Monthly Services</b> Services Included in Monthly Rate: <ul style="list-style-type: none"> <li>• 1 Year Time-Based Retention in US-based datacenters (TBR)</li> <li>• Local backups in variable rates to the appliance (5 minutes – 24 hours)</li> <li>• Backup replication - 2 remote bicoastal sites</li> <li>• Daily monitoring &amp; technical support to keep backups running</li> <li>• Assist in file and server recovery</li> <li>• On-Call trouble shooting service</li> <li>• Annual system testing including local &amp; cloud test</li> <li>• Full technical DR documentation</li> <li>• 5-year warranty on the backup appliance</li> <li>• 30 days of off-site virtualization after which a fee of \$200.00 per 24 hours will apply.</li> </ul>		1	\$1,138.00 / month	\$1,138.00 / month for 3 years

Item & Description	SKU	Quantity	Unit Price	Total
<b>Implementation Services - Enterprise</b>	2IP268	1	\$1,000.00	\$1,000.00

The one-time fee includes:

- Optimize & preconfigure appliance(s).
- Assistance in installing backup agents on each server.
- Initial disaster recovery testing to build technical DR documentation.
- Setup of reporting and alerting.

Monthly subtotal	\$1,138.00
One-time subtotal	\$1,000.00
after \$2,528.85 discount	
<b>Total</b>	<b>\$2,138.00</b>

### Signature

Before you sign this quote, an email must be sent to you to verify your identity. Find your profile below to request a verification email.

**Chris Benedict**

cbenedict@springfield-twp.us

**Kevin Fuller**

kevin@thinkgard.com

**This quote expires on May 1, 2023**

## **Purchase terms**

### **BACKUP AND DISASTER RECOVERY AGREEMENT TERMS**

**Term:** This Agreement between Client and THINKGARD is effective upon the date signed by the Client, shall remain in force for a period of 3 years (36 Months) and be reviewed yearly to address any necessary adjustments or modifications. Should adjustments or modifications be required that affect the fees paid for the services rendered under this Agreement, said fee adjustment will be negotiated and agreed-to between the Client and THINKGARD in writing. Absent such a written adjustment, the Agreement automatically renews for a subsequent one-year term beginning on the day immediately following the end of the Initial Term unless either party gives the other thirty (30) day's prior written notice of its intent not to renew this Agreement. This Agreement cannot be automatically renewed more than five (5) times. This Agreement may be terminated by the Client upon ninety (90) day's written notice if THINKGARD:

- Fails to substantially complete or satisfy its obligations under this Agreement and does not cure any identified failure within ninety (90) days of receipt of written notice of said failure from the Client;
- Breaches any material term or condition of this Agreement and fails to remedy such breach within ninety (90) days of receipt of written notice of such a breach from the Client; Terminates or suspends its business operations, unless it is succeeded by a permitted assignee under this Agreement.

If either party terminates this Agreement, THINKGARD will, if requested by the Client, assist Client in the orderly termination of services, including timely transfer of the services to another designated provider. Client agrees to pay THINKGARD the actual costs of rendering such assistance. Actual costs could include but are not limited to: Training, data transfer, license transfers or equipment de-installation. If Client terminates this Agreement without cause, Client agrees to pay THINKGARD a termination fee equal the actual hard costs that ThinkGard incurred as result of this early cancellation. Client agrees to allow THINKGARD to assign, delegate, subcontract services to third party competent contractors approved by THINKGARD and client.

**Services Provided:** An on-site Backup Appliance that acts as a local storage device for data backups and standby server in the event of server and/or workstation failure.

- a) Incremental backups sent to the backup appliance once an hour by default.
- b) Secure Remote (Off-site) Storage provided at two (2) secure data centers.
- c) Day-to-day data restoration of files, file folders, emails or email stores, SQL databases, and SharePoint.
- d) Full data recovery from secure data centers with the most recent information stored offsite - in the event of total catastrophe, where the on-site server and backup appliance are lost.
- e) Full management, monitoring, and testing of the backup appliance and remote storage.

**Security:** All data is fully encrypted during transmits off-site and while stored off-site. All data is stored off-site, in encrypted form, on multiple servers in two (2) highly secure data center facilities. (a) Each file is encrypted using 256-bit AES and SSL key-based



encryption technology. 256-bit AES encrypted data cannot be read without the corresponding keys – a feature designed to prohibit the misuse of the encrypted data. (b) The on-site backup appliance unit communicates with off-site remote servers using SSL (Secure Socket Layers) technology. As a result, the online backup of data is encrypted twice. It is encrypted at all times using the 256-bit AES encryption, and it is encrypted again while it's being sent over the Internet. (c) Data stored off-site remains encrypted at all times.

**Data Deduplication and Compression:** Data deduplication and compression occurs prior to data storage and transmit using state-of-the-art technology. This ensures that backups are completed in a shorter timeframe, less storage space is used on the on-site backup appliance and at the off-site data centers, and needed bandwidth to transfer data off-site remains manageable.

**Backup Frequency:** Servers can be backed up as frequently as once an hour by default. Retention policies can be customized to create as many archived versions of data and full recovery points as needed. Off-site backup frequency is continuous by default, and may be customized to meet Internet bandwidth limitations. Off-site backup frequency is ultimately dependent upon total data size, data changes, and available Internet bandwidth.

**Smart Data Transport:** Data transmission can be configured to minimize Internet bandwidth consumption. The on-site backup appliance and propriety off-site data transfer system leverages advanced bandwidth throttling to schedule Internet bandwidth used depending on the time of day, customized for each day of the week. This allows bandwidth to be limited during business hours to maintain network functionality and maximize bandwidth during off-peak hours to efficiently transfer data off-site.

Remote Storage provided at two high availability Data Centers in Pennsylvania and Utah Highly redundant storage in multiple redundant cluster nodes at two (2) redundant bi-coastal data centers. (a) Connectivity provided by multiple providers with automatic failover capabilities. (b) Facilities power is supplemented with both battery backup and diesel generation capabilities. (c) Full physical security at each facility including global biometric authentication access methodology to track all authenticated data center personnel and prohibit the entry of any unauthorized persons. (e) Fire suppression and environmental control provided.

Remote Storage and Base Remote Backup Image Creation (a) Your data is stored (in encrypted form) in two (2) secure off-site data centers, located in Pennsylvania and Utah. (b) The initial backup will be sent via a SATA II drive to the primary remote storage facility. There is an approximate two-week turnaround time to seed the initial backup off-site. Incremental backups will occur during the off-site seeding process and will collapse into the main backup once the off-site transfer is complete.

**Recovery Time Objective (RTO):** THINKGARD will log all retrieval activities from the Client. (a) THINKGARD will attempt to resolve access, backup, or retrieval problems over the phone on first call within 24-hours of the first request. THINKGARD will restore a file, file folder, email or an entire mailbox, as needed, upon Client's call to the THINKGARD helpdesk (b) In a disaster, where Client loses its entire office, THINKGARD will have a

new backup appliance imaged, with the most current backup information (usually, the previous day's data). The new backup appliance will be shipped out via next-business day air transportation to a location of your choice. When the backup appliance arrives, it will be ready for use as a virtual server. (c) The backup appliance can also be used to perform a bare metal restore to dissimilar hardware, which means that when a new server arrives, the backup appliance can be used to restore the most current data to the new server(s) and/or workstation(s), regardless of hardware.

**Off-Site Virtualization:** In a disaster where Client loses its physical servers and backup appliance, servers and/or workstations may be virtualized off-site. (a) Servers can be virtualized in both off-site data centers. (b) Public IP and/or VPN access will be given to connect to remote virtual machines. Virtual machines can also be accessed using VNC and/or RDP.

**Ownership of the Data:** The backup data being stored on the backup appliance and at the Data Center remains the sole property of the Client. If the Client chooses to terminate services, THINKGARD will assist Client in the orderly termination of services. This could involve copying the backup image to an external drive, which can be synchronized with the data on the backup appliance. The Client agrees to pay THINKGARD the actual costs of rendering such assistance.

**Catastrophe Service:** In the event of a catastrophe, fees for the "Disaster Recovery Service" are covered in the Agreement.

**Interference:** The Client shall not, during the term of this Agreement and for twelve (12) months following its termination, solicit to work for the Client any employee of THINKGARD.

**Warranty:** THINKGARD warrants that THINKGARD's work will be performed in accordance with reasonable and customary practices prevailing at the time for its business. (a) As long as the service fees are current, the backup appliance unit shall be fully warranted and no additional charges will be incurred for hardware failure. Firmware and software updates are also included (please note, however, that the backup appliance cannot be modified in any way or the hardware warranty(ies) and THINKGARD's warranties under this Agreement, shall be voided. This includes adding software applications to the backup appliance itself, adding memory and/or hard drives, etc.) (c) Backup appliance replacement parts will be shipped next business day air transportation and prepaid by THINKGARD.

**Confidentiality:** Each party shall treat the information received from the other party that is designated as confidential ("Confidential Information") as a trade secret and strictly confidential. THINKGARD designates the backed up data and all information relating to the backed up data as confidential. Both parties shall: (i) restrict disclosure of Confidential Information to employees and agents solely on a "need to know" basis; (ii) advise employees and agents of their confidentiality obligations; (iii) use commercially reasonable means to comply with the confidentiality obligations of this Agreement; and (iv) notify the

other of any unauthorized possession or use of that party's Confidential Information as soon as practicable after receiving notice of same. Notwithstanding the foregoing, neither party shall be obligated to preserve the confidentiality of any information which: (i) was previously known; (ii) is a matter of public knowledge; (iii) was or is independently developed; (iv) is released for disclosure with written consent; (v) is received from a third party to whom the information was disclosed without restriction.

**Equipment and Facilities:** Client agrees that THINKGARD may utilize certain items of their equipment and may gain access to certain parts of The Client's facilities. Facility access may be denied for any reason at any time, however if access to facilities is denied, the Client understands that THINKGARD may be unable to perform their duties adequately and if such a situation should exist, THINKGARD will be held harmless.

**Passwords:** THINKGARD acknowledges that it must have remote access to the backup appliance to perform their duties under this Agreement. Backup data will always be encrypted and not accessible to anyone who does not have the password. If the encryption password is lost, the backup data will be inaccessible.

**No Third Party Beneficiary:** Neither Party shall subcontract, assign, subrogate or transfer any interest, obligation or right under this Agreement without prior written consent from the other Party, and any such attempt shall be null and void. Except that a board of a governing authority cannot bind their successors in office to contracts beyond their term of office and extension beyond its term is voidable by the successor Board.

**Dispute Resolution:** This Agreement shall be governed by the state and Federal laws applicable to the State of Michigan, U.S.A.

**Force Majeure & Malicious Acts:** THINKGARD shall not be liable for any loss, damage or failure due to causes beyond its control, including strikes, riots, earthquakes, epidemics, wars, fires, floods, weather, power failure, telecommunications and/or internet interruptions, the failure or closure of a financial institution, computer malfunctions, acts of God or any other failure, interruption or error not directly caused, or reasonably anticipated, by THINKGARD.

**Taxes:** Client shall be solely responsible for any taxes or similar charges arising out of this Agreement, including all applicable Federal, State or local sales taxes, customs, duties, use taxes, value-added taxes, excise charges or brokerage fees. Client shall also be solely responsible for assessing and remitting payment for any such items to the appropriate authorities.

**Warranty of Representative Capacity:** Each Party warrants that its undersigned representative has the authority and capacity to bind that Party to the terms and conditions of this Agreement and understands that each Party has reasonably relied upon such warranty and promises as an inducement to enter into this Agreement.

**Severability:** If a court or quasi-judicial body subsequently determines that one or more of the provisions of this Agreement is unlawful, then the provisions deemed unlawful,

and only those provisions, shall be rendered void and shall be considered severed from the other terms and conditions of this Agreement.

**Remedy Upon Client's Payment Default:** Client agrees that in the event it defaults on its payment obligations under this Agreement, THINKGARD shall: a) To the extent provided by law have the right to pursue any and all available legal remedies to collect said sums, including through the immediate filing of an action in a court of law in Georgia and/or the federal jurisdiction which includes said County of Oakland, Michigan.

**Understanding:** The undersigned have read and understood each and every provision of this Agreement and agree that, at a minimum, prior to executing this Agreement, they were each given sufficient time and the opportunity to present the Agreement to an attorney for clarification of the meaning and function of each and every provision.

**Integrated Agreement:** This Agreement embodies the entire understanding of the Parties and all of the terms and conditions with respect to the matters discussed in this Agreement and that the terms are contractual and are not mere recitals. The Parties agree this Agreement supersedes and annuls any and all other or former Agreements, contracts, promises or representations, whether written or oral, expressed or implied, and it may not be altered, superseded or otherwise modified except in a writing signed by the party to be charged.

**Immigration:** By signing this contract, the contracting parties affirm, for the duration of the Agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Michigan.

**Questions? Contact me**



**Brittany Rademacher**

Sales Executive

[brittany@thinkgard.com](mailto:brittany@thinkgard.com)

517-420-0434

**ThinkGard**

160 Yeager Parkway Suite 200

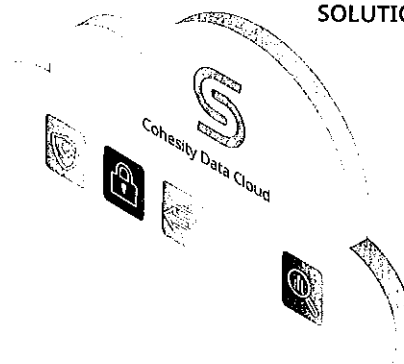
Pelham AL 35124

United States



# Backup as a Service

Simply Better Backup



## Key Benefits

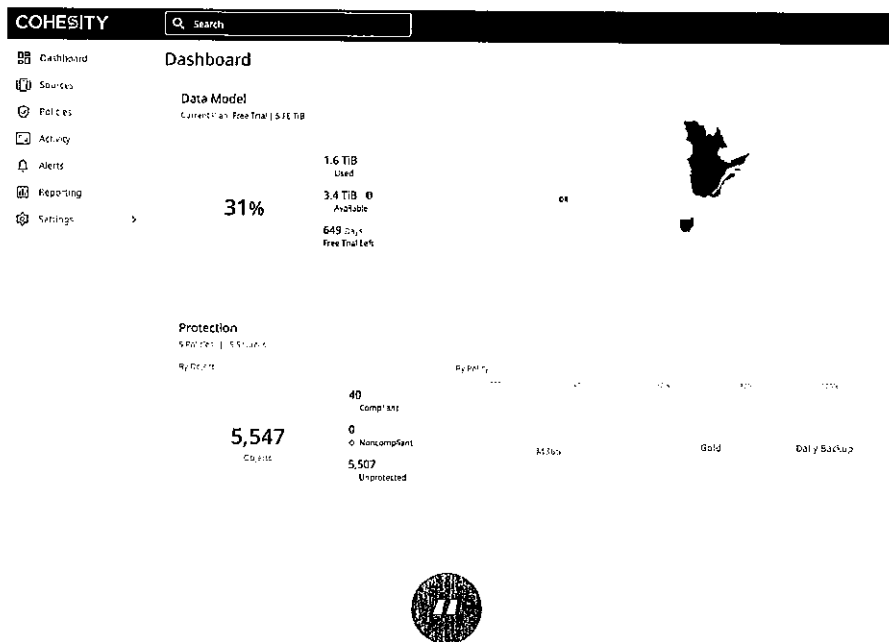
- Protect on-prem, edge, and cloud data with a single backup service
- Simple and flexible capacity and user based pricing
- Single UI to manage all your data
- Data encryption with flexible key management
- Built on proven backup software and SaaS platform

Backup is required for any organization to protect and secure their data. Yet most legacy backup products don't address the new realities IT teams face; budget cuts, complexities of point solutions, and accelerated mandates to move to cloud. With cloud adoption rising, organizations are looking to reduce their infrastructure burden and become more agile. As a result, many enterprises are turning to Backup as a Service (BaaS) to help modernize their data management strategy by delivering:

- Predictable costs that eliminates CapEx with cloud-based subscription pricing
- Simplified operations with a single backup solution for all data across on-premises, edge and cloud
- Freeing up IT and enable others to do more with data and drive innovation

## Easy as Sign-up, Connect, and Protect

Cohesity DataProtect Delivered as a Service allows you to move to a more predictable OpEx cost model, simplify backup across hybrid cloud, and to protect and do more with your data. Just sign-up, connect, and start protecting your data within minutes.



"Cohesity's Backup as a Service offering enables us to protect our valuable user data without having to purchase a lot of extra storage infrastructure upfront. Since we didn't need to procure any hardware, we were up and running on the Cohesity BaaS offering within an hour."

Jake Parham, IT Manager, St. Johns County Sheriff's Office

## Predictable costs

### Eliminate CapEx

Make long procurement cycles and budget headaches a thing of the past. Simplify by shifting to an OpEx model that eliminates overprovisioning and ensures you only pay for what you need.

### Flexible Pricing Options

Front-end capacity, back-end capacity, or per user pricing options gives you the flexibility to choose the cost model and the predictability that best suits your business needs.

### No Hidden Costs

All that you need is already included. Our inclusive pricing includes on-going feature updates, unlimited data restores, and eliminates the concerns around spiking data egress charges. What you see is what you pay.

## Hybrid and multicloud made easy

### Eliminate Silos

Backup as a Service that's designed to protect both on-premises and cloud data - no gateways, no separate tools, no silos— just unified backup across locations.

### Secure and Efficient

Minimize data transfer costs between on-premises and cloud locations while protecting both data in flight and at rest with encryption and flexible key management.

### True Hybrid Experience

BaaS for cloud-native and SaaS, and on-premises backup for others - benefit from one UI to manage them both. Why complicate things with separate products just to do backup?

### Free up Resources

Reduce or eliminate the time spent by IT managing infrastructure and provide self-service backup for teams and locations that have limited resources such as remote offices.

1. Microsoft 365 Exchange Online, OneDrive, SharePoint, and Teams are supported.
2. Expected availability within the coming months. Certain conditions apply for eligibility.

## Protect more and do more

### Protect All Locations

Whether it's an on-premises application, SaaS data, or your remote offices—we've got all your locations and key workloads covered with a single backup service that consolidates data.

### Flexible Recovery

Not all failure and recovery capabilities are created equal. DataProtect delivered as a Service provides flexible recovery with bulk or granular restores to the original source or a new location.

### Global Search

Global instant search allows you to find and recover your data quickly, no matter where it is, and without the hassles of digging into specific locations, jobs, or archives.

Workload Type	Supported Data Sources
Hypervisors	VMware, Hyper-V
NAS	Isilon, NetApp, Generic
Physical	Linux, Windows
Databases	Microsoft SQL Server, Oracle, Amazon RDS
SaaS	Microsoft 365 <sup>1</sup> , add Sales Force (SFDC) <sup>2</sup>
IaaS and PaaS	Amazon EC2, Amazon RDS and Amazon S3 <sup>2</sup>

For the latest information on supported workloads, go to:

<https://helios-help.cohesity.com/>

Global Presence	Available Cloud Regions
Americas	AWS: US East 1, US East 2, US West 1, US West 2, Canada Central
Europe	AWS: Europe (Frankfurt), Europe (London), Europe (Paris), Middle East (Bahrain)
Asia Pacific	AWS: Asia Pacific (Sydney), Asia Pacific (Singapore)

## Proven Backup and SaaS

The largest enterprises and organizations depend on Cohesity to protect their data. Organizations consistently report 50% to 70% TCO savings with Cohesity.

Learn more at [www.cohesity.com/products/dataprotect-delivered-as-a-service/](https://www.cohesity.com/products/dataprotect-delivered-as-a-service/)

# COHESITY



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Cohesity.com | 1-855-926-4374 | 300 Park Ave., Suite 1700, San Jose, CA 95110

3000066-009-EN 3-2023



Thank you for choosing CDW. We have received your quote.

Hardware

Software

Services

IT Solutions

Brands

Research Hub

## Review and Complete Purchase

**CHRIS BENEDICT,**

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

**Convert Quote to Order**

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
NHLT669	3/30/2023	NHLT669	12225313	\$2,320.00

### QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
CONESTOGA DATA PROT SAAS BU-FREC	2	6592736	\$1,160.00	\$2,320.00
Mfg. Part#: SAAS-DPRT-30				
Electronic distribution - NO MEDIA				
Contract: Michigan Master Computing-MiDEAL (071B6600110)				

**SUBTOTAL** \$2,320.00

**SHIPPING** \$0.00

**SALES TAX** \$0.00

**GRAND TOTAL** \$2,320.00

### PURCHASER BILLING INFO

**Billing Address:**  
SPRINGFIELD TOWNSHIP  
ACCOUNTS PAYABLE  
12000 DAVISBURG RD  
DAVISBURG, MI 48350-2643  
**Phone:** (248) 846-6500  
**Payment Terms:** Net 30 Days-Govt State/Local

### DELIVER TO

**Shipping Address:**  
SPRINGFIELD TOWNSHIP  
CHRIS BENEDICT  
12000 DAVISBURG RD  
DAVISBURG, MI 48350-2643  
**Phone:** (248) 846-6500  
**Shipping Method:** ELECTRONIC DISTRIBUTION

### Please remit payments to:

CDW Government  
75 Remittance Drive  
Suite 1515  
Chicago, IL 60675-1515



### Sales Contact Info

**Lauren Majerik** | (877) 679-1012 | [lauren.majerik@cdwg.com](mailto:lauren.majerik@cdwg.com)

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Those of you on the Board prior to 2020 may remember the CySafe Security Assessments we employed to evaluate our cybersecurity posture and track security improvements made over time. With several projects having been implemented over the past couple years, we thought it was a good time for an update. While the CySafe Assessment has been replaced with different sets of evaluative standards in recent years, for the sake of familiarity and consistency this update still utilizes the CySafe framework. Future evaluations will be conducted using standards developed by the Cybersecurity & Infrastructure Security Agency (CISA), which are now employed by a majority of MI-GMIS members.

The CySafe Assessment tool was developed by Oakland County's former Chief Information Security Officer, and assesses an entity's security posture using a ranking system based on numerous industry-defined control standards, which are then assigned to five overall security categories. The CySafe tool uses a target metric of 3 as the goal entities should strive for, with this level of achievement defined as having a majority of security practices documented and communicated to supervision. A level of 4 is defined as having practices automated, monitored, and consistently evaluated for improvement.

The charts on the following page display Springfield Township's assessment results from 2017, 2020, and 2023. As the charts demonstrate, the Township has met or exceeded target goals in three of the five categories. The most significant improvements made have been in the area of automated monitoring – the ability to have antivirus/malware detection systems, email, firewall traffic, and server security logs constantly monitored for threats and anomalies, either by software policies or third-party partners. The implementation of the Corvid Cybersecurity service has been the primary driver of these improvements, though our firewall technicians at New Era Tech (formerly Technology Solutions) have been tremendously helpful, both in proactively suggesting security improvements and in quickly responding to our concerns or requests for security enhancements.

The assessment results also demonstrate that we have room for improvement in other areas, most notably in Response/Recovery. The Corvid implementation provided improvement in our ability to quickly identify and respond to suspected threats. However, our ability to recover from catastrophic incidents is what I would consider the biggest gap in our security posture. As evidenced by the February 9 server failure, we know we can expect a six-plus hour recovery time at best in the event of a catastrophic event, and our ability to test our backup's for full system recovery is limited.

Other areas with room for improvement:

- Security Awareness Training: While we train users annually in-house and perform random email phish testing throughout the year, automation of these processes might be beneficial. The cost of automated user training systems has come down significantly in recent years, so this is something that could be looked at to ensure training is conducted more frequently.
- Policies: Our IT policies, adopted in 2016, are due for an update. Per Supervisor Moreau's recommendation, we will begin this process upon my completion of the CGCIO program later this year, so that ideas and lessons learned from the program can be incorporated where appropriate.
- Penetration Testing: With the Corvid system now in place, it would be beneficial to have a third party perform network penetration testing to evaluate the service's performance.

IT Committee Recommendation:

- Given the ever-expanding complexity of threats and issues related to information technology, particularly in the public sector, Supervisor Moreau and I agree that the formation of an IT Committee would be beneficial in many ways. Comprised of myself, our Facilities Manager, and one or two Board and staff members, wider involvement in tackling today's IT issues could serve to maximize both our ability to protect the community's resources and the services IT provides to Township staff and the public.



