

**TOWNSHIP BOARD
REGULAR MEETING
November 14, 2024 | 7:30 P.M.**

**SPRINGFIELD
CHARTER TOWNSHIP**



INSTRUCTIONS FOR LIVE STREAMING

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 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 October 10, 2024, Budget Workshop Meeting of October 1, 2024
- b) Accept the October 2024 Treasurer's Report
- c) Receive October 2024 Monthly Reports: Building, Electrical, Plumbing, Mechanical, Ordinance, Fire, Police, Comp Time, and Natural Resources
- d) Authorize payment of bills: October Additional Disbursements totaling \$319,855.60 and November 2024 Bills List totaling **\$580,761.83**
- e) Authorize the Treasurer to place \$165.26 on the 2024 tax roll for a delinquent water bill as determined by independence Township for parcel 07-36-401-014 address 4703 Clawson Tank Dr.
- f) Adopt Resolution 2024-15 to approve Sydney Sinclair as a new member of Holly Youth Assistance Membership
- g) Adopt Resolution 2024-16 to adopt the Exemption Option for plan year 2025 as set forth in Public Act 152 of 2011, the Publicly Funded Health Insurance Contribution Act
- h) Reappoint Dave Hopper as Township Board Representative to the Planning Commission with a term ending November 20, 2028. Reappoint Bill Whitley as Township Board Representative to the Zoning Board of Appeals with a term ending November 20, 2028.
- i) Authorize the Facilities Manager to renew the planned maintenance agreement with MMV for the Civic Center HVAC RTU's equipment at a cost not to exceed \$25,000.00 for November 2024 to October 2026. This budget line item is a split cost between the township 65% and Library 35%
- j) Authorize the Facilities Manager to renew the support service agreement with MCMI for the Civic Center HVAC Controls at a cost of \$7,000.00 for 2025. This budget line item is a split cost between the Township 65% and the Library 35%

PUBLIC HEARING

1. CDBG PY 2025 Hearing

OLD BUSINESS

1. Holly Area Schools – Support for School Resource Officer Program

NEW BUSINESS

1. 2025 CDBG Agreement, Resolution and Application
2. First Reading – Amendment to Code of Ordinances for Maintenance of Animals
3. Fire Department - Request to Purchase SCBA Cylinders and Rapid Intervention Pack
4. Fire Department - Request to install Emergency Lighting, Siren and Communication Equipment on Chief's new vehicle
5. Total Energy Systems, LLC (Generator Service Agreement)
 - a. Memo, service agreement & Vendors Bid Worksheet
6. Master Plan Implementation – Giffels Webster Proposals
7. Internet Service Upgrade
8. IT Manager Transition Plan
 - a. Transition Service Agreement
 - b. Possible Contract for Firewall Management

Public Comment

Adjourn



Call to Order: Supervisor Moreau called the October 10, 2024 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
Dave Hopper	Township Trustee
Jason Pliska	Township Trustee
Denny Vallad	Township Trustee
Bill Whitley	Township Trustee

Others Present

Greg Need	Township Attorney
-----------	-------------------

Agenda Additions & Changes: None

Public Comment: Supervisor Moreau acknowledged Trustee Pliska, as this will be his last Board Meeting, and all the hard work he has done for the Township for the past 9 years. She stated that his flexibility and willingness to serve on the various Board positions that he has held has been crucial.

Trustee Pliska thanked Supervisor Moreau, the Board, and the Township for the opportunity to contribute and serve the Township and its residents.

Jackie Fromm and Lauren Klos from Clarkston Area Youth Assistance addressed the Board and stated that their annual meeting will be held October 29th at 7:30am. Lauren summarized the cases and general trends that she has seen this past year. She stated that she has seen a lot of new growth in all cases. She thanked Springfield Township for their sponsorship and support.

The Board thanked them for all the work that they do.



Clerk Miller stated that absentee ballots are now available for the November 5th election. Early voting starts October 26th from 8:30-4:30, except for Thursday October 31st when the times are 12:00-8:00, and ends November 3rd. Early voting takes place at the Springfield Oaks Activity Center. He also commended the Fire Department and stated that their annual trip to deliver equipment and supplies to communities that are underfunded and underserved is amazing, and he stated he is very proud of the work that they do behind the scenes.

Consent Agenda:

Trustee Hopper moved to approve the Consent agenda as presented. Supported by Trustee Pliska. Vote on the motion. Yes: Dubre, Hopper, Miller, Moreau, Pliska, Vallad, and Whitley; No: none; Absent: none. The motion carried by a 7 to 0 vote.

- a) Approve Minutes: Regular Meeting of September 12, 2024
- b) Accept the September 2024 Treasurer's Report
- c) Receive September 2024 Monthly Reports: Building, Electrical, Plumbing, Mechanical, Ordinance, Fire, Police, Comp Time, IT, and Natural Resources
- d) Authorize payment of bills: September Additional Disbursements totaling \$430,100.42 and October 2024 Bills List totaling \$162,340.13
- e) Authorize the Clerk to execute the grant agreement with Institute for Responsive Government for the purpose of planning and operationalizing secure, efficient, and accessible election administration in Springfield Township
- f) Authorize the Supervisor to execute the Municipal Credit and Community Credit Contract for FY 2025 to transfer SMART credits of \$13,766.00 to North Oakland Transportation Authority to assist in Transportation of Springfield residents
- g) Reappoint Bruce McCallum to the Dixie Lake Improvement Board for a three-year term expiring in October 2027

Old Business:

1. 2nd Reading- Materials Recovery Facilities and Solid Waste Processing and Transfer Facilities Ordinance Amendment



Supervisor Moreau stated that this is a second reading for the adoption of the proposed ordinance amendments. This was discussed at last month's meeting in greater detail and will address what the Zoning Board of Appeals was asked to identify where this use would be allowed in the Township. On August 27th the Planning Commission held their Public Hearing. The first reading was held at the Township Board meeting on September 12th and was published as required by law on September 19th.

Trustee Hopper stated that since the Planning Commission held their Public Hearing on August 27th 2024 and the Township Board held the first reading on September 12th 2024 he moved to amend the Springfield Township Code of Ordinances Chapter 40 Zoning by amending Section 40-2 Definitions; amending Section 40-455 Principal Uses- Permitted Subject to Special Conditions; Amending Section 40-485 Principal Uses-Permitted Subject to Special Conditions; Deleting Section 40-650 Recycling Facilities; Adding Section 40-659 Materials Recovery Facilities; Adding Section 40-660 Intensive Materials Recovery Facilities; Adding Section 40-661 Solid Waste Processing and Transfer Facilities; and adding Section 40-662 Intensive Solid Waste Processing and Transfer Facilities and authorizes the Clerk to publish notice of adoption of said amendments to take effect as prescribed by law. Supported by Trustee Vallad. Vote on the motion. Yes: Dubre, Hopper, Miller, Moreau, Pliska, Vallad, and Whitley; No: none. Absent: none. Motion carried by a 7 to 0 vote.

New Business:

1. Request for approval to proceed with purchase of a pickup- 2024 budgeted replacement

Captain Hart led this discussion by stating that they are scheduled this year to replace the Chief's vehicle. After speaking with Berger Chevrolet, who is a State of Michigan MiDeal vendor, they came in with a price of \$53,865.80 for a 2025 LT Z71 Chevrolet Silverado 1500. With this purchase they would get rid of the 2009 GMC Sierra pickup. The current Chief's vehicle will become the fire department's utility truck. He continued by stating that he has not yet received a quote to install lights and sirens on the new truck. He said that an estimate would be between \$10,000 and \$12,000. He asked whether the Board would grant him that money in the motion or if they want him to bring the final number back to the board for approval.

Trustee Whitley asked if they were to grant him the money, what quote would he be comfortable with, so they don't underfund him.



Captain Hart answered he would be comfortable with \$12,000.

Treasurer Dubre stated she would rather this be brought back to the Board with a final price, due to the timeline and this expense possibly coming out of 2025 budget.

Trustee Whitley asked if the vehicle had been ordered yet.

Captain Hart stated they were waiting for the Board's approval.

Clerk Miller asked how long it takes to install lights and sirens.

Captain Hart stated it depends on how busy the company is, but he would estimate between 2-3 weeks.

Chief Covey stated that typically after the first of the year, installers become busy with first of the year purchases, so it could take up to a month to get an appointment.

Supervisor Moreau asked if they would know what lights and sirens to order before they received the truck.

Captain Hart stated that due to this being a brand-new truck, the installers would have to figure out what works with this model.

Trustee Whitley moved to approve the purchase of a 2025 LT Z71 Silverado for the Fire Chiefs vehicle at the amount of \$53,865.80. Supported by Clerk Miller. Vote on the motion. Yes: Hopper, Dubre, Miller, Moreau, Pliska, Vallad, and Whitley; No: none; Absent: none. Motion carried by a 7 to 0 vote.

Captain Hart stated that the new ambulances come off the assembly line October 23rd, they will then be labeled, and they should have them by the first week of November.

2. Review Medical Plan and set employee contribution

Supervisor Moreau stated that each year for the renewal is difficult because the plans and costs aren't available until October. She provided the board with supplemental information and different plan options and included the full benefits at-a-glance for each option. She stated the current plan is set to be renewed at 11.78%, while the township budgeted for a 15% increase. She stated that if a decision is made at this meeting, then Executive Assistant Joan Rusch could implement the process for open enrollment, or if the board chooses to



wait and do more research, then that decision could be made at the proposed November 20th budget workshop meeting.

Treasurer Dubre stated that she likes the current plan and is happy that the renewal rate is under budget. She also thinks getting employee feedback is beneficial regardless of whether they decide to renew the plan tonight or not.

Supervisor Moreau agreed with Treasurer Dubre and stated that it would be beneficial to understand what the preferences and needs are of the employees. She stated that she would like Michigan Planners to have a meeting with township employees to discuss the differences between the plans and what the impact would be.

Treasurer Dubre added that Michigan Planners should also meet with the Fire Department.

Trustee Whitley agreed that they received the proposal too late to have a meeting with Michigan Planners and get feedback in time for open enrollment.

Supervisor Moreau stated that in conjunction with setting the plan, they also must set employee contributions.

Treasurer Dubre moved to proceed with the BCN renewal for 2025, maintaining the current plan of Platinum Option 1 and maintaining the 2025 employee monthly contribution to be: \$50 for single, \$100 for 2 persons, and \$200 for family. Supported by Clerk Miller. Vote on the motion. Yes: Hopper, Dubre, Miller, Moreau, Pliska, Vallad, and Whitley; No: none; Absent: none. Motion carried by a 7 to 0 vote.

3. Consider FSA renewal, set limit

Supervisor Moreau stated that the Township offers a Flexible Spending Account, which is another way to help employees manage their out-of-pocket costs. This allows employees to have an amount deducted pre-tax from their paycheck. She stated each year they need to determine the maximum contribution amount that an employee can have deducted. In 2025 the IRS maximum is \$3,300 per year. Last year the Township established \$3,000 as the maximum amount.

Trustee Whitley asked if there is any employee feedback on whether the employees desire a higher maximum.



Chief Covey stated that it's a phenomenal opportunity for employees to get tax deferred money to help pay for medical expenses. He stated that every fire fighter that takes advantage of this loves it.

Treasurer Dubre added that it is also an advance against the township's funds and a loss if they take it all out January 1st.

Trustee Whitley asked if everyone is using all the funds they set up for at the beginning of the year.

Treasurer Dubre stated they currently have 17 people signed up for the FSA and 6 are currently at the max. She stated she would prefer to maintain the \$3,000 maximum.

Treasurer Dubre moved to authorize the renewal of the Basic FSA account for 2025 with the maximum employee contribution amount of \$3,000. Supported by Trustee Vallad. Vote on the motion. Yes: Hopper, Dubre, Miller, Moreau, Pliska, Vallad, and Whitley; No: none; Absent: none. Motion carried by a 7 to 0 vote.

4. Metro Act Permit from 123Net

Clerk Miller stated that this was received a few weeks ago and forwarded to the township attorney for review, where it was recommended for approval. He stated that this permit must be approved or denied within 45 days.

Supervisor Moreau asked if this would be a new provider in the Township and if there would be construction of facilities involved.

Clerk Miller answered yes it would be a new provider in the township and there would presumably be construction of facilities. He stated there is a proposed route map. The township attorney did state that this company has been known to do work without the necessary permits, so he feels they need to watch them closely and make sure they are doing things properly.

Trustee Whitley stated that he has witnessed these types of contractors doing work on narrow roads and blocking them. He suggested mentioning to the company that if they are going to block a road then they need to be in contact with the Fire Chief so he can approve it. He stated he has also observed them using personal property to park their



equipment. He stated they need to be monitored for things that he doesn't want to see happen in this township.

Clerk Miller stated that he will send a letter back to the company that expresses these concerns.

Clerk Miller moved to approve the Metro Act Permit application for 123Net and authorize the Clerk to execute the permit. Supported by Trustee Vallad. Vote on the motion. Yes: Hopper, Dubre, Miller, Moreau, Pliska, Vallad, and Whitley; No: none; Absent: none. Vote carried by a 7 to 0 vote.

5. 2024 Park Fund Budget Amendments

Parks Director Sarah Richmond led this discussion by stating that this amendment increases their revenue cost centers. She stated that they are increasing Supplies and Equipment Under \$10,000, increase to Programs/Events Instructors Cost Center, increase to Program/Events Supplies Cost Center, increase to Basketball Program Cost Center, increase to Credit Card Services Cost Center, and increase to Capital Outlay Cost Center.

Treasurer Dubre moved to authorize the 2024 Parks and Recreation budget amendments as outlined by Director Richmond's memo dated September 19th 2024 with a revenue total of \$816,150.00 and expenses at \$900,000.00. Supported by Trustee Pliska. Vote on the motion. Yes: Dubre, Hopper, Miller, Moreau, Pliska, Vallad, and Whitley; No: none; Absent: none. Motion carried by a 7 to 0 vote.

6. Set 2025 Budget Hearing date and time

The budget hearing was set for the December Township Board meeting on December 12th.

7. Possible closed session pursuant to MCL 15.268 (h) & MCL 15.243 (1)(y) to discuss Civic Center Security

Clerk Miller moved to enter closed session pursuant to MCL 15.268(h) and MCL 15.243 (1)(y) to discuss Civic Center Security. Supported by Trustee Whitley. Vote on the motion. Yes: Hopper, Dubre, Miller, Moreau, Pliska, Vallad, and Whitley; No: none; Absent: none. Motion carried by a 7 to 0 vote.

The Board went into closed session at 8:18pm and back into open session at 8:47pm

Minutes of
**TOWNSHIP BOARD
REGULAR MEETING**
October 10, 2024

SPRINGFIELD
CHARTER TOWNSHIP

Sean R. Miller, Clerk



Treasurer Dubre moved to proceed as discussed in closed session. Supported by Trustee Whitley. Yes: Dubre, Hopper, Miller, Moreau, Pliska, Vallad, and Whitley; No: none; absent: Hopper, Whitley. The motion carried by a 7 to 0 vote.

PUBLIC COMMENT:

Adjournment: Hearing no other business, Supervisor Moreau adjourned the meeting at 8:53pm.

Laura Moreau, Supervisor

Sean R. Miller, Clerk



Call to Order: Supervisor Moreau called the October 1, 2024, Budget Workshop Meeting to order at 6:12 p.m. at the Springfield Township Civic Center, 12000 Davisburg Rd, Davisburg, MI 48350.

Board Members Present

Laura Moreau	Township Supervisor
Sean Miller	Township Clerk
Dave Hopper	Township Trustee
Bill Whitley	Township Trustee

Others Present

Sarah Richmond	Parks and Recreation Director
Ryan Hart	Fire Captain
Matt Covey	Fire Chief
Mike Losey	Natural Resources Manager
Chris Benedict	IT Manager
Jerry David	Facilities Manager

PARKS AND RECREATION

Parks and Recreation Director Sarah Richmond presented the 2024 budget and explained that since the millage passed, they couldn't do their full budget, but the second draft of their budget will be looked at by the Parks Commission at their next meeting. They did discuss seal coating at the Hart Community Center, as well as other maintenance projects. Currently they have budgeted 15% and will be making the adjustments to their budget accordingly.

Supervisor Moreau recommended that the Board have another budget workshop in November due to the transition of positions.

STEWARDSHIP ENDOWMENT FUND

Supervisor Moreau noted that there are no 2025 projects funded out of here.

FIRE FUND

Chief Covey stated that looking at Millage renewals and EMS revenues, they are projected to be at where they were last year. He stated that he went through each line item with Treasurer Dubre and summarized certain items that will be needed, such as continual maintenance items and updates to IT. He recommended a 3% raise for Fire staff. He made some changes to the equipment and apparatus plans, which included changing years on certain projects, the biggest being 2 new sets of Jaws of Life, with one currently being budgeted for to be purchased in January 2025. They are also looking into purchasing new



trucks. He also summarized a continuing education platform that he is looking to implement. He is requesting a 5% increase in salary for Captain Strickland.

POLICE FUND

Supervisor Moreau noted that the 2025 agreement is not finalized with the sheriff's office. She stated that she has heard it is going to be around a 16% increase. That rate includes union negotiations and indirect costs. Once the agreement is finalized, it will be a 2-year agreement, with a 3% subsequent increase. She summarized the SRO agreement with Clarkston Community schools and stated it will be around \$69,000 for 9 months. She also noted the agreement for the 2024 Oakland County fair and anticipates this to be an ongoing agreement. She summarized a \$30,000 contribution to Holly Area Schools and asked for the Board's advice on how to move this contribution along.

Trustee Hopper noted that the Township needs to be direct in how much they are willing to contribute.

Supervisor Moreau stated she will reach out to Mr. Roper and provide additional feedback.

She also noted the standby generator project under capital outlay.

GENERAL FUND

Natural Resources Manager Mike Losey discussed the various projects happening next year including the project grant from the Midwest Glacial Lakes Partnership project and the wetland conservation grant. He also discussed possible revenue by getting reimbursed as a contractor for MSU.

Trustee Whitley asked how long they will keep seeing cable franchise fees at the level that they've been.

Supervisor Moreau stated she didn't know.

Supervisor Moreau summarized expenses coming out of general fund. With salaries increasing 3%.

Clerk Miller stated he would like to increase his staff's salaries above 3% due to increased responsibilities.

Trustee Whitley asked if this is due to transition and if this would be a permanent increase.



Clerk Miller stated that he anticipates the Clerk's office responsibilities to increase due to the changes incurring in the Supervisor's office but stated that the percentage can be discussed at a later budget workshop or during the December Board meeting. Clerk Miller also noted that election responsibilities have increased substantially due to the passage of Proposal 2.

Supervisor Moreau agreed that it is very challenging with the uncertainty of roles and positions. She stated that another budget workshop will be needed to adopt the budget by the end of the year.

Supervisor Moreau continued with the general fund under hospitalizations that will take on an assumed 15% increase.

Jerry David summarized his adjustments including 700 Broadway, conferences and dues, and maintenance for the Dixie Hwy sign.

Supervisor Moreau stated that under Public Works, the pathway connection from Rotary Park to Mill Pond was budgeted for 2024 but is being moved to 2025. She stated that Parks Director Richmond received a \$115,000 grant for this project.

Jerry David stated that he would want another automatic door lock to the lower-level exterior door and the exterior door to the library.

Trustee Whitley asked Clerk Miller about the split rail fencing he has planned for Davisburg Cemetery and wondered if this would keep off-road vehicles out of the cemetery.

Clerk Miller stated that the off-road vehicles are going through the cemetery into Shultz Park, but his plan is to have the cemetery fence connect to the fence at Shultz Park to deter unwanted vehicles past open and close times.

Trustee Whitley asked if there is a way to combine the township's wireless carrier to keep the bill lower.

Chief Covey stated that all the Fire Department's devices are all on the same plan.

ARPA FUND

Supervisor Moreau stated that expenses coming out of this fund will be the standby generator for \$60,000 in 2025.



OTHER TOWNSHIP FUNDS

Supervisor Moreau presented the following Township Funds:

- 209 – Cemetery Fund – No expenses proposed.
- 213 – Endowment Fund – Preservation funds held by the Township.
- 220 – Lake Improvement Fund – These budgets are not controlled by the Township.
- 221 – Softwater Lake Improvement Fund – No expenses proposed.
- 246 – Cable TV Fund – IT Manager Chris Benedict summarized expenses proposed.
- 249 – Building Department Fund – Expenditures exceeding anticipated revenues.
- 380 – Fire Capital Improvement Debt Fund – Chief Covey summarized.
- 390 – Capital Improvement Debt Fund – No proposals for 2025.
- 805 – Softwater Lake – Debt service fund for sewer which ends in 2026.
- 806 – Improvement Revolving Fund – Sherwood/Patrick special assessment.

OTHER ITEMS AS UNANIMOUSLY AGREED - None

PUBLIC COMMENT – None

ADJOURNMENT:

Supervisor Moreau adjourned the meeting at 7:39 p.m.

Laura Moreau, Supervisor

Sean R. Miller, Clerk

Charter Township of Springfield

Treasurer's Report October 31, 2024

	SAVINGS	CHECK ACCTS	MM & CD Totals	MBIA	COMERICA	CHASE CONNECT	CHASE CD	OXMM	HUNTINGTON BANK	STATE BANK	FIFTH THIRD BANK	FLAGSTAR	WATERFORD CD	WATERFORD N.A.	PERSHING	
GENERAL	437,042.82	100.00	868,046.06	194,443.96	58,232.41	165,430.30	103,280.31	28,002.26	28,332.17	72,967.51	44,787.00			25,569.84	147,000.30	1,305,188.88
CC CAP	309,355.73		281,610.76				112,526.67							24,584.43	144,499.66	590,966.49
ROAD			545,529.90	6,097.89			31,806.80			92,304.07	28,179.68			307,547.41	79,594.05	545,529.90
PATHWAYS			276,751.03		67,062.87	43,848.72	103,372.84								62,466.60	276,751.03
MILL POND DAM			327,552.66	59,681.27		163,274.19		100,163.94							4,433.26	327,552.66
EMERGENCY RESERVE			683,550.40			259,461.26		15,500.75				33,070.27	150,000.00		225,518.12	683,550.40
FIRE	299,775.57		1,652,340.97		32,550.91	604,039.03	19,486.95	545,427.01		3,989.57	297,399.55	38,508.05		40,099.50	70,840.40	1,952,116.54
BUILDING			84,057.41			10,991.12	29,371.78	6,112.61			21,060.60			16,521.30		84,057.41
Equipment Replacement			324,841.00			41,209.46		66,549.73	11,233.74			1,023.81		68,983.80	135,840.46	324,841.00
Vehicle Replacement			194,727.94			112,741.44		3,281.36							78,705.14	194,727.94
Police	25,804.78		3,587,257.49		3,060.67	963,363.63	63,241.35	743,392.44	371,877.42	65,555.59	23,376.66	375,497.92	300,000.00	29,306.85	648,584.96	3,613,062.27
Parks	34,433.96		899,697.05	83,620.76		520,388.62		52,174.94				54,009.71		13,342.06	176,160.96	934,131.01
PARKS CARD SERVICES	20,330.44															20,330.44
Cemetery	25,268.32		100,902.75			51,997.38		18,004.82						23,874.15	7,026.40	126,171.07
Stewardship	10,874.87		92,467.81					92,467.81								103,342.68
Endowment			101,976.23					101,976.23								101,976.23
Big Lk	115,390.59		12,324.30					12,324.30								127,714.89
Dixie Lk	64,423.05															64,423.05
Susin Lk	64,419.95		7,659.92					7,659.92								72,079.87
Waum Weed	64,734.12		54,880.98					54,880.98								119,615.10
Eliza Lake	14,838.23															14,838.23
Lake Totals	323,805.94		74,865.20	0.00	0.00	0.00	0.00	74,865.20	0.00	0.00	0.00	0.00		0.00	0.00	398,671.14
Softwater Lk	18,586.64		5,319.95								5,319.95					23,906.59
Cable	96,780.72		734,880.62		103,908.17	137,900.18	58,961.87	176,593.87			105,282.18			26,931.08	125,303.27	831,661.34

3,729,539.36
General Total

2,555,742.89
Fire Total

954,461.45
P&R Total

Charter Township of Springfield

Treasurer's Report

October 31, 2024

	SAVINGS	CHECK ACCTS	MM & CD Totals	MBIA	COMERICA	CHASE CONNECT	CHASE CD	OXMM	HUNTINGTON BANK	STATE BANK	FIFTH THIRD BANK	FLAGSTAR	WATERFORD CD	WATERFORD N.A.	PERSHING	
Building	26,483.59		119,070.16					32,751.33							86,318.83	145,553.75
Library	48,995.60		113,906.70			106,170.44		7,736.26								162,902.30
LIBRARY RESERVE			337,564.51			98,555.44		38,364.77							200,644.30	337,564.51
FIRE DEBT			5,877.52			0.00		16.58				5,860.94				5,877.52
CAPITAL IMPRV PROGRAM DEBT			4,448.68			0.00		526.79				3,921.89				4,448.68
ARPA			150,201.88					150,201.88								150,201.88
Trust & Agency (GEN)	165,612.06		47,613.90					4,133.33				19,253.58		24,226.99		213,225.96
AUTUMN SHORE SEPTIC			82,303.42									82,303.42				82,303.42
FOUNTAIN HILLS SEPTIC			62,564.58									62,564.58				62,564.58
STONEGATE SEPTIC			62,296.48									62,296.48				62,296.48
KINGSTON POINTE SEPTIC	16,200.00		48,958.37									48,958.37				65,158.37
HILLS OF KINGSTON SEPTIC			109,799.85									109,799.85				109,799.85
SUNSET BLUFFS SEPTIC	20,000.00		16,600.07									16,600.07				36,600.07
FOUNTAIN VILLAGE SEPTIC	43,200.00		33,435.84									33,435.84				76,635.84
T&A TOTAL	245,012.06		463,572.51	0.00	0.00	0.00	0.00	4,133.33	0.00	0.00	0.00	435,212.19		24,226.99	0.00	708,584.57
FSA		7,966.26														7,966.26
TAX	231,331.99															231,331.99
Softwater Sewer	4,124.72		124,943.06					8,263.43		10,262.44	106,417.19					129,067.78
G2G		0.00														0.00
Improvement Revolving	76,217.48		140,583.22					83,792.61				56,790.61				216,800.70
Sherwood Patrick	22,261.47															22,261.47
Totals	2,256,486.70	8,066.26	12,296,543.47	343,843.88	264,815.03	3,279,371.21	522,048.57	2,350,299.95	411,443.33	245,079.18	631,822.81	1,003,895.39	450,000.00	600,987.41	2,192,936.71	14,561,096.43
	SAVINGS	CHECK ACCTS	MM & CD Totals	MBIA	COMERICA	CHASE CONNECT	CHASE CD	OXMM	HUNTINGTON BANK	STATE BANK	FIFTH THIRD	FLAGSTAR	WATERFORD CD	WATERFORD N.A.	PERSHING	

500,466.81
Library Total

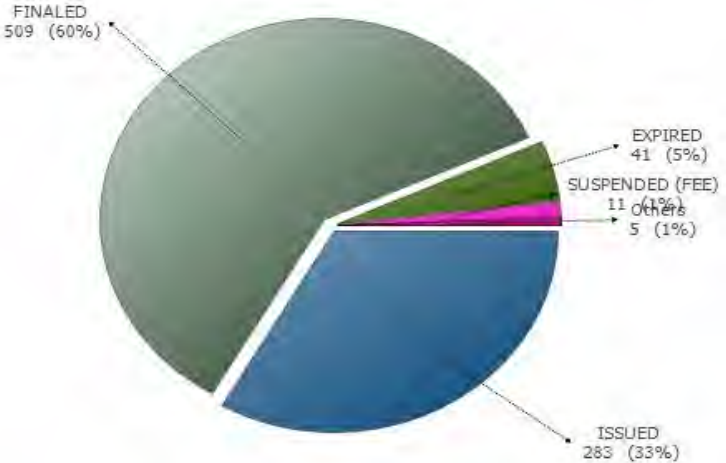
239,062.17
Improvement Revolving Total

2024 Building Department Totals

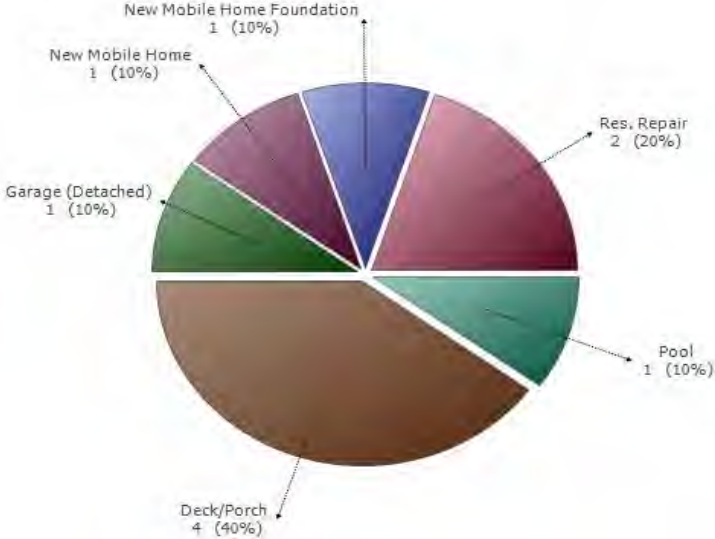
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
Permits Issued													
Building	8	5	14	20	22	16	19	7	12	11			134
Electrical	18	26	22	26	15	27	22	30	25	35			246
Mechanical	21	20	17	24	18	18	22	22	29	35			226
Plumbing	3	4	3	5	7	11	9	6	9	8			65
Total	50	55	56	75	62	72	72	65	75	89			671

Permit Fees Collected													
Plan Review	\$375	\$225	\$1,590	\$1,360	\$1,605	\$855	\$1,225	\$525	\$1,250	\$600			\$9,610
Building	\$2,981	\$3,210	\$3,575	\$15,448	\$11,228	\$6,737	\$7,027	\$1,578	\$11,771	\$2,633			\$66,188
Electrical	\$3,549	\$3,918	\$4,157	\$5,508	\$2,378	\$5,000	\$3,903	\$4,432	\$4,357	\$5,321			\$42,523
Mechanical	\$4,820	\$3,100	\$3,615	\$4,220	\$3,770	\$3,585	\$3,200	\$5,705	\$4,385	\$6,160			\$42,560
Plumbing	\$416	\$525	\$1,036	\$1,199	\$2,050	\$2,487	\$1,710	\$1,688	\$2,297	\$1,205			\$14,613
Registration	\$255	\$150	\$285	\$270	\$210	\$375	\$375	\$270	\$300	\$285			\$2,775
Total	\$12,396	\$11,128	\$14,258	\$28,005	\$21,241	\$19,039	\$17,440	\$14,198	\$24,360	\$16,204			\$178,269

Permit Status
(issued within the last 365 days)



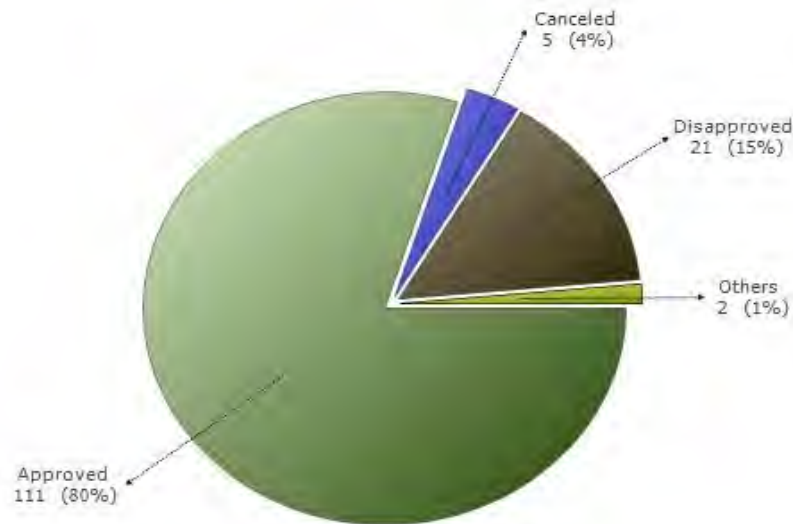
Building Permit Categories
(issued in October)



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
Inspections Completed													
Building	27	24	22	26	55	59	66	50	40	43			412
Electrical	34	25	27	42	40	49	43	33	38	38			369
Mechanical	19	31	23	25	38	41	20	25	28	40			290
Plumbing	8	8	7	11	17	16	14	11	21	18			131
Total	88	88	79	104	150	165	143	119	127	139			1202
<i>Reinspections</i>	12	7	2	1	10	12	16	4	8	13			85

Inspector Pay Out													
Building	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$405	\$0	\$0			\$405
Electrical	\$2,169	\$1,556	\$2,020	\$2,967	\$2,758	\$3,174	\$2,475	\$2,213	\$2,565	\$2,585			\$24,482
Mechanical	\$1,380	\$2,627	\$2,071	\$2,199	\$3,163	\$2,621	\$1,400	\$1,942	\$2,223	\$3,563			\$23,189
Plumbing	\$412	\$437	\$472	\$800	\$1,253	\$847	\$976	\$785	\$1,397	\$1,266			\$8,645
Total	\$3,961	\$4,620	\$4,563	\$5,965	\$7,174	\$6,642	\$4,851	\$5,345	\$6,185	\$7,415			\$56,721

Inspection Results
in (October)



SPRINGFIELD
CHARTER TOWNSHIP



CHARTER TOWNSHIP OF SPRINGFIELD

CODE ENFORCEMENT REPORT

10/01/2024---11/07/2024

CASES RESOLVED: 3

SIGNS REMOVED: 12

DAYS WORKED: 11

CODE ENFORCEMENT OFFICER: RAY L'ESPERANCE

Ordinance Report 10-1-24 to 10-31-24 L'Esperence

Number	Category	Complaint	Opened	Closed	Address	Parcel Number	Status
EN240108	COMPLAINT	<p>11/6/24 COMP. REC. STATING THAT THERE WERE AT LEAST 20 NEW CHEVY VEHICLES DISPLAYED IN THE LOT OF A RETAIL BUSINESS THAT IS NOT AN AUTO SALES BUSINESS. 11/6/24 PROP INSP CONDUCTED FINDING 34 CHEVY PICKUPS AND SUV'S PARKED IN NURSERY LOT. APPROX. 10 VEH'S WERE PARKED ON EACH SIDE TO THE RIGHT AND LEFT OF THE MAIN ENTRANCE TO THE BUSINESS. THESE VEH'S ARE PARKED WITH THE FRONT END FACING DIXIE HGWY AND ARE NEW VEH'S WITH BOWMAN CHEVY IDENTIFIERS ON THE VEH'S. ADDITIONALLY THERE WERE ANOTHER 14 VEH'S PARKED ON THE SOUTH SIDE OF THE LOT. PHOTO'S WERE TAKEN. PREVIOUSLY WE HAVE ENFORCED THE SAME TYPE OF PARKING VIOLATIONS ON THIS PROPERTY AND THE SITUATION WAS RESOLVED. I ATTEMPTED TO SPEAK WITH THE STORE OWNER W/NEG RESULTS. I SPOKE WITH THE STORE MANAGER WHO ADVISED THAT THE PARKING HAD BEEN APPROVED BY THE TWP. I ASKED WHO FROM THE TWP APPROVED THIS AND WAS ADVISED THAT THE NEW TWP SUPERVISOR RIC DAVIS (DUE TO BE SWORN IN ON 11/20/2024) HAD APPROVED THIS. I WAS FURTHER ADVISED THAT CONTRACTS BETWEEN BOWMAN AND THE STORE OWNERS WERE BELIEVED TO HAVE BEEN SIGNED TO ALLOW THE DISPLAY OF BOWMAN CHEVY VEHICLES ON THE NURSERY LOT. DUE TO THE PREVIOUS ENFORCEMENT ACTIONS ON THE SAME ISSUE THE PROPERTY OWNER SURELY WAS AWARE THAT THIS WILL VIOLATE THE APPROVED SITE PLAN IN PLACE. DUE TO MY IMPENDING RETIREMENT I WILL TURN THIS CASE OVER TO OFFICER KAZMIERSKI WHO WILL BE CONTINUE IN HIS POSITION WORKING FOR THE INCOMING SUPERVISOR RIC DAVIS ON 11/20/24.</p>	11/6/2024		10/30/2024 8600 DIXIE	U -07-13-301-006	ACTIVE
EN230061	BLIGHT	<p>8/15/23 BLIGHT ON PROP. THAT HAS BEEN INCREASING OVER TIME. CONTACT AT RES. ATT. W/NWG. RESULT. PHOTOS TAKEN OF BLIGHT AND MAINTENANCE OF ANIMALS ISSUE. 8/16/23 SECOND ATT. AT CONTACT W/OWNER. I SPOKE W/OWNERS SON IN LAW WHO IS TEMP. RESIDING AT PROP. I PROVIDED HIM W/MY BUS. CARD AND REQ. THAT HE HAVE HIS IN LAWS CALL ME TO DISCUSS THE ISSUES. HE STATED THEY ARE AWAY AND WILL RETURN ON FRIDAY. 8/30/23 RETURN CALL REC. F/OWNER WHO REFERRRED ME TO HER HUSBAND TO RESOLVE ISSUES. SEVERAL VOICEMAILS LEFT W/HUSBAND W/NO RETURN CALL. 9/21/23 LTR A MAILED. 10/4/23 PROP. INSP. SHOWING SOME PROGRESS. COMMUNICATION W/OWNER ESTABLISHED VIA TEXT MSG. DUE TO BOTH OWNERS WORKING DAYSHIFT. 10/5/23 POOL COVER PLACED ON ABOVE GROUND POOL. PLAY STRUCTURE CONTAINING TURKEY HAS BEEN REMOVED F/UNDER DECK. 11/20/23 OWNER HAS REDUCED CHICKENS ON PROP. AND CONTINUED W/CLEANUP EFFORTS. 1/10/24 PER OWNER HE HAS RELOCATED A FEW MORE BIRDS AND HAS LEADS ON RELOCATING MORE. 6/4/24 PROP INSP-SOME PROGRESS. LETTER A MAILED. 8/7/24 PROGRESS MADE. 10/30/24 PROP INSP FINDING OWNER NOW IN COMPLIANCE.</p>	8/16/2023		10/30/2024 10050 ANDERSONVILLE RD	U -07-27-226-004	CLOSED

Number	Category	Complaint	Opened	Closed	Address	Parcel Number	Status
EN240073	BLIGHT	5/14/24 MULTIPLE COMPLAINTS REC. OVER LEFT OVER CONST. MATERIALS, 2 ROLLOFF STORAGE CONTAINERS AND OTHER DEBRIS. 5/14/24 SPOKE W/PROP MGR WHO COULD NOT PROVIDED A DATE WHEN MATERIALS WILL BE REMOVED AND WILL SPEAK W/OWNER. 5/16/24 SPKE W/BLDG CONTRACTOR WHO ADVISED THAT MGMT OF THE SITE WAS TAKEN OVER BY THE OWNERS PROP MRG IN 2023. 5/16/24 SPOKE W/CFO OF OWNERS BUSINESS WHO STATED SHE WILL INFORM OWNER OF ISSUE AND WILL CALL ME BACK UPON DOING SO. 5/21/24 OWNERS CFO CALLED ADVISING SHE WILL SPEAK W/OWNER LATER THIS DATE DUE TO OWNER BEING OUT OF STATE. 5/22/24 REC. CALL F/CFO ADVISING THAT PER OWNER ALL LEFT OVER CONST MTLN/DEBRIS WILL BE MOVED BY 7/1/24. 6/26/24 PROP INSP CONDUCTED OBSERVING CREW ON SCENE LOADING CONST MATLS ONTO MULTIPLE TRUCKS. 7/2/24 PROP INSP- WORKER ON SCENE ADVISES ANOTHER ROLLOFF DUMPSTER HAS BEEN ORDERED TO FINISH UP DEBRIS REMOVAL. THE CLEANUP IS APPROX 80% COMPLETE. 7/16/24 PROP INSP- CLEANU ALMOST COMPLETE. 10/30/24 CONF. CLEANUP COMPLETED.	5/21/2024		10/30/2024 8225 WAUMEGAH RD	U -07-12-252-010	CLOSED
EN240097	COMPLAINT	8/20/24 COMP REC REF MULTIPLE VEH'S IN DRIVEWAY WITH SEVERAL APPEARING NOT TO BE RUNNING. 8/20/24 PHOTOS TAKEN FROM ROAD. 8/27/24 SENDING A TEN DAY CORRECTION LETTER. 10/31/24 PROP INSP FINDING OWNER IN COMPLIANCE.	8/27/2024	10/31/2024	8180 FOSTER RD	U -07-25-200-042	CLOSED



CHARTER TOWNSHIP OF SPRINGFIELD
CODE ENFORCEMENT REPORT

October 1, 2024 - - - October 31, 2024

ENFORCEMENT LETTERS: 3

CITATIONS ISSUED: 0

COURT APPOINTMENTS: 0

SIGNS PICKED UP: 22

OPEN CASES: 3 9244 Village Crest

8595 Tindall

10688 Bigelow

RESOLVED: 1 Walnut Hill

GREG KAZMIERSKI, CODE ENFORCEMENT OFFICER

A handwritten signature in black ink, appearing to read 'GK', with a long horizontal flourish extending to the right.

Ordinance Report 10-1-24 to 10-31-24 Kazmierski

Number	Category	Complaint	Opened	Closed	Address	Parcel Number	Status
EN240100	BLIGHT	<p>September 5, 2024 Grass continues to look OK, but now six vehicles parked in front of garage. Notifying owner. GK</p> <p>October 30, 2024 Number of cars reduced. Case resolved. Monitoring every weeki. GK</p>	9/5/2024		10/30/2024 9963 WALNUT HILL DR	U -07-04-276-012	CLOSED
EN240052	ANIMALS	<p>April 10, 2024 At least 4 free range chickens in front of the property. I left card but no answer to my knock. Will see if they contact me. GFK</p> <p>April 11, 2024 Talked to owner who said that they would construct a pen for the chickens. i'll check back in a week. GFK</p> <p>April 18, 2024 No sign of chickens. No answer at front door. Case resolved. GK</p>	4/11/2024		8851 BRIDGE LAKE RD	U -07-12-351-030	ACTIVE
EN240061	ANIMALS	<p>April 18, 2024 Complaint by neighbor of smell from manure from neighbor's one horse and two donkeys, and chickens flying into ndighbor's yard.</p> <p>Have since spoken to the Pfeiffers and they are trying to re-home the aged horse and two donkeys, in anticipation of a Code change by the Township four months hence. So, correction is in process. GFK</p> <p>April 23, 2024 Had difficulty rturning call from Mrs. Pfeiffer, and called Mr. Pfeiffer who said that they were trying to re-home the horse and donkeys and that he would periodically email me with any progress. He said that initial efforts did not result in any success, and that re-homeing the donkeys are more difficulty that re-hoing a horse, peoply don't want donkeys. GK</p>	4/24/2024		10130 GIBBS RD	U -07-02-176-007	ACTIVE

Number	Category	Complaint	Opened	Closed	Address	Parcel Number	Status
		May 20, 2024 No success at rehoming horse and donkeys. Owners waiting with great anticipation that Township board will relax provisions for keeping horse and donkeys. GK					
EN240062	ACTIVE FILE	<p>April 24, 2024 Visited owner regarding Home Occupation violation, and possible violation regarding using neighboring cemetery property for access to his property.</p> <p>Last Thursday, April 18, was visited by our fire department to put out a fire behind the house where wood scraps were being burned.</p> <p>Owner not home today, but father-in-law answered the door and said that the owner is out of town and would return by Monday. Left violation information, and got owner phone numbers of owners. GK</p> <p>May 17, 2024 Box truck gone. Working on purchasing a commercial building for indoor storage. Equipment is for sale. GK</p> <p>July 28, 2024 Closing on new property on July 9, 2024. All equipment to be moved by August 9, 2024. GK</p>	4/24/2024		9100 ANDERSONVILLE RD	U -07-35-276-007	ACTIVE
EN240101	BLIGHT	September 10, 2024 Unlicensed pickup truck stored on the south side of the garage, large amount of tree limbs stored along the south side of the driveway, riding mower with flat tire on driveway in front of the garage, has been there for months,, laundry appliance and other items stored in front of the garage, grass is over 8 inches after several notes on the front door and sporadic cutting (once). Sending a ten day correction letter with photos. GK	9/11/2024		8595 TINDALL RD	U -07-08-476-013	ACTIVE
EN240107	BLIGHT	October 16, 2024 Large amount of junk in front of the garage, and also in front of the house. Sending a ten day correction letter. GK	10/17/2024		10061 KING RD	U -07-10-476-043	ACTIVE

COUNTY OF OAKLAND
OFFICE OF THE SHERIFF

MICHAEL J. BOUCHARD



Springfield Township Substation

To: Springfield Township Board
From: Lt. M. Baldes – Substation Commander
Date: 10/03/2024
Re: Substation Report for October 2024

The following is a summary of the activities of the Oakland County Sheriff's Office Springfield Township Substation for October 2024:

Detective Bureau

D/Sgt. Charles Yon

Court Appearances: 6
Court Appearances – YTD: 49
New Cases: 14
Total Cases Closed: 15
Total Cases Closed – YTD: 177
Warrants Sent to Prosecutors Office: 3
CPS Referrals: 5
CPS Referrals – YTD: 36

COUNTY OF OAKLAND
OFFICE OF THE SHERIFF

MICHAEL J. BOUCHARD



Road Patrol

CALLS FOR SERVICE:

Total Dispatched Calls: 1,167
Total Dispatched Calls – YTD: 11,001

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

Monthly Violations: 91
Violations – YTD: 802

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

DB
Cc: Township Board

Monthly Violation Summary

October 2024



CITATIONS

Search Criteria:

Month :	October
Year :	2024
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:	384228
Saved:	No
Run By:	BALDES, MATTHEW

Monthly Violation Summary

October 2024

Violation Description	Count	Percentage	Accident	TIME RANGE			YTD
				One	Two	Three	
ALL OTHERS							
115 - Fail to Change Lanes/Yield Emergency Vehicle	0	0 %	0	0	0	0	2
ANIMALS - RUNNING AT LARGE	0	0 %	0	0	0	0	1
CMV-FAIL TO YIELD OR MOVE OVER FOR STATIONARY AUTHORIZED EMERGENCY RESPONDER	0	0 %	0	0	0	0	1
DISOBEYED POLICE OFFICER DIRECTING TRAFFIC FLOW-SCHOOL/CONSTRUCTION/EMERGENCY ZONE	0	0 %	0	0	0	0	1
DROVE WITHOUT MOTORCYCLE ENDORSEMENT-1ST OFFENSE	0	0 %	0	0	0	0	1
OPERATING WHILE HOLDING / USE OF A MOBILE ELECTRONIC DEVICE	1	100 %	1	0	0	1	8
SEC 28-183- DESTRUCTION OR REMOVAL OF PROPERTY; POSTING HANDBILLS; WATER METERS	0	0 %	0	0	0	0	1
SECTION 4.03: LARCENY FROM VACANT BUILDINGS	0	0 %	0	0	0	0	1
SPEED-SCHOOL BUS 21-25 OVER	0	0 %	0	0	0	0	1
Total **ALL OTHERS**	1	1.1 %	1	0	0	1	17
APPEARANCE							
301 - Trespassing	0	0 %	0	0	0	0	1
303 - Larceny Under 200.00	0	0 %	0	0	0	0	1
304 - Assault and Battery	0	0 %	0	0	0	0	2
307 - Littering	0	0 %	0	0	0	0	1
308 - MDOP Under 100.00	0	0 %	0	0	0	0	1
310 - Disorderly Person	0	0 %	0	0	0	0	1
315 - Retail Fraud	0	0 %	0	0	0	0	1
324 - Other Appearance Tickets	0	0 %	0	0	0	0	1
Total APPEARANCE	0	0 %	0	0	0	0	9
DEFFECTIVE EQUIPMENT							
232 - Brakes	2	50 %	1	0	1	1	2
233 - Lights	1	25 %	0	0	0	1	5
237 - Mirror	1	25 %	0	0	1	0	1
Total DEFFECTIVE EQUIPMENT	4	4.4 %	1	0	2	2	8
MOVING							
009 - Speeding 21+ over	5	8.33 %	0	2	3	0	37
010 - Speeding 01-05 Over	6	10 %	0	0	5	1	95

Monthly Violation Summary

October 2024

Violation Description	Count	Percentage	Accident	TIME RANGE			YTD
				One	Two	Three	
011 - Speeding 06-10 Over	2	3.33 %	0	1	1	0	25
012 - Speeding 11-15 Over	11	18.33 %	0	2	9	0	81
013 - Speeding 16-20 Over	14	23.33 %	0	3	9	2	41
014 - Basic Speed	1	1.67 %	1	0	1	0	8
015 - Failed to Stop in Assured Clear Distance	12	20 %	10	1	7	4	94
016 - Fail to Use Due Care & Caution	1	1.67 %	0	0	1	0	25
030 - Reckless Driving	1	1.67 %	0	0	1	0	1
040 - Drag Racing	0	0 %	0	0	0	0	1
050 - Careless Driving	0	0 %	0	0	0	0	8
060 - Traffic Signal	1	1.67 %	0	0	0	1	10
070 - Stop Sign	1	1.67 %	0	0	1	0	25
080 - Fail to Stop for School Bus	0	0 %	0	0	0	0	2
090 - Failed to Yield	1	1.67 %	1	0	0	1	14
091 - Failed to Yield Left Turn	1	1.67 %	1	0	1	0	8
100 - Overtaking and Passing	0	0 %	0	0	0	0	3
110 - Lane Usage	1	1.67 %	0	0	0	1	26
120 - Following Too Closely	0	0 %	0	0	0	0	1
130 - Left Turn	0	0 %	0	0	0	0	3
160 - Other Moving	1	1.67 %	0	1	0	0	5
162 - Unsafe Backing	1	1.67 %	1	0	1	0	1
180 - Leaving the Scene	0	0 %	0	0	0	0	2
182 - Failed to Signal Turn	0	0 %	0	0	0	0	6
Total MOVING	60	65.93 %	14	10	40	10	522
NON MOVING							
188 - Violation of Graduated License Restrictions	0	0 %	0	0	0	0	1
189 - No Ops - Never Applied/Fail to Obtain MI Ops	0	0 %	0	0	0	0	2
190 - No Operator's License in Possession	0	0 %	0	0	0	0	6
191 - Suspended/Restricted/Denied Ops	0	0 %	0	0	0	0	4
192 - Fail to Change Address on Ops/Reg	0	0 %	0	0	0	0	2
193 - Expired Operator's License	0	0 %	0	0	0	0	2
200 - No Proof of Vehicle Registration	1	3.85 %	0	0	0	1	18
201 - Expired Plate	2	7.69 %	0	0	2	0	25

Monthly Violation Summary

October 2024

Violation Description	Count	Percentage	Accident	TIME RANGE			YTD
				One	Two	Three	
202 - Improper Plates	0	0 %	0	0	0	0	1
204 - Impeding Traffic	19	73.08 %	4	4	13	2	162
210 - Other Non-Moving	0	0 %	0	0	0	0	5
211 - No Proof of Insurance	4	15.38 %	0	1	1	2	34
216 - Seat Belts	0	0 %	0	0	0	0	1
Total NON MOVING	26	28.57 %	4	5	16	5	263
<u>PARKING</u>							
224 - Other/Parking	0	0 %	0	0	0	0	1
226 - Handicapped Parking	0	0 %	0	0	0	0	4
Total PARKING	0	0 %	0	0	0	0	5
<u>COMMERCIAL</u>							
213 - Weigh Master Ticket	0	0 %	0	0	0	0	9
Total COMMERCIAL	0	0 %	0	0	0	0	9
Total Violations	91		20	15	58	18	833
Total Tickets	64		14	10	42	12	593

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:	October
Year:	2024
City:	Springfield Twp-SPT

CLR-065 Monthly Summary Of Offenses (OS)

City:Springfield Twp-SPT

CLASS	Description	Oct/2024	Oct/2023	% CHG	YTD 2024	YTD 2023	% CHG	ADULT		JUV		Total	
								Oct/2024	YTD	Oct/2023	YTD	Oct	YTD
11001	SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	0	0	0%	0	1	-100%	0	0	0	0	0	0
11002	SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	0	0	0%	0	0	0%	0	1	0	0	0	1
11007	SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	1	0	0%	2	0	0%	0	1	0	0	0	1
11008	SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	0	0	0%	0	1	-100%	0	0	0	0	0	0
13001	NONAGGRAVATED ASSAULT	1	0	0%	25	31	-19.3%	1	19	0	0	1	19
13002	AGGRAVATED/FELONIOUS ASSAULT	0	0	0%	4	10	-60%	0	2	0	0	0	2
13003	INTIMIDATION/STALKING	0	1	-100%	1	2	-50%	0	0	0	0	0	0
20000	ARSON	0	0	0%	0	4	-100%	0	0	0	0	0	0
22001	BURGLARY -FORCED ENTRY	2	0	0%	3	10	-70%	0	2	0	0	0	2
22002	BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	0	0	0%	2	2	0%	0	1	0	0	0	1
23003	LARCENY -THEFT FROM BUILDING	0	1	-100%	12	4	200%	0	1	0	0	0	1
23005	LARCENY -THEFT FROM MOTOR VEHICLE	0	3	-100%	9	16	-43.7%	0	0	0	0	0	0
23006	LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	3	0	0%	8	9	-11.1%	0	0	0	0	0	0
23007	LARCENY -OTHER	2	1	100%	12	7	71.42%	0	2	0	0	0	2
24001	MOTOR VEHICLE THEFT	0	1	-100%	3	7	-57.1%	0	0	0	0	0	0
24002	MOTOR VEHICLE, AS STOLEN PROPERTY	0	0	0%	1	0	0%	0	1	0	0	0	1
25000	FORGERY/COUNTERFEITING	1	0	0%	1	0	0%	0	0	0	0	0	0
26001	FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	0	0	0%	2	10	-80%	0	0	0	0	0	0
26002	FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	0	0	0%	1	3	-66.6%	0	0	0	0	0	0
26005	FRAUD -WIRE FRAUD	0	1	-100%	2	1	100%	0	0	0	0	0	0
26007	FRAUD - IDENTITY THEFT	2	4	-50%	11	21	-47.6%	0	0	0	0	0	0
29000	DAMAGE TO PROPERTY	0	3	-100%	6	22	-72.7%	0	2	0	0	0	2
30001	RETAIL FRAUD -MISREPRESENTATION	0	1	-100%	0	1	-100%	0	0	0	0	0	0

CLR-065 Monthly Summary Of Offenses (OS)

City:Springfield Twp-SPT

CLASS	Description	Oct/2024	Oct/2023	% CHG	YTD 2024	YTD 2023	% CHG	ADULT		JUV		Total	
								Oct/2024	YTD	Oct/2023	YTD	Oct	YTD
30002	RETAIL FRAUD -THEFT	0	0	0%	1	2	-50%	0	1	0	0	0	1
35001	VIOLATION OF CONTROLLED SUBSTANCE ACT	0	1	-100%	0	5	-100%	0	0	0	0	0	0
35002	NARCOTIC EQUIPMENT VIOLATIONS	0	0	0%	0	1	-100%	0	0	0	0	0	0
37000	OBSCENITY	0	1	-100%	0	1	-100%	0	0	0	0	0	0
52001	WEAPONS OFFENSE- CONCEALED	0	0	0%	1	2	-50%	0	0	0	0	0	0
52003	WEAPONS OFFENSE -OTHER	0	0	0%	2	1	100%	0	0	0	1	0	1
Group A Totals		12	18	-33.3%	109	174	-37.3%	1	33	0	1	1	34
22003	BURGLARY - UNLAWFUL ENTRY (NO INTENT)	0	0	0%	0	0	0%	0	1	0	0	0	1
26006	FRAUD -BAD CHECKS	0	0	0%	1	0	0%	0	1	0	0	0	1
38001	FAMILY -ABUSE/NEGLECT NONVIOLENT	0	0	0%	0	1	-100%	0	0	0	0	0	0
41002	LIQUOR VIOLATIONS -OTHER	0	0	0%	0	2	-100%	0	0	0	0	0	0
48000	OBSTRUCTING POLICE	1	0	0%	4	3	33.33%	0	0	1	1	1	1
50000	OBSTRUCTING JUSTICE	0	0	0%	4	3	33.33%	0	0	0	0	0	0
53001	DISORDERLY CONDUCT	0	0	0%	1	0	0%	0	1	0	0	0	1
53002	PUBLIC PEACE -OTHER	0	1	-100%	6	4	50%	0	0	0	0	0	0
54001	HIT and RUN MOTOR VEHICLE ACCIDENT	0	0	0%	0	2	-100%	0	0	0	0	0	0
54002	OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	0	1	-100%	9	13	-30.7%	0	8	0	0	0	8
55000	HEALTH AND SAFETY	0	0	0%	0	2	-100%	0	0	0	0	0	0
57001	TRESPASS	0	0	0%	1	0	0%	0	1	0	0	0	1
70000	JUVENILE RUNAWAY	0	0	0%	1	0	0%	0	0	0	0	0	0
73000	MISCELLANEOUS CRIMINAL OFFENSE	0	0	0%	1	1	0%	0	0	0	0	0	0
Group B Totals		1	2	-50%	28	31	-9.67%	0	12	1	1	1	13
2800	JUVENILE OFFENSES AND COMPLAINTS	3	1	200%	22	13	69.23%	0	0	0	0	0	0
2900	TRAFFIC OFFENSES	5	3	66.66%	18	24	-25%	1	1	0	0	1	1
3000	WARRANTS	0	0	0%	9	14	-35.7%	0	5	0	0	0	5
3100	TRAFFIC CRASHES	38	46	-17.3%	393	300	31%	0	0	0	0	0	0
3200	SICK / INJURY COMPLAINT	37	35	5.714%	432	356	21.34%	0	0	0	0	0	0

CLR-065 Monthly Summary Of Offenses (OS)

City:Springfield Twp-SPT

CLASS	Description	Oct/2024	Oct/2023	% CHG	YTD 2024	YTD 2023	% CHG	ADULT		JUV		Total	
								Oct/2024	YTD	Oct/2023	YTD	Oct	YTD
3300	MISCELLANEOUS COMPLAINTS	175	174	0.574%	1855	1853	0.107%	0	0	0	0	0	0
3500	NON - CRIMINAL COMPLAINTS	746	515	44.85%	6859	5721	19.89%	1	1	0	0	1	1
3700	MISCELLANEOUS TRAFFIC COMPLAINTS	67	82	-18.2%	801	1076	-25.5%	0	2	0	0	0	2
3800	ANIMAL COMPLAINTS	3	6	-50%	55	66	-16.6%	0	0	0	0	0	0
3900	ALARMS	27	17	58.82%	253	197	28.42%	0	0	0	0	0	0
Group C Totals		1101	879	25.25%	10697	9620	11.19%	2	9	0	0	2	9
4000	HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	1	-100%	2	5	-60%	0	0	0	0	0	0
4100	NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	0	0%	0	3	-100%	0	0	0	0	0	0
4200	PARKING CITATIONS	0	1	-100%	0	1	-100%	0	0	0	0	0	0
4300	LICENSE / TITLE / REGISTRATION CITATIONS	0	0	0%	1	2	-50%	0	0	0	0	0	0
4500	MISCELLANEOUS A THROUGH UUUU	0	0	0%	1	0	0%	0	0	0	0	0	0
Group D Totals		0	2	-100%	4	11	-63.6%	0	0	0	0	0	0
5000	FIRE CLASSIFICATIONS	0	0	0%	4	11	-63.6%	0	0	0	0	0	0
5100	18A STATE CODE FIRE CLASSIFICATIONS	0	1	-100%	3	5	-40%	0	0	0	0	0	0
Group E Totals		0	1	-100%	7	16	-56.2%	0	0	0	0	0	0
6000	MISCELLANEOUS ACTIVITIES (6000)	7	24	-70.8%	328	72	355.5%	0	0	0	0	0	0
6100	MISCELLANEOUS ACTIVITIES (6100)	0	0	0%	1	0	0%	0	0	0	0	0	0
6300	CANINE ACTIVITIES	0	0	0%	1	4	-75%	0	0	0	0	0	0
6700	INVESTIGATIVE ACTIVITIES	10	9	11.11%	109	116	-6.03%	0	0	0	0	0	0
Group F Totals		17	33	-48.4%	439	192	128.6%	0	0	0	0	0	0
City : Springfield Twp Totals		1131	935	20.96%	11284	10044	12.34%	3	54	1	2	4	56

CLR-1885 - CFS Listing (OS)

City : Springfield Twp.

CFS Dates :10/1/2024 to 10/31/2024

Top 20 Offenses

Reported Offense Code	Reported Offense Description	CFS Count
L3501	Area Check / Extra Patrol - OS	699
C3332	Assist Fire Department	82
C3730	Traffic Complaint / Traffic Miscellaneous A Complaint	44
L3519	School Incident - OS	43
C3324	Suspicious Circumstances	30
C3999	Alarms All Other	26
L3503	BOL - Be On the Lookout - OS	25
C3336	Assist Citizen	17
C3299	Welfare Check	16
C3145	Property Damage Traffic Crash PDA	15
C3148	Motor Vehicle - Animal Traffic Crash	12
L6701	Follow Up - OS	10
C3702	Traffic Complaint / Road Hazard	10
L3598	911 Welfare Check - OS	9
C3355	Civil Matter - Other	9
C3155	Personal Injury Traffic Crash PIA	8
C3357	Protective Services Referral (CPS/APS)	7
2308	Larceny - From Building (Includes Library, Office used by Public, etc)	7
C3312	Neighborhood Trouble	6
C3330	Assist Other Law Enforcement Agency	6

Verified Offense Code	Verified Offense Description	CFS Count
L3501	Area Check / Extra Patrol - OS	682
C3332	Assist Fire Department	62
C3730	Traffic Complaint / Traffic Miscellaneous A Complaint	43
L3519	School Incident - OS	43
C3324	Suspicious Circumstances	29
C3999	Alarms All Other	25
L3503	BOL - Be On the Lookout - OS	21
C3145	Property Damage Traffic Crash PDA	16
C3336	Assist Citizen	16
C3299	Welfare Check	14
C3355	Civil Matter - Other	11
C3148	Motor Vehicle - Animal Traffic Crash	11
C3245	Sick Care For Medical	10
L6701	Follow Up - OS	10
C3702	Traffic Complaint / Road Hazard	10
L3598	911 Welfare Check - OS	9
C3331	Assist Medical	7
C3310	Family Trouble	7
C3155	Personal Injury Traffic Crash PIA	7
C3337	Assist Citizen - Vehicle Lockout	6



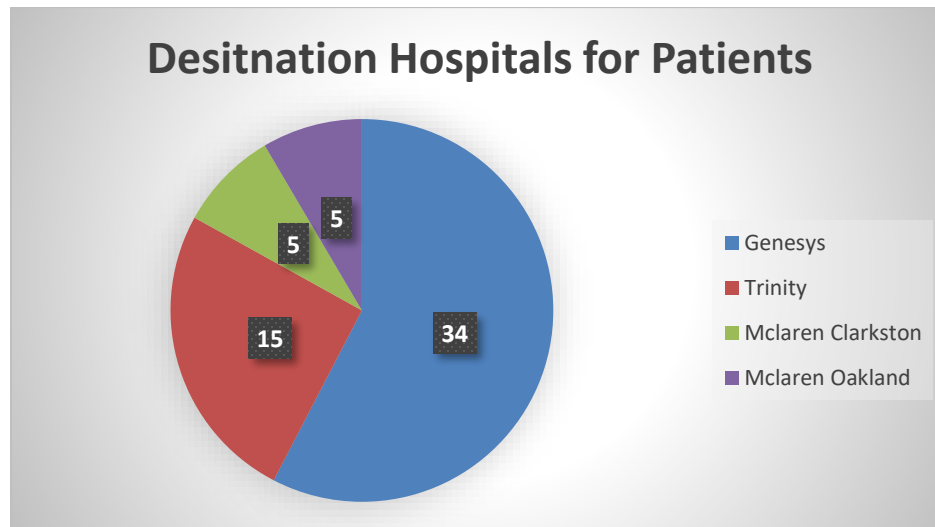
Springfield Township Fire Department Monthly Report October 2024

Operations

Incidents	Oct 2024	YTD 2024	Oct 2023	YTD 2023
Medicals	72	824	80	779
Fires	0	25	0	28
MVA	18	96	22	126
False Alarms	3	27	5	46
Other	38	307	14	267
Total	131	1,279	121	1,246

Current month:

59 Transports (58 STFD and 1 Independence) 45 ALS, 14 BLS
 3 mutual aids (1 to Groveland, 1 to NOCFA and 1 to Holly Village)



<u>Incidents by District:</u>	<u>Incidents per Shift:</u>
Station # 1: 27	Shift 1 (6a-6p): 79
Station # 2: 90	Shift 2 (6p-6a): 52
Station # 3: 14	

Incidents of Significance

- a) Incident 24-1155: Mutual Aid to NOCFA for an Oil Spill
- b) Incident 24-1268: Mutual Aid to Holly Village for a House Fire
- c) Incident 24-1273: Mutual Aid to Groveland for a House Fire

Buildings/Grounds/Maintenance

- a) The sprinklers were winterized at Sta #1 and Sta #3.
- b) Bay door 3 at Sta #2 had the garage opener replaced.
- c) The generator was repaired at Sta #2.
- d) Preventative maintenance was performed at all three stations.

Apparatus/Equipment

- a) Work continues to make Fire E3 identical to E1 and E2.
- b) R1 rear brakes were fully replaced, including the drums and the pads.
- c) All the fire trucks completed the annual NFPA required fire pump test.
- d) Front tires, brake rotors, and brake pads were replaced on Medic 1.

Training

- a) October 7: Medical – Behavioral / Abdominal Emergencies
- b) October 21: Medical – Cardiac / Protocols
- c) Two (2) members are currently in paramedic school.
- d) Three (3) members are currently in the process for paramedic testing.

October Training Programs:

Our department accomplished extensive training in October, covering a wide range of essential skills and scenarios.:

- a) All paramedics attended the Advanced Cardiac Life Support (ACLS) and Pediatric Advanced Life Support (PALS) programs at Fire Station 2. These classes were led by Sergeant Burdess, Sergeant Jones, Firefighter Medic Benedict, and Firefighter Medic D. Watts, each of whom achieved instructor status for both programs.
- b) The department held training sessions on managing abdominal injuries, psychiatric emergencies, and reviewing the Oakland County Medical Control Protocol. The abdominal injury training focused on rapid assessment and stabilization techniques, while the psychiatric emergency training emphasized de-escalation and safe patient interaction. The protocol review ensured responders are up to date with county standards for effective patient care, enhancing skills in both medical and behavioral emergencies.
- c) Daily shift training was added to the October schedule, with a focus on teamwork and mastering essential job skills. These sessions included practice scenarios for medical calls, fire calls, fire pump operations, extrication equipment use, and other key skill-building tasks.

Miscellaneous

- a) Captain Strickland and Sergeant Burdess have been working diligently on onboarding our new ESO report software. Although it's a tedious task, they have us on track for the January 1, 2025, transition. Departmental training will start in December.

- b) Springfield Twp Fire Department partnered with the Alliance of Coalitions to have a Save a Life Box at each of our three fire stations. These boxes include Narcan, testing strips, and medication disposal bags, along with information pamphlets.

Shift Study

- a) 36-Hour Shifts Worked: EMT - 1 Medic - 2
- b) 48-Hour Shifts Worked: EMT - 1 Medic – 0

Fire Prevention / Community Fire and Life Safety

- a) Two (2) fire prevention inspections were conducted.
- b) Five (5) smoke detectors and 4 CO detectors were installed.
- c) One (1) Roper Box was installed.
- d) Annual Parks and Rec Tricks! Treats! and Trails! Halloween event
- e) The Fall Fire Education Program has started! Springfield Plains Elementary School was the first of our grade schools to complete the program. Firefighter Medic Andre Wills and Mindy Hart, along with other firefighters, worked together to ensure that all grade schools in our area receive essential fire safety education.



Response Model Change:

A major change for our department in October, which will continue moving forward, is our updated response model. Captain Strickland, Captain Hart, and I reviewed our previous model and implemented significant adjustments. Now that we've transitioned into a transporting agency with four firefighter-medical responders on duty daily, we've decided to run a trial period with some simplified changes. If both Fire Station 1 and Station 2 crews are available, they will handle low-acuity calls, with only on-duty personnel responding. However, if only one station is available, an all-tone alert will be used for additional personnel to respond. For high-acuity calls, an all-call will be sounded, covering critical incidents such as CPR, all types of fires, vehicle accidents, mutual aid requests, water rescues, and other situations deemed necessary by the officers. This change will be evaluated monthly with the officers and adjusted as needed.

Respectfully submitted, Chief Matt Covey

COMP TIME REPORT
to
TOWNSHIP BOARD ~ November 14, 2024

As of October 31st, 2024

➤GENERAL FUND: \$875.09

Treasurer's Office	2.0 hours
Clerk's Office	27.50 hours
Supervisor's Office/2 employees	0 hours

➤P & R FUND: \$3,553.44

P & R/5 employees	176.25 hours
-------------------	--------------

October 2024 Natural Resources Report

Mike Losey, Natural Resources Manager

Office: 248-846-6508/ Mobile: 248-820-9284/ Email: mlosey@springfield-twp.us



Habitat Restoration: Wildlife habitat restoration activities continued in October, primarily at the Shiawassee Basin Preserve and within the wetland restoration area of the former Davisburg Mill Pond. Work was performed by our Township staff, Oakland County Parks staff, and our ecological service contractors. Invasive plant species removal focused primarily on woody invasive species growing in upland habitats adjacent to restored wetland areas at the Shiawassee Basin Preserve. In total, approximately 5 acres of park property were treated for invasive plant removal.

To increase the diversity and abundance of beneficial native plants, and restore the natural plant communities known to occur in this area, we continued to collect seeds from native plants found in the Township and then processed and blended all of the dried seeds from this year's efforts. These native plant seed mixes we created included over 100 species of plants, and they were distributed into restoration project areas in certain upland locations at the Shiawassee Basin Preserve, and within the wetland restoration area of the former Mill Pond. Adding locally collected native plants to our restoration project areas helps to increase the speed at which the restorations can function as successful wildlife habitat and helps improve site resilience by providing additional populations of native plants to compete against invasive plants that can re-colonize our project areas. Approximately 10 acres of habitats were seeded with this diverse native plant seed mix.

Project Planning: Our environmental engineering consultants, PEA Group, visited the Shiawassee Basin Preserve on several occasions in October to work on the Design, Engineering and Permitting phase of the erosion ditch project at Long Lake. Work included topographical surveys, wetland and plant delineations, and a field visit with EGLE staff for a permit pre-application meeting.

In late October, I co-hosted a field meeting being conducted in Springfield Township as part of an environmental contamination hazard response planning project by the EPA, US Fish and Wildlife Service and other stakeholders. This project will analyze locations and site conditions where rare wildlife species including the Poweshiek skipperling occur, particularly in high risk areas near railroads and pipeline corridors, and develop a high level incident response plan for environmental contamination in the event of a train derailment or pipeline spill. I was able to share specific access locations and offer other thoughts on site conditions and risk factors as we toured numerous sites along the Railroad and utility corridors, which provided beneficial local site knowledge as the project team continues development of this plan.

Education and Outreach: I hosted three field tours in early October at the Shiawassee Basin Preserve. The goal of each tour was to promote the access to and enjoyment of the natural resources in our Township parks. I was also able to share the efforts and results of our natural resources program to tour participants, which helps to increase support for the park system and the work we have done. In total, I would estimate a combined attendance of nearly 40 people between these tours. We will resume field tours in Spring of 2025.

Attached are several photos taken during time spent in the field in October, with additional captions for context. Thank you for an opportunity to submit this report.

-Mike Losey

Photo 1: Fall colors above Long Lake at the Shiawassee Basin Preserve, as seen from the scenic overlook west of the Civic Center. The wetlands found along the lake comprise one of the largest and highest quality wetland complexes left in southern Michigan.



Photo 2: Fringed gentians are a native annual wildflower species that grow in abundance in the wetlands at the Shiawassee Basin Preserve. These are one of the showiest flowers we have at the preserve and one of the last to bloom for the year as well.



Additional Disbursements
Invoice Entry Dates 10/8/2024-10/31/2024
For Approval at November 14, 2024

GENERAL FUND

Vendor	Inv. Line Desc	Chk Date	Amount
21ST CENTURY MEDIA - MICHIGAN	PRINTING & PUBLISHING	10/15/24	\$ 1,097.35
21ST CENTURY MEDIA - MICHIGAN	PRINTING & PUBLISHING	10/15/24	\$ 247.90
21ST CENTURY MEDIA - MICHIGAN	PRINTING & PUBLISHING-ZBA	10/15/24	\$ 123.95
			<u>\$ 1,469.20</u>
CORVID CYBERDEFENSE, LLC	IT SECURITY SERVICES	10/15/24	\$ 1,733.15
			<u>\$ 1,733.15</u>
MAURER'S TEXTILE RENTAL	CUSTODIAL SERVICES	10/15/24	\$ 99.06
			<u>\$ 99.06</u>
QUILL LLC	OFFICE SUPPLIES	10/15/24	\$ 37.88
			<u>\$ 37.88</u>
RAPID SHRED	CONTRACTUAL SERVICES	10/15/24	\$ 210.00
			<u>\$ 210.00</u>
ALL-N-ONE LAWN CARE	MISCELLANEOUS-CIVIC CENTER	10/31/24	\$ 1,055.00
			<u>\$ 1,055.00</u>
ALL-N-ONE LAWN CARE	MISCELLANEOUS-CIVIC CENTER	10/31/24	\$ 2,575.00
			<u>\$ 2,575.00</u>
AMERICAN WATER	OPERATING SUPPLIES	10/31/24	\$ 40.00
			<u>\$ 40.00</u>
ARAMARK	OPERATING SUPPLIES	10/31/24	\$ 85.12
			<u>\$ 85.12</u>
BASIC BENEFITS	FSA ADMIN FEES	10/31/24	\$ 91.58
			<u>\$ 91.58</u>
BLUE CARE NETWORK OF MICHIGAN	HOSPITALIZATION	10/31/24	\$ 10,575.65
			<u>\$ 10,575.65</u>

Additional Disbursements
Invoice Entry Dates 10/8/2024-10/31/2024
For Approval at November 14, 2024

BS & A SOFTWARE	COMPUTER LICENSE & SUPPORT	10/31/24	\$	1,851.50
BS & A SOFTWARE	COMPUTER LICENSE & SUPPORT	10/31/24	\$	1,889.50
			\$	<u>3,741.00</u>
CDW GOVERNMENT INC.	COMPUTER EQUIPMENT	10/31/24	\$	246.05
			\$	<u>246.05</u>
CHRIS BENEDICT	MILEAGE ALLOWANCE	10/31/24	\$	277.38
			\$	<u>277.38</u>
COMCAST	FACILITY OPERATIONS	10/31/24	\$	149.85
			\$	<u>149.85</u>
CONSUMERS ENERGY	REPAIRS & MAINT. / 700 BROADWAY	10/31/24	\$	35.11
CONSUMERS ENERGY	HEAT	10/31/24	\$	486.38
			\$	<u>521.49</u>
DTE ENERGY	REPAIRS & MAINT. / 700 BROADWAY	10/31/24	\$	116.39
DTE ENERGY	ELECTRIC	10/31/24	\$	2,114.73
			\$	<u>2,231.12</u>
ELAN FINANCIAL SERVICES	COMPUTER LICENSE & SUPPORT	10/31/24	\$	40.00
ELAN FINANCIAL SERVICES	CONFERENCES-DUES	10/31/24	\$	249.88
ELAN FINANCIAL SERVICES	MAINTENENCE SUPPLIES-CIVIC CENTER	10/31/24	\$	23.94
ELAN FINANCIAL SERVICES	EQUIP/SUPPLIES-UNDER \$10,000	10/31/24	\$	250.90
ELAN FINANCIAL SERVICES	SNOW REMOVAL	10/31/24	\$	378.99
ELAN FINANCIAL SERVICES	LAWN & GROUND KEEPING	10/31/24	\$	15.98
ELAN FINANCIAL SERVICES	FIELD SUPPLIES	10/31/24	\$	119.57
ELAN FINANCIAL SERVICES	CONFERENCES-DUES-LICENSES-ETC	10/31/24	\$	65.87
			\$	<u>1,145.13</u>
ERIN MATTICE	MILEAGE ALLOWANCE	10/31/24	\$	42.21
			\$	<u>42.21</u>
EVERON, LLC	CONSULTANTS/CONTRACT-CIVIC CTR.	10/31/24	\$	1,064.00
			\$	<u>1,064.00</u>
GEI CONSULTANTS	CONTRACTUAL SERVICES	10/31/24	\$	5,605.00
			\$	<u>5,605.00</u>

Additional Disbursements
Invoice Entry Dates 10/8/2024-10/31/2024
For Approval at November 14, 2024

GIFFELS WEBSTER	PLANNER	10/31/24	\$ 1,293.75
			<u>\$ 1,293.75</u>
J & M WINDOW CLEANING	CUSTODIAL SERVICES	10/31/24	\$ 455.00
			<u>\$ 455.00</u>
JEREMY'S LAWN & TREE SERVICE	DAVISBURG REPAIRS & MAIN.	10/31/24	\$ 1,250.00
			<u>\$ 1,250.00</u>
KERTON LUMBER CO	MAINTENANCE SUPPLIES-CIVIC CENTER	10/31/24	\$ 127.19
KERTON LUMBER CO	SNOW REMOVAL	10/31/24	\$ 1.74
			<u>\$ 128.93</u>
MAURER'S TEXTILE RENTAL	CUSTODIAL SERVICES	10/31/24	\$ 197.93
			<u>\$ 197.93</u>
MICHIGAN MUNICIPAL TREASURERS ASSOC	CONFERENCES-DUES-ETC	10/31/24	\$ 198.00
			<u>\$ 198.00</u>
OAKLAND COUNTY	NO-HAZ EXPENSE	10/31/24	\$ 9,897.26
			<u>\$ 9,897.26</u>
PLANT WISE	CONTRACTUAL SERVICES	10/31/24	\$ 3,562.50
			<u>\$ 3,562.50</u>
QUILL LLC	OFFICE SUPPLIES	10/31/24	\$ 375.87
			<u>\$ 375.87</u>
ROAD COMM. FOR OAKLAND COUNTY	GAS, OIL - TWP. TRUCKS	10/31/24	\$ 484.93
ROAD COMM. FOR OAKLAND COUNTY	CHLORIDE	10/31/24	\$ 48,108.40
			<u>\$ 48,593.33</u>
SPRINGFIELD TWP. PARKS & REC.	DAVISBURG REPAIRS & MAIN.	10/31/24	\$ 419.84
SPRINGFIELD TWP. PARKS & REC.	ANDERSONVILLE REPAIRS & MAINT.	10/31/24	\$ 393.40
			<u>\$ 813.24</u>
TOSHIBA FINANCIAL SERVICES	COPIER, PRINTER LEASE & MAINT	10/31/24	\$ 402.84
			<u>\$ 402.84</u>

Additional Disbursements
Invoice Entry Dates 10/8/2024-10/31/2024
For Approval at November 14, 2024

UNUM LIFE INSURANCE	LIFE INSURANCE	10/31/24	\$	23.00
UNUM LIFE INSURANCE	DISABILITY INSURANCE	10/31/24	\$	59.82
UNUM LIFE INSURANCE	LIFE INSURANCE	10/31/24	\$	88.28
UNUM LIFE INSURANCE	DISABILITY INSURANCE	10/31/24	\$	152.83
UNUM LIFE INSURANCE	LIFE INSURANCE	10/31/24	\$	23.00
UNUM LIFE INSURANCE	DISABILITY INSURANCE	10/31/24	\$	40.63
UNUM LIFE INSURANCE	LIFE INSURANCE	10/31/24	\$	78.85
UNUM LIFE INSURANCE	DISABILITY INSURANCE	10/31/24	\$	140.02
UNUM LIFE INSURANCE	LIFE INSURANCE	10/31/24	\$	54.72
UNUM LIFE INSURANCE	DISABILITY INSURANCE	10/31/24	\$	77.99
UNUM LIFE INSURANCE	LIFE INSURANCE	10/31/24	\$	23.00
UNUM LIFE INSURANCE	DISABILITY INSURANCE	10/31/24	\$	40.63
			<u>\$</u>	<u>802.77</u>
VERIZON WIRELESS	MOBILE COMMUNICATIONS	10/31/24	\$	108.48
VERIZON WIRELESS	MOBILE COMMUNICATIONS	10/31/24	\$	49.92
VERIZON WIRELESS	MOBILE COMMUNICATIONS	10/31/24	\$	92.91
VERIZON WIRELESS	MOBILE COMMUNICATIONS	10/31/24	\$	59.24
			<u>\$</u>	<u>310.55</u>
			TOTAL	\$ 101,276.84

FIRE FUND

Vendor	Inv. Line Desc	Chk Date		Amount
COMCAST	TELEPHONE & INTERNET	10/15/24	\$	194.90
			<u>\$</u>	<u>194.90</u>
CPR TRAINING BY DAVID	TUITION AND TRAINING	10/23/24	\$	3,750.00
			<u>\$</u>	<u>3,750.00</u>
ACE HARDWARE OF CLARKSTON	TRUCK REPAIR AND MAINTENANCE	10/31/24	\$	52.13
			<u>\$</u>	<u>52.13</u>
BLUE CARE NETWORK OF MICHIGAN	HOSPITALIZATION	10/31/24	\$	8,320.36
			<u>\$</u>	<u>8,320.36</u>
BOUND TREE MEDICAL	MEDICAL SUPPLIES	10/31/24	\$	1,367.90
			<u>\$</u>	<u>1,367.90</u>
BYERS WRECKER SERVICE	EDUCATIONAL SUPPLIES	10/31/24	\$	1,577.00
			<u>\$</u>	<u>1,577.00</u>

Additional Disbursements
Invoice Entry Dates 10/8/2024-10/31/2024
For Approval at November 14, 2024

COMCAST	TELEPHONE & INTERNET	10/31/24	\$	419.52
			\$	<u>419.52</u>
DTE ENERGY	ELECTRIC #1	10/31/24	\$	440.99
DTE ENERGY	ELECTRIC #2	10/31/24	\$	685.57
DTE ENERGY	ELECTRIC #3	10/31/24	\$	209.58
			\$	<u>1,336.14</u>
ELAN FINANCIAL SERVICES	REPAIRS & MAINTENANCE #1	10/31/24	\$	36.66
ELAN FINANCIAL SERVICES	TUITION AND TRAINING	10/31/24	\$	1,124.00
ELAN FINANCIAL SERVICES	OPERATING SUPPLIES	10/31/24	\$	167.83
ELAN FINANCIAL SERVICES	EDUCATIONAL SUPPLIES	10/31/24	\$	654.25
ELAN FINANCIAL SERVICES	OFFICE SUPPLIES	10/31/24	\$	59.76
ELAN FINANCIAL SERVICES	OTHER EQUIP PURCH-UNDER \$10,000	10/31/24	\$	1,389.00
ELAN FINANCIAL SERVICES	RADIO MAINTENANCE	10/31/24	\$	269.70
ELAN FINANCIAL SERVICES	TRUCK REPAIR AND MAINTENANCE	10/31/24	\$	19.99
			\$	<u>3,721.19</u>
ESCAPE INC	DUES & SUBSCRIPTIONS	10/31/24	\$	25.00
			\$	<u>25.00</u>
MAURER'S TEXTILE RENTAL	OPERATING SUPPLIES #1	10/31/24	\$	70.21
			\$	<u>70.21</u>
OAKLAND COUNTY	DISPATCH	10/31/24	\$	4,832.85
			\$	<u>4,832.85</u>
PROGRESSIVE IRRIGATION INC	REPAIRS & MAINTENANCE #1	10/31/24	\$	70.00
PROGRESSIVE IRRIGATION INC	REPAIRS & MAINTENANCE # 3	10/31/24	\$	70.00
			\$	<u>140.00</u>
QUILL LLC	OFFICE SUPPLIES	10/31/24	\$	188.01
			\$	<u>188.01</u>
ROAD COMM. FOR OAKLAND COUNTY	GAS & OIL	10/31/24	\$	2,165.17
			\$	<u>2,165.17</u>
UNUM LIFE INSURANCE	LIFE INS/PROVIDENT INS	10/31/24	\$	275.08
UNUM LIFE INSURANCE	DISABILITY INSURANCE	10/31/24	\$	500.98
			\$	<u>776.06</u>

Additional Disbursements
Invoice Entry Dates 10/8/2024-10/31/2024
For Approval at November 14, 2024

VERIZON WIRELESS	MOBILE COMMUNICATIONS	10/31/24	\$ 780.26
			<u>\$ 780.26</u>
WITMER PUBLIC SAFETY GROUP, IN	TURN OUT GEAR	10/31/24	\$ 130.15
			<u>\$ 130.15</u>
		TOTAL	\$ 29,846.85

POLICE FUND

Vendor	Inv. Line Desc	Chk Date	Amount
ANDERSON, ECKSTEIN & WESTWRICK, INC	CAPITOL OUTLAY	10/31/24	\$ 980.00
			<u>\$ 980.00</u>
OAKLAND COUNTY	CONTRACTUAL SERVICES	10/31/24	\$ 175,125.92
			<u>\$ 175,125.92</u>
		TOTAL	\$ 176,105.92

LAKE IMPROVEMENT FUND

Vendor	Inv. Line Desc	Chk Date	Amount
ADVANCED TREE SOLUTIONS	CONTR. SERVICES-BIG LAKE	10/31/24	\$ 2,000.00
			<u>\$ 2,000.00</u>
BLUE WATER AQUATICS	CONTR. SERVICES-ELIZA LAKE	10/31/24	\$ 7,270.00
			<u>\$ 7,270.00</u>
		TOTAL	\$ 9,270.00

SOFTWATER LAKE IMPROV. FUND

Vendor	Inv. Line Desc	Chk Date	Amount
KIESER & ASSOCIATES	CONTR. SERV. -SOFTWATER LK. IMP.	10/31/24	\$ 2,809.96
			<u>\$ 2,809.96</u>
		TOTAL	\$ 2,809.96

Additional Disbursements
Invoice Entry Dates 10/8/2024-10/31/2024
For Approval at November 14, 2024

BUILDING FUND

Vendor	Inv. Line Desc	Chk Date	Amount
BLUE CARE NETWORK OF MICHIGAN	HOSPITALIZATION	10/31/24	\$ 520.20
			\$ 520.20
UNUM LIFE INSURANCE	LIFE INSURANCE	10/31/24	\$ 10.95
UNUM LIFE INSURANCE	DISABILITY INSURANCE	10/31/24	\$ 14.88
			\$ 25.83
		TOTAL	\$ 546.03

CABLE FUND

Vendor	Inv. Line Desc	Chk Date	Amount
		TOTAL	

GRAND TOTAL \$ 319,855.60

REGULAR MEETING

November 14, 2024

Township of Springfield

Sean R. Miller, Clerk

BILLS PRESENTED FOR PAYMENT:

GENERAL FUND

Vendor	Invoice Line Desc	Amount
TECHNOLOGY SOLUTIONS COMPLETE, LLC	COMPUTER SERVICE & MAINTENANCE	\$ 191.84
CORVID CYBERDEFENSE, LLC	IT SECURITY SERVICES	\$ 1,733.15
QUILL LLC	OPERATING SUPPLIES	\$ 12.99
PITNEY BOWES	POSTAGE	\$ 114.75
QUILL LLC	OFFICE SUPPLIES	\$ 467.98
QUILL LLC	OFFICE SUPPLIES	\$ 233.99
N. OAKLAND REGIONAL CHAMBERS ASSOC	DUES & SUBSCRIPTIONS	\$ 165.00
AT&T	TELEPHONE	\$ 208.89
ZULTYS, INC	TELEPHONE	\$ 1,292.46
BRIDGE LAKE AUTO REPAIR & TOWING	REPAIRS & MAINTENANCE-TWP. TRUCKS	\$ 131.22
21ST CENTURY MEDIA - MICHIGAN	PRINTING & PUBLISHING	\$ 1,048.75
CNA SURETY	INSURANCE & BOND	\$ 471.50
INNOVATIVE OFFICE TECHNOLOGY	COPIER, PRINTER LEASE & MAINT	\$ 16.82
OAKLAND COUNTY TREASURERS OFFI	MISCELLANEOUS	\$ 6.11
QUILL LLC	OFFICE SUPPLIES	\$ 74.66
21ST CENTURY MEDIA - MICHIGAN	PRINTING & PUBLISHING	\$ 172.25
LOGICAL OWL	ELECTION GRANTS	\$ 1,855.00
LOGICAL OWL	ELECTION GRANTS	\$ 7,855.25
COMCAST	FACILITY OPERATIONS	\$ 149.85
ACE HARDWARE OF CLARKSTON	REPAIRS & MAINT. / 700 BROADWAY	\$ 14.99
BASIC BENEFITS	FSA ADMIN FEES	\$ 91.58
ROAD COMM. FOR OAKLAND COUNTY	GRAVELING	\$ 120,986.25
CONSUMERS ENERGY	STREET LIGHTING	\$ 41.88
DTE ENERGY	STREET LIGHTING	\$ 3,887.05
DTE ENERGY	STREET LIGHTING	\$ 43.85
ROAD COMM. FOR OAKLAND COUNTY	STREET LIGHTING	\$ 155.22
JCR SUPPLY INC	MAINTENENCE SUPPLIES-CIVIC CENTER	\$ 481.71
COMMUNITY DISPOSAL	CONSULTANTS/CONTRACT-CIVIC CTR.	\$ 61.75
MCFI	CONSULTANTS/CONTRACT-CIVIC CTR.	\$ 1,027.81
STATE OF MICHIGAN EGLE	CONSULTANTS/CONTRACT-CIVIC CTR.	\$ 137.42
CORPORATE CLEANING GROUP	CUSTODIAL SERVICES	\$ 2,665.00
CLARKSTON GLASS SERVICE INC.	REPAIRS	\$ 265.00
TOTAL \$		146,061.97

BILLS PRESENTED FOR PAYMENT:

FIRE FUND

Vendor	Inv. Line Desc	Amount
STRYKER SALES CORPORATION	CAPITAL OUTLAY	\$ 1,701.96
CONSUMERS ENERGY	HEAT #2	\$ 77.51
MUNICIPAL EMERGENCY SERVICES INC	CAPITAL OUTLAY	\$ 34,525.54
MUNICIPAL EMERGENCY SERVICES INC	UNIFORMS	\$ 880.00
MUNICIPAL EMERGENCY SERVICES INC	OTHER EQUIP PURCH-UNDER \$10,000	\$ 2,700.00
MUNICIPAL EMERGENCY SERVICES INC	MISCELLANEOUS	\$ 196.03
MEDIX SPECIALTY VEHICLES, INC	CAPITAL OUTLAY	\$ 176,053.00
ARAMARK	OPERATING SUPPLIES	\$ 170.24
ZULTYS, INC	TELEPHONE & INTERNET	\$ 527.38
BOUND TREE MEDICAL	MEDICAL SUPPLIES	\$ 74.34
ACE HARDWARE OF CLARKSTON	TRUCK REPAIR AND MAINTENANCE	\$ 25.18
BOUND TREE MEDICAL	MEDICAL SUPPLIES	\$ 32.96
FLEET PRIDE	TRUCK REPAIR AND MAINTENANCE	\$ 558.35
MEDIX SPECIALTY VEHICLES, INC	CAPITAL OUTLAY	\$ 176,053.00

REGULAR MEETING

November 14, 2024

Township of Springfield

Sean R. Miller, Clerk

NYE UNIFORM	UNIFORMS	\$	150.00
ACE HARDWARE OF CLARKSTON	OPERATING SUPPLIES #1	\$	13.12
IOTG LEASING PROGRAM OF DE LAGE	COMPUTER EQUIPMENT & LICENSING	\$	60.00
JASON KELLEY	TUITION AND TRAINING	\$	168.00
BRIDGE LAKE AUTO REPAIR & TOWING	TRUCK REPAIR AND MAINTENANCE	\$	138.73
ARAMARK	OPERATING SUPPLIES	\$	203.64
ARAMARK	OPERATING SUPPLIES	\$	34.61
OVERHEAD DOOR WEST COMMERCIAL	REPAIRS & MAINTENANCE #2	\$	2,540.00
COMCAST	TELEPHONE & INTERNET	\$	762.34
CONSUMERS ENERGY	HEAT#3	\$	24.57
DTE ENERGY	ELECTRIC #3	\$	348.74
REBECCA BENEDICT	UNIFORMS	\$	503.67
INNOVATIVE OFFICE TECHNOLOGY	OPERATING SUPPLIES	\$	84.75
COMCAST	TELEPHONE & INTERNET	\$	194.90
KEVIN FORTIN	UNIFORMS	\$	34.99
STATE OF MICHIGAN EGLE	REPAIRS & MAINTENANCE #2	\$	137.42
CONSUMERS ENERGY	HEAT #1	\$	44.84
BOUND TREE MEDICAL	MEDICAL SUPPLIES	\$	99.38
		TOTAL \$	399,119.19

BILLS PRESENTED FOR PAYMENT:

POLICE FUND

Vendor	Inv. Line Desc		Amount
GENERAL FUND	SUPPORT	\$	3,000.00
GENERAL FUND	RENT	\$	3,000.00
		TOTAL \$	6,000.00

BILLS PRESENTED FOR PAYMENT:

LAKE IMPROV FUND

Vendor	Inv. Line Desc		Amount
COHOONS LAWN CARE LLC	CONTR. SERVICES-DIXIE LAKE	\$	90.00
DTE - WAUMEGAH	CONTR. SERVICES-WAUMEGAH-WEED	\$	17.62
		TOTAL \$	107.62

BILLS PRESENTED FOR PAYMENT:

CABLE FUND

Vendor	Inv. Line Desc		Amount
CHARTER TOWNSHIP OF INDEPENDENCE	CONSULTANTS/CONTRACTING	\$	1,500.00
GENERAL FUND	OFFICE RENT	\$	900.00
GENERAL FUND	SUPPORT SERVICES	\$	3,000.00
COMCAST	MISCELLANEOUS	\$	254.90
		TOTAL \$	5,654.90

BILLS PRESENTED FOR PAYMENT:

BUILDING FUND

Vendor	Inv. Line Desc		Amount
RON SHELTON	ELECTRICAL INSPECTOR(CONTRACTUAL)	\$	2,585.18
JERRY HOBSON	PLUMBING INSPECTOR (CONTRACTUAL)	\$	1,266.36
JERRY HOBSON	MECHANICAL INSPECTOR (CONTRACTUAL)	\$	3,563.15
GENERAL FUND	TELEPHONE	\$	203.46
GENERAL FUND	FACILITY RENT & UTILITIES	\$	1,500.00

**REGULAR MEETING
November 14, 2024**

Township of Springfield

Sean R. Miller, Clerk

FIRE FUND	FIRE INSPECTIONS	\$	12,500.00
GENERAL FUND	RECEIPTING, ACCOUNTING & PAYROLL	\$	<u>2,200.00</u>
	TOTAL	\$	<u>23,818.15</u>
	GRAND TOTAL	\$	<u>580,761.83</u>

INVOICE

CHARTER TOWNSHIP OF INDEPENDENCE

6483 Waldon Center Dr.
Clarkston, MI 48346
(248) 625-5111

Customer ID: TWPSPRFD
Invoice Number: 0000074976
Service Date: 10/10/2024
Invoice Date: 10/10/2024
Due Date: 11/11/2024

Property Address:

CHARTER TOWNSHIP OF SPRINGFIELD
12000 DAVISBURG RD
DAVISBURG, MI 483501038

Remaining Unapplied Credits: 0.00

Quantity	Description	Unit Price	Amount
1.00	4703 Clawson Tank Dr	165.26	165.26

07-36-401-014

Total Invoice:	165.26
Credits Applied:	0.00
Payments Applied:	0.00
Invoice Balance:	165.26

INVOICE

CHARTER TOWNSHIP OF INDEPENDENCE

6483 Waldon Center Dr.
Clarkston, MI 48346
(248) 625-5111

Customer ID: TWPSPRFD
Invoice Number: 0000074976
Service Date: 10/10/2024
Invoice Date: 10/10/2024
Due Date: 11/11/2024

Property Address:

CHARTER TOWNSHIP OF SPRINGFIELD
12000 DAVISBURG RD
DAVISBURG, MI 483501038





Holly Area Youth Assistance

14470 N. Holly Road Holly, MI 48442

Phone: (248) 328-3185

Email: HAYA4Kids63@gmail.com

10/22/2024

Dear Springfield Township Board Members,

During our October Board of Directors meeting, the Holly Area Youth Assistance Board of Directors reviewed and approved the following volunteer to be a HAYA Board of Directors member.

Sydney Sinclair –Family School Liaison for Holly Area Schools

Per Youth Assistance policy, we are to inform the Springfield Township Board Members of the approved volunteers to the HAYA Board of Directors and request formal approval from your board. In reviewing our files, we have found the following proclamation, which you may choose to follow or create one of your originations:

PROPOSAL TO APPROVE HOLLY AREA YOUTH ASSISTANCE VOLUNTEERS TO THE BOARD OF DIRECTORS WHEREAS, the Holly Area Youth Assistance program in the Village of Holly is augmented by contributions from the local Townships of Groveland, Holly, Rose, and Springfield. Holly Area Community Schools, and Oakland County Circuit Court – Family Division which permits the operation of an office with casework staff and WHEREAS, the efforts of numerous citizen volunteers provide significant service to the youth of the Charter Township of Holly, the Village of Holly, Groveland Township, Rose Township, Springfield Township, and Holly Community Schools in projects promoting the prevention of juvenile delinquency, child neglect, and child abuse.

NOW, THEREFORE, BE IT RESOLVED, that the Springfield Township Board does at this moment approve and support the Holly Area Youth Assistance volunteer appointed at the Board of Directors being:

Sydney Sinclair –Family School Liaison for Holly Area Schools

Please contact me with any questions and your responses by November 29th, 2024.

Sincerely,

Christine (Tena) Alvarado
HAYA Board President
Mobile #: (810) 955-6800

SPRINGFIELD CHARTER TOWNSHIP

SEAN R. MILLER, CLERK

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



Memo

To: Township Board - CONSENT
From: Sean Miller, Clerk *Sean*
Date: 10/30/2024
Re: 2025 PA 152 Hard Cap Analysis

Attached is a chart that details the 2025 public employer “hard cap” contribution limits for medical benefit plans and Springfield Township’s total medical plan expense. These numbers are based on the previously approved contribution amounts of \$50 per month for one-person coverage, \$100 per month for two-person coverage, and \$200 per month for family coverage. As in the past few years, the State of Michigan Hard Cap limit exceeds the total Township expense for medical/RX coverage.

To comply with the Publicly Funded Health Insurance Contribution Act (PA 152), the Township has three options:

- 1.) Limit our total health care costs to the State Hard Cap limits.
- 2.) Limit the Township’s share of total annual health care costs to no more than 80% of the premium cost.
- 3.) Take action to exempt the Township from the requirements of the Act.

The Township could elect option 1 since our total expense is **\$34,617.49 under the Hard Cap limit**. However, since 2011, the Board has adopted the Exemption Option “in recognition of the history of Springfield Township’s successful efforts to reduce the cost of Township employee healthcare long before the State mandate.” I have attached proposed Resolution 2024-16 to adopt the Exemption Option for plan year 2025 as set forth in Public Act 152 of 2011, the Publicly Funded Health Insurance Contribution Act should the Board choose to continue adopting the Exemption Option.

Recommendation:

Adopt Resolution 2024-16 to adopt the Exemption Option for plan year 2025 as set forth in Public Act 152 of 2011, the Publicly Funded Health Insurance Contribution Act.

Respectfully,
Sean R. Miller, MiPMC
Township Clerk

**PA 152 – Publicly Funded Health Insurance Contribution Act
Springfield Township 2025 Medical Plan Analysis**

HARD CAP PUBLIC EMPLOYER CONTRIBUTION LIMIT

COVERAGE	HARD CAP MAX	NUMBER COVERED	CONTRIBUTION LIMIT
Single	\$7,718.26	7	\$54,027.82
2-Person	\$16,141.28	4	\$64,565.12
Family	\$21,049.85	11	\$231,548.35
TOTAL HARD CAP LIMIT			\$350,141.29

2025 TOWNSHIP MEDICAL/RX PLAN EXPENSE

COVERAGE	TOTAL MED/RX PREMIUM	EMPLOYEE CONTRIBUTION	TOWNSHIP EXPENSE
Single	\$47,896.32	\$4,200	\$43,696.32
2-Person	\$81,102.60	\$4,800	\$76,302.60
Family	\$221,924.88	\$26,400	\$195,524.88
TOTAL TOWNSHIP EXPENSE			\$315,523.80
AMOUNT HARD CAP LIMIT EXCEEDS TOWNSHIP EXPENSE			\$34,617.49

SPRINGFIELD CHARTER TOWNSHIP

LAURA MOREAU, SUPERVISOR
248-846-6502 | 248-846-6548 FAX



MEMO

TO: Township Board
FROM: Laura Moreau, Supervisor
DATE: October 15, 2024
RE: **Township Board Representatives on Planning Commission and Zoning Board of Appeals**

Several appointments on the Planning Commission and Zoning Board of Appeals will expire in the next two months. Most appointments can wait until the December board meeting after the new supervisor and board take office; however, the Township Board representative positions expire on November 20, prior to their November regular meetings.

Considering the timing and the extensive experience and institutional knowledge of both Dave Hopper and Bill Whitley, I believe it is in the Township's best interest to complete their reappointments at the November 14 Township Board meeting. Other PC term expirations for George Mansour and Chris Moore on November 30, and ZBA expirations for Ryland Rusch and Matt Underwood on December 31 will need to be addressed at the December 12 Township Board meeting.

Recommended Motions

Reappoint Dave Hopper as Township Board Representative to the Planning Commission with a term ending November 20, 2028.

Reappoint Bill Whitley as Township Board Representative to the Zoning Board of Appeals with a term ending November 20, 2028.



Memo

To: Township Board

From: Jerry David, Facilities Manager /JD

Date: October 31, 2024

Re: 2025 & 2026 - Renewal 2 Year Planned Maintenance Agreement with MMV for the HVAC Roof Top Unit's-RTU Equipment

Background

Springfield Township and Michigan Mechanical Ventures, hereafter referred to as MMV have been in a Planned Maintenance Agreement for at least 16 years. MMV provides a preventative maintenance program for both HVAC Roof Top Units-RTU.

System Management

Attached is the proposed two-year Planned Maintenance Agreement with MMV for the HVAC RTU's equipment cost for Nov 1, 2024, to Oct 31, 2026. There is no change to the agreement from previous years.

Detailed Standard and Specialty Services – are spelled out in the agreement packet, which are listed in detail of the agreement under Schedule A, Schedule B, Schedule C, and Schedule D.

In addition, having a Support Service Agreement with MCMI has improved the operation, efficiently of our HVAC units, plus it allows for us to have additional cost savings on our electric bill.

Budget

Listed below is a history for Planned Maintenance Agreement Costs from previous 2-year agreement. Unfortunately, with the rising supplier cost MMV has given us a 5% increase for the 2024/2026 Planned Maintenance Agreement.

- 2020 & 2022: \$21,600.00
- 2022 & 2024: \$23,800.00 (10% increase) with 8 equal payments of \$2,975.00 each
- 2024 & 2026: \$24,990.00 (5% increase) with 8 equal payments of \$3,123.75 each

This expense is included in the 2025 budget and will carry over to the 2026 budget and is a split cost between the Township 65% and Library 35%.

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

Thank you,
Jerry David
248-408-1900
jdavid@springfield-twp.us

Suggested motion: Authorize the Facilities Manager to renew the planned maintenance agreement with MMV for the Civic Center HVAC RTU's equipment at a cost not to exceed \$25,000.00 for Nov 2024 to Oct 2026. This budget line-item cost is a split cost between the Township 65% and Library 35%.

MICHIGAN MECHANICAL VENTURES



23900 HAGGERTY ROAD
FARMINGTON HILLS, MI 48335
P: 734.326.1210
F: 734.326.1217

RECEIVED
OCT 24 2024
BY: 10/24/2024 [Signature]

October 21, 2024

Springfield Township Civic Center
12000 Davisburg Road
Davisburg, MI 48350

Attention: Mr. Jerry David

Subject: **Planned Maintenance Agreement - Two (2) Year**

Dear Jerry,

Enclosed please find our Two (2) Year Preventative Maintenance Agreement covering the HVAC equipment at the above location.

Please sign and return for our files. The original should be retained for your records.

We appreciate the opportunity to submit our proposal and look forward to working with you. If you have any questions, or if we may assist in this or any other matter, please do not hesitate to contact us.

Very truly yours,

Matt Burkett

Matt Burkett
President

MICHIGAN MECHANICAL VENTURES



23900 HAGGERTY ROAD
FARMINGTON HILLS, MI 48335
P: 734.326.1210
F: 734.326.1217

RECEIVED
OCT 24 2024

BY: 10/24/2024 JD

TWO (2) YEAR PLANNED MAINTENANCE AGREEMENT

FOR

SPRINGFIELD TOWNSHIP CIVIC CENTER
12000 DAVISBURG ROAD
DAVISBURG, MI 48350

RECEIVED
OCT 24 2024

MICHIGAN MECHANICAL VENTURES

BY: 10/24/2024 [Signature]

- MICHIGAN MECHANICAL VENTURES proposes to furnish PLANNED MAINTENANCE INSPECTIONS for:

Springfield Township Civic Center
12000 Davisburg Road
Davisburg, MI 48350

- EQUIPMENT INCLUDED:

See attached schedule "A".

- PLANNED MAINTENANCE INSPECTIONS will be performed on the following schedule in accordance with the terms and conditions set forth herein:

FALL - 2024, 2025 - Heating Start-Up & Inspection
WINTER - 2024, 2025 - Heating Inspection
SPRING - 2025, 2026 - A/C Start-Up & Inspection
SUMMER - 2025, 2026 - A/C Inspection
Summer - 2025, 2026 - Condenser Coil Power Washing

- THE FOLLOWING ADDITIONAL SERVICES ARE INCLUDED:

See attached Schedule "B" for standard services provided.
Air Filters to be furnished and installed, as required, during each inspection.
Power washing of condenser coils to be performed one (1) time per year.

- MICHIGAN MECHANICAL VENTURES WILL:

Provide and maintain inspection reports and equipment log sheets for the specified equipment.

Provide preferential service at all times over non-contract customers.

Notify you of any repairs required, as revealed during the inspection.

Provide an estimate to correct or repair such conditions for your approval.

Perform only the work or repairs which have been properly authorized by you or your representative.

MICHIGAN MECHANICAL VENTURES

RECEIVED
OCT 24 2024

BY:

• GENERAL CONDITIONS:

All inspections are to be performed during our normal working hours of 8:00 am to 4:30 pm, Monday through Friday, except Holidays. Authorizations for repairs are to be made promptly. Failure to do so may release and terminate all obligations of MICHIGAN MECHANICAL VENTURES. The obligation to furnish repair or replacement parts and materials is subject to the availability of such from normal sources of supply. MICHIGAN MECHANICAL VENTURES shall not be held liable or responsible for conditions beyond its control, such as main electrical power failure, improper voltage, loss of phase, freezing, contaminated water or atmosphere, acts of God, rioting, vandalism, or commercial delays. It is agreed that MICHIGAN MECHANICAL VENTURES shall not be held responsible for system design, changes in governmental codes, insurance requirements, or obsolescence. In the event that additions, alterations, repairs or adjustments are made to the system by others, this agreement is terminable at our option upon written notice.

• TERMS:

This Agreement shall be in effect from November 1, 2024 to October 31, 2026.

This Agreement may be cancelled by either party, on any payment date, upon thirty (30) days written notice to the other party.

This Agreement will automatically renew itself and shall continue until one party gives thirty (30) days written notice to the other party of its desire to terminate the Agreement.

It is agreed that the price for those services indicated by this Agreement may only be adjusted on the anniversary date of this Agreement.

• PAYMENT:

MICHIGAN MECHANICAL VENTURES shall provide the services indicated herein for the NET SUM of \$24,990.00, payable as follows:

Eight (8) equal payments of \$3,123.75

Due: 11/01/24, 02/01/25, 05/01/25, 08/01/25
11/01/25, 02/01/26, 05/01/26, 08/01/26

This proposal constitutes the entire agreement and shall become effective on the date accepted by both parties. Please sign and return both copies. Upon receipt, we will execute our approval and return one (1) copy for your files.

• YOUR ACCEPTANCE:

Springfield Township Civic Center
COMPANY

SIGNATURE

TITLE

DATE

OUR APPROVAL:

Michigan Mechanical Ventures
COMPANY

Matt Burkett

SIGNATURE
Matt Burkett

President

TITLE

October 21, 2024

DATE

MICHIGAN MECHANICAL VENTURES

RECEIVED
OCT 24 2024

BY: 10/24/2024
JD

SCHEDULE "A"

LIST OF EQUIPMENT

For:

Springfield Township Civic Center
12000 Davisburg Road
Davisburg, MI 48350

<u>MFR.</u>	<u>DESCRIPTION</u>	<u>MODEL #</u>
AAON	ROOFTOP UNIT	34448-RF-3-E0
AIR-WISE	ROOFTOP UNIT	TBA-1500/H7
BREIDERT	EXHAUST FAN	TXB-15
Q-MARK	ELECTRIC HEATER	CDF558
Q-MARK	ELECTRIC HEATER	AWH-3404
Q-MARK	ELECTRIC UNIT HEATER	MUH05-81
CAREL	STEAM HUMIDIFIER	SD-333H0

MICHIGAN MECHANICAL VENTURES

SCHEDULE "B"

STANDARD SERVICES PROVIDED (WHERE APPLICABLE)

RECEIVED
OCT 24 2024

BY: 10/24/2024 JD

Air Conditioning - Refrigeration:

Check and record main voltage
Check and record operating pressures
Check compressor oil level
Check and record actual amp. Draw on all motors
Check compressor crankcase heater
Check and adjust refrigeration operating and safety controls
Inspect and note condition of air-cooled condensers
Inspect all electrical components
Check and record superheat at compressor(s)
Check for refrigerant leaks (visual)
Check and adjust condenser water regulating valve(s)
Lubricate condenser fan motor(s) and or shaft bearings
Inspect, adjust and align condenser fan belt(s)
Check and adjust cooling tower bleed-off
Check, adjust and align evaporator blower belts
Lubricate evaporator blower motor and/or shaft bearings
Check and note condition of air filters
Check condensate drain pan
Meg-ohm test the hermetic compressor(s)
Check and adjust system time clock(s)
Check and adjust all damper linkage(s)

Heating:

Check and adjust main burner flame
Check pilot flame signal
Perform pilot turn down test
Check electric pilot ignition
Check pilot safety
Lubricate combustion blower motor (as required)
Check boiler operating controls and set points
Check boiler safety controls and set points
Flush low water cut-off
Check operating pressure and temperature
Check and clean pressure reducing valve strainer
Check and adjust boiler make-up water
Check stack control and temperature
Check and adjust expansion tank
Lubricate circulating pump motors and bearings
Check fan limit control
Inspect draft hoods, breeching and stack (visual)
Lubricate furnace fan motors and fan shaft bearings



Memo

To: Township Board

From: Jerry David, Facilities Manager/JD

Date: November 4, 2024

Re: 2025 & 2026-Renewal Support Services Agreement for HVAC Andover Controls with MCMI

Background

Springfield Township and **Mechanical Control and Maintenance, Inc.**, hereafter referred to as **MCMI** have been in a support service agreement for at least 14 years. MCMI provides a preventative maintenance program support service. Typically, we have had a 1-year service agreement with MCMI but this year I've asked for a 2-year service agreement, thinking we've saved some money considering each year there's been an increase. I feel a 10% increase over a 2-year period, isn't too bad.

System Management

Attached is the proposal for a **two-year Support Service Agreement with MCMI** for the HVAC Andover Controls cost for 2025 & 2026. There is no change to the agreement from previous years.

Detailed Standard and Specialty Services – are spelled out in the agreement packet, which are listed in detail of the agreement under Schedule A, Schedule B, Schedule C, and Schedule D.

In addition, having a Support Service Agreement with MCMI has improved the operation, efficiently of our HVAC units, plus it allows for us to have additional cost savings on our electric bill.

Budget

Listed below is a history for Support Service Agreement Costs from previous years. Unfortunately, with the rising supplier cost MCMI has given us a 10% increase for the last 2-years Support Service Agreement. We are locked in for a 2-years' service agreement with an overall 10% increase.

- 2019 & 2020: \$4980.00 each year
- 2021 & 2022: \$5230.00 each year (5% increase)
- 2023: \$5750.00 (9.94% increase)
- 2024: \$6325.00 (10% increase)
- 2025 & 2026: \$13,915.00 (**\$6957.50 each year**) (overall 10% increase)

This expense is included in the 2025 budget and will carry over to the 2026 budget. This is a split cost between the Township 65% and Library 35%.

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

Suggested motion: Authorize the Facilities Manager to renew the support service agreement with MCMI for the Civic Center HVAC Controls at a cost of \$7,000.00 for 2025. This budget line-item cost is a split cost between the Township 65% and Library 35%.

5540 Diplomat Drive
 Sterling Heights MI 48314
 586-726-7500 Tel 726-7504 Fax
 E-Mail: service@mcmi.net

RECEIVED
 NOV 04 2024

BY: 11/4/2024 *jm*



Support Service Agreement

Date: **December 1, 2024**
 Customer: **Springfield Township**

We propose to furnish a Support Service Program for the following site location(s):

Springfield Township Community Center

In accordance with the terms and conditions set forth herein.

In compliance with the services indicated below and detailed in the General Conditions and Schedule A, we (Mechanical Controls and Maintenance, Inc., hereafter referred to as **MCMC**) will provide support service for all control devices interfaced to equipment outlined in Schedule B. The equipment to be addressed under this agreement on each scheduled visit is outlined in Schedule C. A Service Representative is assigned to ensure system operation is at optimum efficiency levels. T&M service rates and material pricing are outlined in Schedule D.

Service will be provided in accordance with the following schedule: **Quarterly**

This Support Services Agreement will provide the services selected:

Standard Services		Specialty Services	
<input checked="" type="checkbox"/>	Preferential Service	<input checked="" type="checkbox"/>	Service Warranty
<input checked="" type="checkbox"/>	24 Hour Emergency Service	<input checked="" type="checkbox"/>	Preventive Maintenance Program
<input checked="" type="checkbox"/>	MCMC Technical Support Hotline		Training - Site Specific
<input checked="" type="checkbox"/>	MCMC Remote Monitoring Program		Component Replacement
<input checked="" type="checkbox"/>	Backup Service		Critical Part Inventory
<input checked="" type="checkbox"/>	Assigned MCMC Lead Technician		Network Systems Support Program
<input checked="" type="checkbox"/>	System Optimization and Reporting		Critical Alarm Monitoring

Support Services as described herein will be furnished by **MCMC** for.....**\$13,915.00**

This agreement covers a two-year period. Eight equal payments will be made quarterly, with the first installment due upon acceptance of this agreement.

This proposal contains the entire agreement and will become effective on the date accepted by both parties.

ACCEPTED: _____ ACCEPTED: _____
 Purchaser Seller
 TITLE: _____ TITLE: _____

RECEIVED
NOV 04 2024

GENERAL CONDITIONS

BY: 11/4/2024 JD

The owner must perform regular facility maintenance of peripheral equipment that is a necessity in system operation but is not covered in this contract. **MCMI** reserves the right to request scheduled facility maintenance reports for evaluation purposes.

MCMI will not be responsible for hardware and/or software failures as a result of poorly maintained facilities, physical abuse, system tampering, acts of God, or any condition beyond our control. It is also agreed that we shall not be liable for injuries to persons or damage to property, and in no event shall we be liable for consequential or incidental damages, losses or delays. Changes or modifications to the system hardware or software by any party other than **MCMI** or authorized representatives of **MCMI** will immediately void this agreement and any warranties.

Customer will provide a list of authorized facility maintenance personnel and supervisory personnel for the location.

Owner must maintain integrity of all controller phone lines in use at the location covered by this contract. All expenses incurred for phone lines used at this site will be the responsibility of the owner.

Point overridden, whether through software or hardware shall remain in that state unless qualification from authorized personnel permits system automation to resume.

Service requested by the owner, in addition to the scheduled maintenance visits may be charged at the current labor rate as listed on Schedule D. In an effort to assist the owner concerning software problems, **MCMI** will first qualify the software performance and upon a determination of software problem try to approximate how long repair time will be.

All material in need for repair or replacement will be at the cost of the owner. Schedule "B" contains a list of all material types to be inspected under this Agreement; items not listed and not installed by **MCMI** will not be included in this contract. These devices will be indicated as defective or in need of repair on the Inspection/Status reports. A quoted price to affect noted repairs will be provided by **MCMI**. Material other than Andover products replaced as a result of failure shall not be limited to the same manufacturer but shall be replaced with products, standard in the industry, of equal or greater potential.

24-hour emergency service is provided under the terms of this contract, a request specifically for emergency service must be phoned into the office and must contain a complete description of the problem including the approximate time of occurrence, location and any other pertinent information. All emergency service requests will be responded to within a (24) hour period.

Either party can terminate this Agreement 30 days prior written notice if the other party materially breaches this Agreement. If there are additions, alterations, repairs or adjustments to the system(s) not authorized by **MCMI**, they are not responsible for any damages to the extent caused by such event. If payment is made for the quarter in which services are due but have not yet been fully rendered then a refund amount will be agreed to by both parties and a refund will be issued to the Owner.

If any changes are proposed and accepted for these General Conditions, it is agreed that the amount stated will be recalculated to reflect those changes and submitted to Owner for approval.

These visits are subject to the owner's overall schedule of operation, **MCMI** will conform, whenever possible, to scheduling maintenance visits to coincide with the owner's days and times requested.

An inspection/Status report will be furnished after each visit with details of findings and a current evaluation of system conditions. A **MCMI** Service Representative will discuss recommendations for corrective measures, if any, with authorized personnel.

Both parties agree not to utilize the services of any individual outside of this of this Agreement who, to the best of their knowledge, is a current employee of either party or who has been an employee of either party in the 360 days since **MCMI** and Customer last conducted business together in any way. The phrase "utilize the services of" as used above includes, but is not limited to, employing, contracting, and subcontracting. This provision specifically excludes any individual once they have been outside of the employ of the above parties for a period of 360 days or more. Both parties agree that their breach of this provision shall entitle the non-breaching party to charge the breaching party \$75,000 dollars as an employee placement fee.

All invoices are payable on Net 30 terms. A late charge of 1.5% monthly will be applied thereafter.

Service Contracts are the responsibility of the **MCMI** Service Division. The Service Manager is responsible for our performance regarding this contract and alterations or additions to your existing Building Automation System.

SCHEDULE A

RECEIVED
NOV 04 2024
BY: 11/4/2024 TD

PREFERENTIAL SERVICE

Support Service Agreement customers receive top priority service.

24-HOUR EMERGENCY SERVICE

Telephone service support responded to within 30-minute period.
Emergency service premiums waved for Support Service Agreement customers

MCFI TECHNICAL SUPPORT

Answer questions regarding system operation and programming.
Assistance with the setup of List Views and Reports as requested by customer.
Assistance with Setpoint and Schedule changes as requested by customer.
Step by step assistance for seldom used program functions.
Off-site monitoring to assist the building operator with system diagnosis.
On-site Support Services Logbook.

MCFI REMOTE MONITORING PROGRAM

MCFI Support Staff will connect to the site monthly to review system operation.
Cyberstation support is provided using Windows Remote Desktop application or third-party remote-control application.

BACKUP SERVICE

Full backups will be maintained on-site and off-site
Backups will be performed on a quarterly basis.

ASSIGNED MCFI LEAD TECHNICIAN

MCFI Service Representative assigned to facility as Lead Technician

SYSTEM OPTIMIZATION AND REPORTING

MCFI Lead Technician will provide technical assistance with programming and fine-tuning of all control loops, making recommendations, and implementing enhanced operational practices as approved and accepted by the site engineering personnel.
Develop reports that take data from the system and turn that data into actionable information, allowing for more efficient facility management by the site engineering personnel.

SERVICE WARRANTY

90-Day Warranty on all services (parts and labor.)

SOFTWARE WARRANTY

Warranty all control programs originally installed by MCFI.

RECEIVED
NOV 04 2024

BY: 11/4/24 

PREVENTIVE MAINTENANCE PROGRAM

HVAC SYSTEM

Communications check with all Andover DDC Controllers
Analysis of analog and digital outputs.
Verify transducer and/or relay interface performance.
Check all in-line component air filters.
Load test battery backup on all DDC Controllers
Calibrate all capacity, temperature, humidity and equipment control devices as required.
Check and calibrate all pneumatic thermostats.
Analysis function of program sequences.
Tune all Proportional Integral Derivative Control Loops.
Discuss system operation and performance with the customer.
Verify integrity of all control programs and controller commands.
Clean and inspect all controller and interface panels.
Clean and inspect computer case, chassis and associated peripherals.

TRAINING - SITE SPECIFIC

Site-specific training sessions to be held on-site, an outline of each session to be defined by owner or operator.

COMPONENT REPLACEMENT

Replace any defective part of the Andover DDC System as required.

CRITICAL PART INVENTORY

In-stock critical part inventory located at MCMI Service Center, Sterling Heights, MI

NETWORK SYSTEMS SUPPORT PROGRAM

Upgrade software/firmware (EPROM's) to the latest factory revision available, with limited engineering/application support of system network.

CRITICAL ALARM MONITORING

24-hour remote monitoring of six critical building alarms, as defined by owner/operator.

RECEIVED
NOV 04 2024

BY: 11/4/2024 (TD)

SCHEDULE B

EQUIPMENT

HVU – Heating
RTU – Cooling
VVB (2)
DDB (34)
EF-1

CONTROL SYSTEM

Cyberstation Front-end
CX9900 Controller with modem
SCX920 Controller
LCX810 Controller
TCX853 Controller
TCX865 Controller
Phone line Noise Suppressor

RECEIVED
NOV 04 2024

BY: 11/4/2024 JD

SCHEDULE C

The following is a breakdown of the scheduled Preventive Maintenance visits and the equipment to be addressed during the respective visit.

JANUARY

Preventive Maintenance with emphasis on Heating

HVU

VVB

DDB

APRIL

Preventive Maintenance with emphasis on Cooling

RTU

VVB

DDB

EF-1

JULY

Preventive Maintenance with emphasis on Cooling

RTU

VVB

DDB

OCTOBER

Preventive Maintenance with emphasis on Heating

HVU

VVB

DDB

EF-1

RECEIVED
NOV 04 2024

BY: 11/4/2024 JD

SCHEDULE D

	Straight Time	Time and ½	Double Time	Emergency	SE Parts Discount
Technical	\$156	\$195	\$234	\$325	None
SSA Rate	\$133	\$166	\$199	N/A	.40

Straight Time Monday through Friday, between 7:30 a.m. and 4:00 p.m.

Time and one-half hours Monday through Friday, after 4:00 p.m. or after the first eight service posted that day.
Saturday, before 4:00 p.m.

Double Time Saturday, after 4:00 p.m.
Sunday or Holiday, anytime.

Emergency As it is requested, is billable anytime of the day.

- Andover Controls (Schneider Electric) material is offered with an extended discount under the terms of this Support Services Agreement.
- Pre-Paid Hourly Technical Service and/or Preventive Maintenance Program determines discount Level. The table shows adjusted service rates under the terms of this Support Service Agreement.
- Minimum Technical Support charge outside of normal working hours is one hour, then in 15-minute increments thereafter.
- The minimum on-site Technical Support charge is one hour, then in 15-minute increments thereafter. The above-mentioned rates will be charged from the time that a truck is dispatched to you, until it departs your facility.
- MCMI does not charge for mileage.
- A one-time truck charge of \$125.00 per service call will be added to the invoice.
- Emergency Service Premium is waived for customers under the terms of this Support Service Agreement.



SPRINGFIELD
CHARTER TOWNSHIP

CDBG FUND REQUEST FORM-PY2025

CDBG YEAR: PY2025

DATE SUBMITTED: 10-30-24

ORGANIZATION NAME: Neighbor For Neighbor, Inc.

ADDRESS: 495 Broadway

CITY: Davisburg STATE: MI ZIP CODE: 48350

CONTACT NAME: Cheryl Shafar EMAIL: nfndavisburg@gmail.com

BUSINESS PHONE: 248-634-0900 ALTERNATIVE PHONE: 248-941-3338

AMOUNT OF FUND MONEY YOU ARE REQUESTING: Any amount available

PLEASE SPECIFY THE SPECIFIC TYPE OF SERVICES PROVIDED TO RESIDENTS OF SPRINGFIELD TOWNSHIP AS WELL AS THE SERVICES PROVIDED TO RESIDENTS OF OTHER COMMUNITIES:

1. Food Pantry - Provide food to individuals & Families within the municipalities we serve.
2. Provide Clothing - Allow families to shop for clothing.
3. Financial Assistance for Electricity, Gas, Water, and Propane Shutoffs.
4. Financial Assistance for Evictions & Foreclosures.

PLEASE PROVIDE THE AMOUNT OF FUNDING PROVIDED BY OTHER MUNICIPALITIES TO YOUR ORGANIZATION AND THE SOURCE OF THAT FUNDING: i.e. CDBG, GENERAL FUND, IN KIND SERVICE, ETC.

We have Applied for CDBG Funding over the years however other municipalities have turned down our requests even with the amount of money we have provided to families living within the community.

PLEASE PROVIDE THE LIST OF THE MUNICIPALITIES WHERE YOU REQUESTED FINANCIAL ASSISTANCE DURING THE PREVIOUS FISCAL YEAR, THE AMOUNT REQUESTED AND THE RESULTS OF THOSE REQUESTS:

Springfield Township,
Village of Holly - \$, Brandon Twp., Groveland Twp - \$
Holly Township - \$,
FEMA \$5,600.00 - Food Assistance Funds deposited directly into Gleaner Food Bank Acct

PLEASE SUPPLY THE NUMBER OF RESIDENTS OR HOUSEHOLDS SERVED FROM
SPRINGFIELD TOWNSHIP: 406 RESIDENTS

OR 138 HOUSEHOLDS

PLEASE PROVIDE THE NUMBER OF RESIDENTS OR HOUSEHOLDS SERVED IN
EACH OF THE OTHER MUNICIPALITIES YOU COVER:

Village of Holly	102 Fam	293 Ind.	Rose	19 Fam	51 Ind.
White Lake	49 Fam	163 Ind.	Brandon	12 Fam	28 Ind.
Independence	56 Fam	106 Ind.	Holly	32 Fam	94 Ind.
Groveland	21 Fam	58 Ind.	Highland	11 Fam	46 Ind.
Emergency out of Area		26 Fam	63 Ind.		

IS THERE ANY ADDITIONAL INFORMATION THAT YOU WOULD LIKE THE
TOWNSHIP BOARD TO CONSIDER?:

The amount Neighbor for Neighbor has spent on food, toiletries, adult + children diapers has gone up over 30%. The number of recipients coming in for financial assistance has increased dramatically. These funds are critical to allow us to continue to provide for families in need.

ATTACH:

1. YOUR CURRENT BUDGET
2. FINANCIAL STATEMENT
3. LAST FISCAL YEAR FINANCIAL STATEMENT SHOWING ALL REVENUES AND REVENUE SOURCES, ALL EXPENSES AND EXPENSE CATEGORIES AS WELL AS THE AMOUNT OF FUND BALANCE LEFT AT THE END OF YOUR LAST FISCAL YEAR AND THE CURRENT FUND BALANCE.

SUBMIT BY November 7, 2022 to:

Springfield Township
ATTN: Amanda Steward
12000 Davisburg Road
Davisburg, MI 48350

Or via email to: asteward@springfield-twp.us

2024 OPERATING BUDGET FOR NEIGHBOR FOR NEIGHBOR

GIFT IN KIND DONATIONS	\$ 100,000.00
RECIPIENT EXPENSES	\$ -88,000.00
OPERATING EXPENSES	\$ -12,000.00

We increased our operating budget this year due to the increase in number of recipients and quality of food products and programs we are offering. We are also increasing our financial assistance as the need for emergency assistance has gone up. It is important that we not only provide healthy food options to our recipients but also to keep them in their homes.

Respectfully,

Cheryl Shafer, Treasurer

Cheryl Shafer, Treasurer

PROFIT AND LOSS EXPLANATION FOR 2024

I want to explain the increase in Gift in Kind Donations this year. We were given a check for \$ 200,000.00 in January this year from a woman who wanted to give money to several charities. After we received the funds, we were contacted by an attorney stating that the donations are being contested by family through the court system. These funds were placed into a separate account until we find out whether those funds are ours to keep. We are budgeting our income and expenses based on actual funds we have.

Respectfully,

Cheryl Shafer

Cheryl Shafer, Treasurer

Neighbor for Neighbor, Inc.

Statement of Activity

January 1 - November 6, 2024

	TOTAL
Revenue	
Gift In Kind Donations	320,111.17
Total Revenue	\$320,111.17
GROSS PROFIT	\$320,111.17
Expenditures	
Bank Charges	-8,329.28
Bavarian Village	500.00
Bridgewater Park	1,500.00
Clarkston Lakes MHC	2,420.91
Clintonville MHC	1,000.00
Consumer's Energy	18,065.95
Corrigan Oil	1,300.00
Cranberry Lake Estates	500.00
DTE Energy	5,515.59
Food Pantry Purchases	65,498.34
Grange Oaks	500.00
Groveland Manor	2,300.00
Hamilton Propane	399.80
Hawaiian Gardens	1,268.31
Highland Greens	768.28
Highland Hills	800.00
Holly Ridge Apartments Inc	1,000.00
Hutchinson Investment LLC	500.00
Independence Woods	500.00
Infinity Billing Enterprises	82.44
Insurance	1,125.00
Jodi Fraley	1,000.00
Meadow Lake	2,481.79
Oakhill Estates	2,593.00
Office Expenses	3,748.50
Rent or Lease of Buildings	5,573.00
Sashabaw Meadows	500.00
Spring Grove	2,500.00
Taxes & Licenses	20.00
Triad Financial Services	1,000.00
Utilities	1,009.16
Village of Holly	931.98
White Lake MHC	1,000.00
Total Expenditures	\$119,572.77
NET OPERATING REVENUE	\$200,538.40
NET REVENUE	\$200,538.40

Neighbor for Neighbor, Inc.

Statement of Activity

January - December 2023

	TOTAL
Revenue	
Gift In Kind Donations	123,183.75
Total Revenue	\$123,183.75
GROSS PROFIT	\$123,183.75
Expenditures	
Bank Charges	103.48
Brookside Apartments	300.00
Clarkston Lakes MHC	2,200.00
Clintonville MHC	300.00
Consumer's Energy	10,820.63
Corrigan Oil	800.00
Diamond Forest Properties	500.00
DTE Energy	6,001.83
Food Pantry Purchases	57,008.76
Groveland Manor	1,816.50
Hawaiian Gardens	1,100.00
Highland Greens	1,400.00
Highland Hills	300.00
Holly Hills	300.00
Insurance	1,033.00
JP Lawn Sprinkler	85.00
Meadow Lake	1,000.00
Oakhill Estates	2,775.00
Office Expenses	9,364.06
Office/General Administrative Expenditures	176.62
Parker Propane	300.00
Rent or Lease of Buildings	5,573.00
Sashajaw Meadows	2,370.86
Springrove Park	3,100.00
Uncategorized Expenditure	60.00
Utilities	1,703.87
Village of Holly	2,296.72
White Lake MHC	800.00
Total Expenditures	\$113,589.33
NET OPERATING REVENUE	\$9,594.42
NET REVENUE	\$9,594.42

Dear Springfield Township Board Members,

Unfortunately, I am unable to attend this evening's CDBG hearing in person to present our request for PY2025 CDBG funding, but I wanted to take this opportunity to share the important details of our proposal with you and express our sincere gratitude for your ongoing support.

The proposed project is for continued funding to support access fees at the Senior Community Center. This project has had a significant impact on the lives of Springfield Township residents, providing a place for seniors to engage in meaningful activities and build connections.

We have witnessed firsthand how members are benefitting by participating at the Center. For example, Nelson and Cathy Haynes, longtime members, actively participate in travel programs, tai chi, and various other offerings. Cathy also leads the monthly Spinning, Weaving, and Knitting (SWAK) group at Bay Court Park off Andersonville Rd. Additionally, Bob and Debbie Mancino, who serve as President and Secretary of the Friends 501(c)(3) committee, contribute their time and efforts to support the center's programs. Bob and Debbie also volunteer with the Meals on Wheels program, serving our most vulnerable residents.

Through our community partnership, we continue to serve a growing number of Springfield Township residents. In 2024, our programs reached significant milestones, including:

- 1,500 members
- 131 volunteers contributing over 10,000 volunteer hours
- 900 participants in senior services
- 9,000 Meals on Wheels deliveries
- 1,000+ participants in travel programs
- 1,300+ participants in special events
- 11,000+ athletics/fitness participants
- 900+ enrichment class and presentation participants
- 6,500+ participants in special interest groups

In total, we served approximately 38,000 program participants, all managed with a dedicated team of just three full-time and five part-time staff members.

We are proud to share with you that, as of this evening, we are attending the Michigan Association of Senior Centers (MASC) conference, where our Senior Programmer, Ann Bouchard, and I are accepting the *Programming of Excellence Award*. Out of 54 agencies statewide, we are honored to receive this recognition and want to acknowledge that our partnership with Springfield Township played a key role in making this achievement possible.

We are hopeful that you will consider this request for continued support, as we strive to build upon the success we've had in enriching the lives of seniors through the Center and its programs. Thank you once again for your time and consideration.

Kind regards,

Jennifer Angus, Senior Community Center Supervisor



INDEPENDENCE TOWNSHIP PARKS, RECREATION & SENIORS

Senior Community Center

6000 Clarkston Rd., Clarkston, MI 48348 ■ 248.625.8231 ■ www.indtwp.com

"Experience Everything"





CDBG FUND REQUEST FORM-PY2025

CDBG YEAR: PY2025 DATE SUBMITTED: _____

ORGANIZATION NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

CONTACT NAME: _____ EMAIL: _____

BUSINESS PHONE: _____ ALTERNATIVE PHONE: _____

AMOUNT OF FUND MONEY YOU ARE REQUESTING: _____

PLEASE SPECIFY THE SPECIFIC TYPE OF SERVICES PROVIDED TO RESIDENTS OF
SPRINGFIELD TOWNSHIP AS WELL AS THE SERVICES PROVIDED TO RESIDENTS
OF OTHER COMMUNITIES:

PLEASE PROVIDE THE AMOUNT OF FUNDING PROVIDED BY OTHER
MUNICIPALITIES TO YOUR ORGANIZATION AND THE SOURCE OF THAT FUNDING:
i.e. CDBG, GENERAL FUND, IN KIND SERVICE, ETC.

PLEASE PROVIDE THE LIST OF THE MUNICIPALITIES WHERE YOU REQUESTED
FINANCIAL ASSISTANCE DURING THE PREVIOUS FISCAL YEAR, THE AMOUNT
REQUESTED AND THE RESULTS OF THOSE REQUESTS:

PLEASE SUPPLY THE NUMBER OF RESIDENTS OR HOUSEHOLDS SERVED FROM
SPRINGFIELD TOWNSHIP: _____ RESIDENTS

OR _____ HOUSEHOLDS

PLEASE PROVIDE THE NUMBER OF RESIDENTS OR HOUSEHOLDS SERVED IN
EACH OF THE OTHER MUNICIPALITIES YOU COVER:

IS THERE ANY ADDITIONAL INFORMATION THAT YOU WOULD LIKE THE
TOWNSHIP BOARD TO CONSIDER?:

ATTACH:

1. YOUR CURRENT BUDGET
2. FINANCIAL STATEMENT
3. LAST FISCAL YEAR FINANCIAL STATEMENT SHOWING ALL REVENUES AND REVENUE SOURCES, ALL EXPENSES AND EXPENSE CATEGORIES AS WELL AS THE AMOUNT OF FUND BALANCE LEFT AT THE END OF YOUR LAST FISCAL YEAR AND THE CURRENT FUND BALANCE.

SUBMIT BY November 7, 2024 to:

Springfield Township
ATTN: Amanda Steward
12000 Davisburg Road
Davisburg, MI 48350

Or via email to: asteward@springfield-twp.us

Membership Demographics as of November 1, 2024

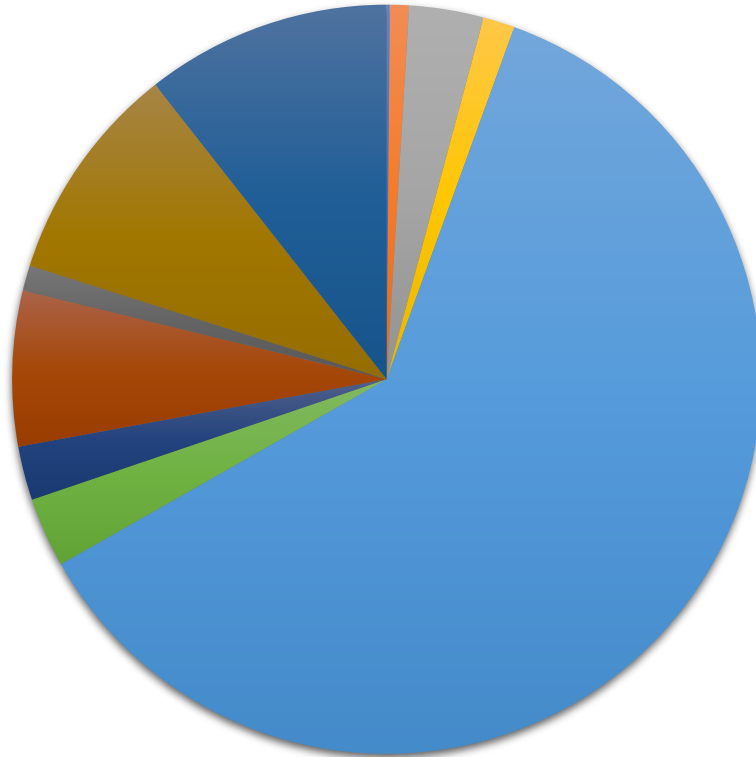
Memberships:	
Members:	1463
Males:	510
Females:	953
Other:	
Resident:	
Non Resident	

0 - 9	50 - 59	52
10 - 19	60 - 69	336
20 - 29	70 - 79	620
30 - 39	80 - 89	362
40 - 49	90 - 99	86
	>99	7

	Members	
Auburn Hills	2	0%
Brandon Township	12	1%
City of the Village of Clarkston	47	3%
Holly Township	20	1%
Independence Township	896	61%
Orion Township/Lake Orion	44	3%
Ortonville	34	2%
Other	98	7%
Oxford	16	1%
Springfield Township/Davisburg	139	10%
Waterford Township/Waterford	155	11%

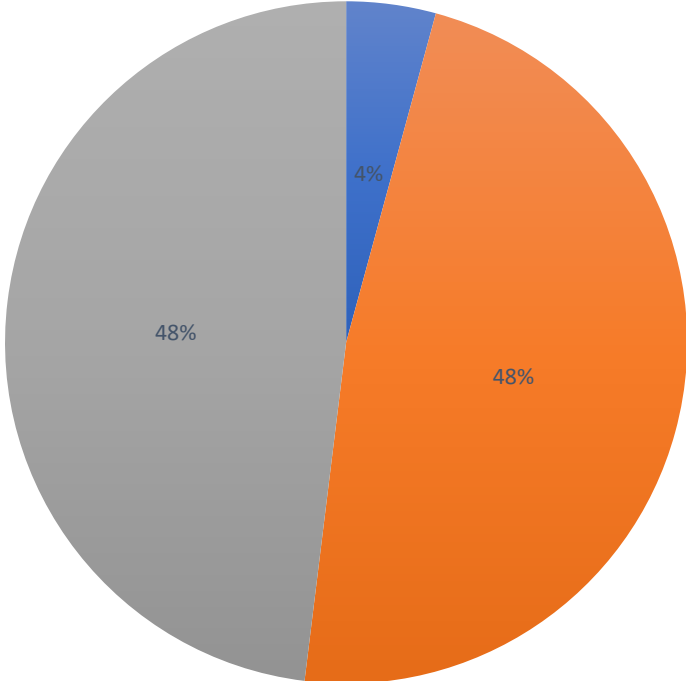
Grand Totals	
	Members
Senior Memberships - 90+	62
Senior Memberships - Couples	698
Senior Memberships - Individual	703

Municipality by Members



- Auburn Hills
- Brandon Township
- City of the Village of Clarkston
- Holly Township
- Independence Township
- Orion Township/Lake Orion
- Oxford
- Ortonville
- Other
- Springfield Township/Davisburg
- Waterford Township/Waterford

Membership Type



■ Senior Memberships - 90+ ■ Senior Memberships - Couples ■ Senior Memberships - Individual

User: JANGUS

PERIOD ENDING 10/31/2024

DB: Independence

% Fiscal Year Completed: 83.33

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2023	2024		YTD BALANCE 10/31/2024	ACTIVITY FOR	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	2024 AMENDED BUDGET		MONTH 10/31/24		
Fund 208 - Parks And Recreation								
Dept 000								
REVENUES								
208-000-502.000-COVID 19	Federal Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00
208-000-502.000-COVID SR	Federal Grants	231,458.38	0.00	0.00	0.00	0.00	0.00	0.00
208-000-522.000	Federal Grants -CDBG	18,638.00	18,638.00	18,638.00	0.00	0.00	18,638.00	0.00
208-000-566.688	Grant - SMART	97,293.37	83,180.00	83,180.00	45,462.46	0.00	37,717.54	54.66
208-000-566.688-COVID 19	Grant - SMART	0.00	0.00	0.00	31,048.30	0.00	(31,048.30)	100.00
208-000-651.668	Fees - Senior Rentals	13,972.50	28,220.00	28,220.00	17,577.50	2,165.00	10,642.50	62.29
208-000-651.670	Fees - Senior Administration	21,364.00	23,000.00	23,000.00	20,058.16	1,983.00	2,941.84	87.21
208-000-651.672	Fees - Senior Athletics	31,804.70	22,000.00	22,000.00	25,491.88	2,759.75	(3,491.88)	115.87
208-000-651.676	Fees - Senior Classes	13,933.17	14,700.00	14,700.00	8,933.28	683.00	5,766.72	60.77
208-000-651.678	Fees - Senior Travel	352,211.42	264,000.00	375,380.00	376,493.82	19,304.30	(1,113.82)	100.30
208-000-651.680	Fees - Senior Fund Raiser	5,706.00	6,000.00	6,000.00	3,250.00	10.00	2,750.00	54.17
208-000-651.681	Fees - Senior Exercise	31,436.50	25,000.00	25,000.00	31,633.11	3,554.20	(6,633.11)	126.53
208-000-651.682	Fees - Senior Nutrition	20,499.75	24,000.00	24,000.00	19,272.65	1,684.00	4,727.35	80.30
208-000-651.685	Fees - Senior Special Activiti	34,632.13	26,200.00	26,200.00	25,239.37	1,971.00	960.63	96.33
208-000-651.695	Fees - Senior Transportation	29,390.73	35,000.00	35,000.00	6,805.22	0.00	28,194.78	19.44
208-000-674.758	Donations/Contrib. - Seniors	266.43	3,000.00	8,000.00	1,704.50	275.00	6,295.50	21.31
208-000-674.759	Donations/Contrib. - Friends	0.00	0.00	0.00	0.00	0.00	0.00	0.00
REVENUES		902,607.08	572,938.00	689,318.00	612,970.25	34,389.25	76,347.75	88.92
Net - Dept 000		902,607.08	572,938.00	689,318.00	612,970.25	34,389.25	76,347.75	
Dept 758 - Seniors								
LABOR COSTS								
208-758-702.653	Wages - FT McCord	50,247.64	0.00	0.00	0.00	0.00	0.00	0.00
208-758-702.670	Wages - FT Senior Admin.	177,910.33	250,072.00	250,072.00	193,539.76	16,443.97	56,532.24	77.39
208-758-702.695	Wages - FT Senior Transport.	32,991.58	49,990.00	49,990.00	39,261.62	3,739.20	10,728.38	78.54
208-758-704.668	Wages - PT Senior Rentals	4,326.01	5,500.00	5,500.00	3,637.99	378.00	1,862.01	66.15
208-758-704.669	Wages - PT Senior Services	21,717.51	24,750.00	24,750.00	17,967.99	2,190.00	6,782.01	72.60
208-758-704.670	Wages - PT Senior Admin.	37,597.09	42,000.00	42,000.00	38,229.32	4,028.50	3,770.68	91.02
208-758-704.672	Wages - PT Senior Athletics	0.00	0.00	0.00	0.00	0.00	0.00	0.00
208-758-704.678	Wages - PT Senior Travel	24,795.51	28,950.00	28,950.00	19,824.49	2,208.50	9,125.51	68.48
208-758-704.681	Wages - PT Senior Exercise	0.00	0.00	0.00	0.00	0.00	0.00	0.00
208-758-704.682	Wages - PT Senior Nutrition	14,100.01	14,400.00	14,400.00	12,591.49	1,400.00	1,808.51	87.44
208-758-704.685	Wages - PT Senior Spec Activit	3,045.00	10,000.00	10,000.00	4,180.06	748.13	5,819.94	41.80
208-758-704.695	Wages - PT Senior Transport.	111,060.77	85,000.00	85,000.00	15,618.58	0.00	69,381.42	18.37
208-758-709.000	Payroll Taxes	37,228.03	39,247.00	39,247.00	27,191.09	2,380.42	12,055.91	69.28
208-758-710.000	Unemployment	272.72	0.00	0.00	0.00	0.00	0.00	0.00
208-758-713.670	Wages - OT Senior Admin.	2,659.36	1,500.00	1,500.00	3,737.05	0.00	(2,237.05)	249.14
208-758-713.695	Wages - OT Senior Transport.	564.55	400.00	400.00	262.92	0.00	137.08	65.73
208-758-716.000	Pension Expense - DC 401a	21,274.91	25,559.00	25,559.00	20,912.58	1,771.36	4,646.42	81.82
208-758-716.001	Other Allowances	311.58	450.00	450.00	346.20	0.00	103.80	76.93
208-758-716.500	Dental Vision Premiums	4,679.77	5,463.00	5,463.00	1,683.15	0.00	3,779.85	30.81
208-758-718.000	Health Insurance Premiums	20,996.10	29,209.00	29,209.00	18,348.05	(35.30)	10,860.95	62.82
208-758-721.000	Workers Compensation	2,682.50	3,475.00	3,475.00	2,908.11	0.00	566.89	83.69
208-758-723.000	Retiree Health Care - OPEB	0.00	0.00	0.00	0.00	0.00	0.00	0.00
208-758-724.000	Life Insurance Premiums	3,719.47	4,901.00	4,901.00	3,828.70	382.87	1,072.30	78.12
208-758-725.000	Benefit - Identity Protection	202.52	360.00	360.00	191.75	17.96	168.25	53.26
LABOR COSTS		572,382.96	621,226.00	621,226.00	424,260.90	35,653.61	196,965.10	68.29

User: JANGUS

PERIOD ENDING 10/31/2024

DB: Independence

% Fiscal Year Completed: 83.33

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2023	2024		YTD BALANCE 10/31/2024	ACTIVITY FOR	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	2024 AMENDED BUDGET		MONTH 10/31/24		
Fund 208 - Parks And Recreation								
OPERATING COSTS								
208-758-730.670	Postage - Senior Admin.	4,083.27	3,200.00	4,200.00	3,682.33	0.00	517.67	87.67
208-758-751.670	Off. Supplies - Senior Admin	1,869.47	4,500.00	4,500.00	1,778.59	0.00	2,721.41	39.52
208-758-752.668	Op. Supplies - Senior Rentals	113.64	1,500.00	1,500.00	901.13	510.00	598.87	60.08
208-758-752.669	Op. Supplies - Senior Services	213.58	250.00	250.00	(378.09)	0.00	628.09	(151.24)
208-758-752.670	Op. Supplies - Senior Admin	4,732.41	5,000.00	4,000.00	2,283.36	0.00	1,716.64	57.08
208-758-752.672	Op. Supplies - Senior Athletic	7,611.75	7,500.00	11,000.00	6,961.51	0.00	4,038.49	63.29
208-758-752.678	Op. Supplies - Senior Travel	500.00	500.00	500.00	364.34	0.00	135.66	72.87
208-758-752.684	Op. Supplies - Senior Misc	0.00	0.00	0.00	0.00	0.00	0.00	0.00
208-758-752.685	Op. Supplies - Sr Spec Activit	13,005.10	15,000.00	15,000.00	11,149.32	652.43	3,850.68	74.33
208-758-752.695	Op. Supplies - Senior Transpor	1,025.23	1,010.00	1,010.00	150.00	0.00	860.00	14.85
208-758-759.000	Gas & Oil	25,882.94	30,000.00	16,500.00	4,834.28	0.00	11,665.72	29.30
208-758-791.670	Subscriptions & Books - Sr. Ac	0.00	125.00	125.00	0.00	0.00	125.00	0.00
208-758-801.000	Contractual Services	3,134.91	6,042.00	6,042.00	2,688.53	0.00	3,353.47	44.50
208-758-801.670	Cont. Serv. - Senior Admin.	4,667.27	7,565.00	12,565.00	10,704.65	1,507.69	1,860.35	85.19
208-758-801.676	Cont. Serv. - Senior Classes	7,261.54	6,000.00	4,000.00	2,324.15	235.00	1,675.85	58.10
208-758-801.681	Cont. Serv. - Senior Exercise	21,302.60	16,000.00	21,000.00	17,791.56	2,137.77	3,208.44	84.72
208-758-801.682	Cont. Serv. - Senior Nutrition	28,016.93	33,600.00	33,600.00	19,497.50	2,452.99	14,102.50	58.03
208-758-801.685	Cont. Serv. - Sr Spec Act	2,075.54	1,500.00	1,500.00	1,370.58	0.00	129.42	91.37
208-758-830.000	Computer Services	2,564.64	3,130.00	3,130.00	1,021.87	264.71	2,108.13	32.65
208-758-850.000	Telephone	2,396.24	2,580.00	2,580.00	2,675.32	137.76	(95.32)	103.69
208-758-850.670	Telephone - Senior Admin.	4,405.68	6,000.00	6,000.00	1,397.56	0.00	4,602.44	23.29
208-758-855.000	Insurance & Bonds	10,382.80	16,510.00	16,510.00	10,030.98	(3,149.19)	6,479.02	60.76
208-758-861.669	Mileage Reimb. - Sr. Services	392.35	500.00	500.00	272.89	0.00	227.11	54.58
208-758-900.670	Print. & Pub. - Senior Admin	13,682.32	12,000.00	12,000.00	6,289.99	0.00	5,710.01	52.42
208-758-913.678	Travel - Senior Day Trips	303,818.34	237,000.00	337,090.00	270,855.40	43,142.88	66,234.60	80.35
208-758-920.670	Electric - Senior Center	1,177.21	1,500.00	1,500.00	1,115.22	119.06	384.78	74.35
208-758-921.670	Heat - Senior Center	4,253.77	4,200.00	4,200.00	2,918.47	111.28	1,281.53	69.49
208-758-922.670	Water - Senior Center	297.80	800.00	800.00	265.87	0.00	534.13	33.23
208-758-923.670	Sewer - Senior Center	1,123.02	1,125.00	1,125.00	605.93	0.00	519.07	53.86
208-758-930.670	Bldg. & Grounds Maint - Senior	4,484.24	8,000.00	24,000.00	11,930.21	538.38	12,069.79	49.71
208-758-931.670	Equipment Maint - Senior Admin	395.71	1,500.00	1,500.00	1,473.94	0.00	26.06	98.26
208-758-932.670	Vehicle R & M - Seniors	26,454.96	21,000.00	12,000.00	9,333.05	0.00	2,666.95	77.78
208-758-957.670	Pro. Development - Senior Admi	4,481.55	3,200.00	3,200.00	1,214.00	0.00	1,986.00	37.94
208-758-958.670	Membership & Dues - Sr. Admin	186.00	300.00	300.00	0.00	0.00	300.00	0.00
208-758-964.678	Refunds - Senior Travel	2,283.00	4,500.00	4,500.00	4,311.00	0.00	189.00	95.80
208-758-964.685	Refunds - Senior Spec Activiti	1,385.00	2,000.00	2,000.00	2,753.00	200.00	(753.00)	137.65
208-758-977.001	Small Equipment < \$5,000	617.20	10,640.00	15,590.00	12,025.12	12,025.12	3,564.88	77.13
208-758-977.001-COVID 19	Small Equipment < \$5,000	0.00	0.00	0.00	0.00	0.00	0.00	0.00
208-758-977.001-COVID SR	Small Equipment < \$5,000	0.00	0.00	0.00	0.00	0.00	0.00	0.00
208-758-977.684	Small Equipment - Senior Misc.	0.00	1,500.00	1,500.00	1,500.00	0.00	0.00	100.00
OPERATING COSTS		510,278.01	477,277.00	587,317.00	428,093.56	60,885.88	159,223.44	72.89
CAPITAL COSTS								
208-758-977.000	Equipment \$5,000+	0.00	0.00	0.00	0.00	0.00	0.00	0.00
208-758-977.000-COVID 19	Equipment \$5,000+	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL COSTS		0.00	0.00	0.00	0.00	0.00	0.00	0.00
OPERATING TRANSFERS								
208-758-995.670	Alloc. of Sr. Ctr Costs - Sprg	(13,952.00)	(14,000.00)	(14,000.00)	0.00	0.00	(14,000.00)	0.00
OPERATING TRANSFERS		(13,952.00)	(14,000.00)	(14,000.00)	0.00	0.00	(14,000.00)	0.00

REVENUE AND EXPENDITURE REPORT FOR CHARTER TOWNSHIP OF INDEPENDENCE
 PERIOD ENDING 10/31/2024
 % Fiscal Year Completed: 83.33

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2023	2024		YTD BALANCE 10/31/2024	ACTIVITY FOR MONTH 10/31/24	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	2024 AMENDED BUDGET				
Fund 208 - Parks And Recreation								
Net - Dept 758 - Seniors								
		(1,068,708.97)	(1,084,503.00)	(1,194,543.00)	(852,354.46)	(96,539.49)	(342,188.54)	
Fund 208 - Parks And Recreation:								
TOTAL REVENUES		902,607.08	572,938.00	689,318.00	612,970.25	34,389.25	76,347.75	88.92
TOTAL EXPENDITURES		1,068,708.97	1,084,503.00	1,194,543.00	852,354.46	96,539.49	342,188.54	71.35
NET OF REVENUES & EXPENDITURES		(166,101.89)	(511,565.00)	(505,225.00)	(239,384.21)	(62,150.24)	(265,840.79)	47.38

User: JANGUS

PERIOD ENDING 12/31/2023

DB: Independence

% Fiscal Year Completed: 100.00

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2022	2023		YTD BALANCE 12/31/2023	ACTIVITY FOR MONTH 12/31/23	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	2023 AMENDED BUDGET				
Fund 208 - Parks And Recreation								
Dept 000								
REVENUES								
208-000-502.000-COVID 19	Federal Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00
208-000-502.000-COVID SR	Federal Grants	144.36	0.00	0.00	231,458.38	0.00	(231,458.38)	100.00
208-000-522.000	Federal Grants -CDBG	19,191.00	19,548.00	19,548.00	18,638.00	18,638.00	910.00	95.34
208-000-566.688	Grant - SMART	88,793.50	84,185.00	84,185.00	97,293.37	34,879.87	(13,108.37)	115.57
208-000-566.688-COVID 19	Grant - SMART	0.00	0.00	0.00	0.00	0.00	0.00	0.00
208-000-651.668	Fees - Senior Rentals	17,680.00	20,000.00	20,000.00	13,972.50	0.00	6,027.50	69.86
208-000-651.670	Fees - Senior Administration	19,414.00	23,000.00	23,000.00	21,364.00	1,251.00	1,636.00	92.89
208-000-651.672	Fees - Senior Athletics	21,770.55	19,000.00	19,000.00	31,804.70	2,329.00	(12,804.70)	167.39
208-000-651.676	Fees - Senior Classes	13,377.85	14,700.00	14,700.00	13,933.17	478.00	766.83	94.78
208-000-651.678	Fees - Senior Travel	173,681.42	169,000.00	340,000.00	352,211.42	(14,631.50)	(12,211.42)	103.59
208-000-651.680	Fees - Senior Fund Raiser	4,004.00	6,000.00	6,000.00	5,706.00	0.00	294.00	95.10
208-000-651.681	Fees - Senior Exercise	24,667.60	22,800.00	22,800.00	31,436.50	2,409.00	(8,636.50)	137.88
208-000-651.682	Fees - Senior Nutrition	23,247.50	24,000.00	24,000.00	20,499.75	1,318.75	3,500.25	85.42
208-000-651.685	Fees - Senior Special Activiti	20,257.01	22,200.00	22,200.00	34,632.13	1,652.50	(12,432.13)	156.00
208-000-651.695	Fees - Senior Transportation	34,682.83	40,000.00	40,000.00	29,390.73	1,663.00	10,609.27	73.48
208-000-674.758	Donations/Contrib. - Seniors	1,194.75	3,000.00	3,000.00	266.43	3.00	2,733.57	8.88
208-000-674.759	Donations/Contrib. - Friends	0.00	0.00	0.00	0.00	0.00	0.00	0.00
REVENUES		462,106.37	467,433.00	638,433.00	902,607.08	49,990.62	(264,174.08)	141.38
Net - Dept 000		462,106.37	467,433.00	638,433.00	902,607.08	49,990.62	(264,174.08)	
Dept 758 - Seniors								
LABOR COSTS								
208-758-702.653	Wages - FT McCord	87,045.37	80,576.00	81,993.00	50,247.64	0.00	31,745.36	61.28
208-758-702.670	Wages - FT Senior Admin.	134,213.99	151,473.00	153,572.00	177,910.33	30,767.54	(24,338.33)	115.85
208-758-702.695	Wages - FT Senior Transport.	33,767.84	46,900.00	47,724.00	32,991.58	5,522.56	14,732.42	69.13
208-758-704.668	Wages - PT Senior Rentals	4,106.00	5,500.00	5,500.00	4,326.01	456.01	1,173.99	78.65
208-758-704.669	Wages - PT Senior Services	17,843.25	19,000.00	19,000.00	21,717.51	2,626.51	(2,717.51)	114.30
208-758-704.670	Wages - PT Senior Admin.	38,171.64	42,000.00	42,000.00	37,597.09	6,689.22	4,402.91	89.52
208-758-704.672	Wages - PT Senior Athletics	1,160.25	0.00	0.00	0.00	0.00	0.00	0.00
208-758-704.678	Wages - PT Senior Travel	20,555.75	22,400.00	22,400.00	24,795.51	2,513.01	(2,395.51)	110.69
208-758-704.681	Wages - PT Senior Exercise	0.00	0.00	0.00	0.00	0.00	0.00	0.00
208-758-704.682	Wages - PT Senior Nutrition	12,909.00	14,000.00	14,000.00	14,100.01	1,590.01	(100.01)	100.71
208-758-704.685	Wages - PT Senior Spec Activit	4,696.00	9,000.00	9,000.00	3,045.00	255.00	5,955.00	33.83
208-758-704.695	Wages - PT Senior Transport.	91,469.99	78,000.00	78,000.00	111,060.77	13,707.10	(33,060.77)	142.39
208-758-709.000	Payroll Taxes	35,290.97	36,056.00	36,388.00	37,228.03	4,978.66	(840.03)	102.31
208-758-710.000	Unemployment	0.00	0.00	275.00	272.72	0.00	2.28	99.17
208-758-713.670	Wages - OT Senior Admin.	2,029.70	1,500.00	1,500.00	2,659.36	827.54	(1,159.36)	177.29
208-758-713.695	Wages - OT Senior Transport.	0.00	500.00	500.00	564.55	151.67	(64.55)	112.91
208-758-716.000	Pension Expense - DC 401a	22,250.85	25,767.00	26,151.00	21,274.91	1,608.68	4,876.09	81.35
208-758-716.001	Other Allowances	450.00	450.00	450.00	311.58	34.62	138.42	69.24
208-758-716.500	Dental Vision Premiums	3,907.96	5,906.00	5,906.00	4,679.77	1,772.00	1,226.23	79.24
208-758-718.000	Health Insurance Premiums	28,280.96	20,454.00	28,354.00	20,996.10	995.54	7,357.90	74.05
208-758-721.000	Workers Compensation	2,390.24	3,135.00	3,135.00	2,682.50	101.87	452.50	85.57
208-758-723.000	Retiree Health Care - OPEB	159.88	0.00	0.00	0.00	0.00	0.00	0.00
208-758-724.000	Life Insurance Premiums	3,881.00	4,192.00	4,192.00	3,719.47	341.63	472.53	88.73
208-758-725.000	Benefit - Identity Protection	229.47	360.00	360.00	202.52	19.31	157.48	56.26
LABOR COSTS		544,810.11	567,169.00	580,400.00	572,382.96	74,958.48	8,017.04	98.62

User: JANGUS

PERIOD ENDING 12/31/2023

DB: Independence

% Fiscal Year Completed: 100.00

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2022	2023		YTD BALANCE 12/31/2023	ACTIVITY FOR	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	2023 AMENDED BUDGET		MONTH 12/31/23		
Fund 208 - Parks And Recreation								
OPERATING COSTS								
208-758-730.670	Postage - Senior Admin.	2,696.67	2,700.00	2,700.00	4,083.27	1,739.94	(1,383.27)	151.23
208-758-751.670	Off. Supplies - Senior Admin	5,232.51	4,500.00	2,650.00	1,869.47	266.76	780.53	70.55
208-758-752.668	Op. Supplies - Senior Rentals	803.73	1,500.00	645.00	113.64	22.68	531.36	17.62
208-758-752.669	Op. Supplies - Senior Services	(89.34)	250.00	250.00	213.58	133.06	36.42	85.43
208-758-752.670	Op. Supplies - Senior Admin	4,948.93	6,000.00	5,100.00	4,732.41	575.14	367.59	92.79
208-758-752.672	Op. Supplies - Senior Athletic	6,125.00	6,125.00	7,650.00	7,611.75	1,449.00	38.25	99.50
208-758-752.678	Op. Supplies - Senior Travel	200.00	500.00	500.00	500.00	0.00	0.00	100.00
208-758-752.684	Op. Supplies - Senior Misc	(47.02)	0.00	0.00	0.00	0.00	0.00	0.00
208-758-752.685	Op. Supplies - Sr Spec Activit	18,343.09	15,000.00	13,255.00	13,005.10	1,307.08	249.90	98.11
208-758-752.695	Op. Supplies - Senior Transpor	905.80	1,010.00	1,010.00	1,025.23	50.00	(15.23)	101.51
208-758-759.000	Gas & Oil	29,521.74	30,000.00	24,750.00	25,882.94	1,566.82	(1,132.94)	104.58
208-758-791.670	Subscriptions & Books - Sr. Ac	111.10	125.00	0.00	0.00	0.00	0.00	0.00
208-758-801.000	Contractual Services	4,032.86	7,042.00	4,442.00	3,134.91	3.50	1,307.09	70.57
208-758-801.670	Cont. Serv. - Senior Admin.	5,164.73	7,565.00	5,065.00	4,667.27	216.75	397.73	92.15
208-758-801.676	Cont. Serv. - Senior Classes	5,400.00	5,400.00	7,400.00	7,261.54	1,004.70	138.46	98.13
208-758-801.681	Cont. Serv. - Senior Exercise	14,896.20	14,000.00	21,310.00	21,302.60	3,600.60	7.40	99.97
208-758-801.682	Cont. Serv. - Senior Nutrition	28,287.57	33,600.00	33,600.00	28,016.93	4,929.00	5,583.07	83.38
208-758-801.685	Cont. Serv. - Sr Spec Act	1,432.78	1,400.00	2,295.00	2,075.54	236.16	219.46	90.44
208-758-830.000	Computer Services	2,630.40	2,685.00	2,685.00	2,564.64	0.00	120.36	95.52
208-758-850.000	Telephone	2,288.41	2,580.00	2,580.00	2,396.24	319.23	183.76	92.88
208-758-850.670	Telephone - Senior Admin.	7,451.70	7,000.00	5,500.00	4,405.68	179.00	1,094.32	80.10
208-758-855.000	Insurance & Bonds	11,156.94	16,150.00	13,150.00	10,382.80	0.00	2,767.20	78.96
208-758-861.669	Mileage Reimb. - Sr. Services	262.13	800.00	800.00	392.35	0.00	407.65	49.04
208-758-900.670	Print. & Pub. - Senior Admin	11,300.00	10,750.00	13,700.00	13,682.32	1,000.00	17.68	99.87
208-758-913.678	Travel - Senior Day Trips	148,839.24	149,000.00	303,825.00	303,818.34	24,969.80	6.66	100.00
208-758-920.670	Electric - Senior Center	1,244.29	1,500.00	1,500.00	1,177.21	1,177.92	322.79	78.48
208-758-921.670	Heat - Senior Center	4,708.40	4,000.00	4,000.00	4,253.77	928.65	(253.77)	106.34
208-758-922.670	Water - Senior Center	507.22	1,000.00	1,000.00	297.80	54.20	702.20	29.78
208-758-923.670	Sewer - Senior Center	1,091.88	1,125.00	1,125.00	1,123.02	288.54	1.98	99.82
208-758-930.670	Bldg. & Grounds Maint - Senior	6,406.41	8,000.00	5,500.00	4,484.24	410.73	1,015.76	81.53
208-758-931.670	Equipment Maint - Senior Admin	1,500.74	1,500.00	700.00	395.71	0.00	304.29	56.53
208-758-932.670	Vehicle R & M - Seniors	13,660.81	10,000.00	28,160.00	26,454.96	3,355.51	1,705.04	93.95
208-758-957.670	Pro. Development - Senior Admi	871.37	3,200.00	4,955.00	4,481.55	587.01	473.45	90.45
208-758-958.670	Membership & Dues - Sr. Admin	75.00	500.00	500.00	186.00	116.00	314.00	37.20
208-758-964.678	Refunds - Senior Travel	4,706.00	4,500.00	2,475.00	2,283.00	0.00	192.00	92.24
208-758-964.685	Refunds - Senior Spec Activiti	580.00	2,000.00	2,000.00	1,385.00	460.00	615.00	69.25
208-758-977.001	Small Equipment < \$5,000	2,695.00	4,950.00	940.00	617.20	0.00	322.80	65.66
208-758-977.001-COVID 19	Small Equipment < \$5,000	0.00	0.00	0.00	0.00	0.00	0.00	0.00
208-758-977.001-COVID SR	Small Equipment < \$5,000	0.00	0.00	0.00	0.00	0.00	0.00	0.00
208-758-977.684	Small Equipment - Senior Misc.	0.00	1,100.00	100.00	0.00	0.00	100.00	0.00
OPERATING COSTS		349,942.29	369,057.00	527,817.00	510,278.01	49,947.78	17,538.99	96.68
CAPITAL COSTS								
208-758-977.000	Equipment \$5,000+	0.00	0.00	0.00	0.00	0.00	0.00	0.00
208-758-977.000-COVID 19	Equipment \$5,000+	2,079.46	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL COSTS		2,079.46	0.00	0.00	0.00	0.00	0.00	0.00
OPERATING TRANSFERS								
208-758-995.670	Alloc. of Sr. Ctr Costs - Sprg	(14,932.00)	(14,000.00)	(14,000.00)	(13,952.00)	(13,952.00)	(48.00)	99.66
OPERATING TRANSFERS		(14,932.00)	(14,000.00)	(14,000.00)	(13,952.00)	(13,952.00)	(48.00)	99.66

REVENUE AND EXPENDITURE REPORT FOR CHARTER TOWNSHIP OF INDEPENDENCE
 PERIOD ENDING 12/31/2023
 % Fiscal Year Completed: 100.00

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2022	2023		YTD BALANCE 12/31/2023	ACTIVITY FOR MONTH 12/31/23	AVAILABLE BALANCE	% BDGT USED
			ORIGINAL BUDGET	2023 AMENDED BUDGET				
Fund 208 - Parks And Recreation								
Net - Dept 758 - Seniors		(881,899.86)	(922,226.00)	(1,094,217.00)	(1,068,708.97)	(110,954.26)	(25,508.03)	
Fund 208 - Parks And Recreation:								
TOTAL REVENUES		462,106.37	467,433.00	638,433.00	902,607.08	49,990.62	(264,174.08)	141.38
TOTAL EXPENDITURES		881,899.86	922,226.00	1,094,217.00	1,068,708.97	110,954.26	25,508.03	97.67
NET OF REVENUES & EXPENDITURES		(419,793.49)	(454,793.00)	(455,784.00)	(166,101.89)	(60,963.64)	(289,682.11)	36.44



MEMO

TO: Township Board
FROM: Laura Moreau, Supervisor
DATE: November 6, 2024
SUBJECT: Holly Area Schools—Support for School Resource Officer Program

Agenda Type	Discussion
Action Required	Consider setting contribution to Holly Area Schools Safety and SRO program for 2024-2025 school year
Background	<p>At the July 11 Board Meeting, Mr. Roper, Superintendent and Mr. Lindsay, Director of Safety and Security presented a summary of the safety investments and School Resource Officer program for Holly Area Schools.</p> <p>The gentlemen indicated at the conclusion of the presentation that support from Springfield Township would be used to sustain their program and continue to grow their SRO team. Mr. Roper also expressed his intent to reach out to other municipalities within the HAS district for support.</p> <p>Without a Sheriff’s Office Contract covering the school district, the Township Board had discussed the need for a specific proposal from Holly Area Schools and possibly an agreement or MOU with the district. I followed up with Mr. Roper on August 13 and again on October 10 to discuss a proposal and budget for consideration at a future board meeting and/or budget workshop. The attached letter was received on October 16 and is presented for possible action at the November 12 Board Meeting.</p>
Support Materials Attached	<ul style="list-style-type: none"> • Letter and budget summary dated October 16 from Mr. Scott Roper, Superintendent • School Resource Officer Program Summary & Proposals prepared by Supervisor Moreau and previously reviewed by the Township Board



Holly Area Schools

Excellence in Action!

October 16, 2024

Springfield Charter Township Board
12000 Davisburg Road
Davisburg, MI 48350

Dear Springfield Board,

Thank you for your interest in providing a contribution to the Holly Area Schools Safety and Security program.

At the July 11th Township Board Meeting, Mr. Lindsay (Director of Safety and Security) and I provided you with a historical perspective of the safe and secure investments at Holly Area Schools since 2019. This evolved into our current program.

Holly Area Schools continues experiencing growth in student population over the past few years with over 3,150 students. Our district maintains six school buildings for students.

In the past six years, we have made significant investments in safety and security including the addition of safe & secure entrances at each school building, new security cameras, nightlock and thumb turn door locks, digital mapping for law enforcement and first responders, a Navigate app system and new radios for improved communication.

With all of these improvements, one of the most important investments has been the addition of School Resource Police Officers (SROs) and Armed Security Guards. They are a critical presence in our schools, around our campuses, and in the communities we serve. They not only maintain positive relationships with students to promote good decision making, they also assist administrators in investigating serious concerns. All of them are trained in threat assessment and participate in the process.

Holly Area Schools would like to maintain our team of 3 SROs and 2 Armed Security Guards. We also have aspirations to add a 4th SRO.

Holly Area Schools is proposing a partnership with Springfield Township to support the district's Safety Security Program. An annual contribution of \$30,000 from Springfield Township will support the district's growing safety and security program costs. The district will apply this amount directly towards the expense of the SRO (School Resource Police Officer) Program. With an approved commitment from Springfield Township, Holly Area Schools would seek similar funding support from the other Townships in the Holly Area School district.

Administration Office

6161 East Holly Road
Holly, Michigan 48442
Phone: 248-328-3100
Fax: 248-328-3145
www.hask12.org

Scott M. Roper, Superintendent
Steve Lenar, Asst. Superintendent Administrative Services
Michelle Szczechowicz, Executive Director of Educational Services
Patricia Murphy-Alderman, Director of Human Resources
Jennifer Lauria, Director of Special Education

I have attached a form with safety and security budget information for your review.

Thank you for your consideration of this proposal and willingness to support the safety and security of our youth. Please feel free to contact me with any questions.

Sincerely,

Scott M. Roper
Superintendent of Schools
Holly Area School District

**Holly Area Schools Annual Safety and Security Budget
 Provided to Springfield Township
 October 16, 2024**

HAS annually budgets for the following expenses from the General Fund Budget:

HAS Safety and Security Budget Items	
3 School Resource Police Officers	\$240,000
2 Armed Security Guard	\$94,000
Student Safety Crossing Guards	\$30,000
1 Director of Safety and Security	\$190,000
Navigate 360 App (Communication Tool)	\$7,500
Alice Training Modules	\$5,000
Security Office and Department Supplies and Materials	\$15,000

- *The above list does not reflect ongoing costs/investments in digital mapping, two-way radio upgrades, enhanced door lock systems, upgraded cameras, etc.*

The cost to maintain current safety and security standards continues to increase annually. At the same time, overall available grant dollars have reduced. Holly Area Schools would apply a \$30,000 contribution from Springfield Township to the rising costs of safety and security support to Holly Area Schools. The specific dollars would be earmarked for the cost of School Resource Police Officers.

School Resource Officer Program Summary & Proposals

	CLARKSTON COMMUNITY SCHOOLS	HOLLY AREA SCHOOLS
Student Counts	6,434 Students in District 1,204 Students from Springfield 18.7% of CCS from Springfield 64% of Springfield students in CCS	3,100 Students in District 689 Students from Springfield 22% of HAS from Springfield 36% of Springfield students in HAS
Police Fund Tax Revenue	\$1,577,865.67 67% of total revenue	\$775,943.87 33% of total revenue
School Buildings in Springfield	Springfield Plains Elementary Andersonville Elementary	Davisburg Elementary
Distance to Springfield Substation	SPE – 5.01 miles AE – 3.71 miles	DE – .38 mile
Current Security Program	<ul style="list-style-type: none"> • 3 School Resource Officers from Oakland County Sheriff's Office • SROs assigned to High School, Junior High, Middle School 	<ul style="list-style-type: none"> • 1 Director of Safety & Security • 3 School Resource Officers from Holly Police Department • SROs assigned to High School, Middle School, 4 Elementaries • Plus armed security guard at High School and Middle School
Proposed SRO Change	Add 1 SRO assigned to 7 Elementaries, home base at Springfield Sub, office at either Springfield Plains or Andersonville	Strong interest in financial support. Possible interest in adding SRO from Oakland County Sheriff's Office.
Current SLO Funding Sources	Cost split 50% with Independence Twp during school year.	HAS General Fund and grants. No contribution from local jurisdictions.
Proposed Springfield Participation	Add Patrol Investigator to Springfield OCSO contract to add SRO during school year and Springfield patrol in summer.	Short term – contribute to SRO program. Long term—explore further support and coordination with OCSO.
<u>Proposed</u> Expense to Police Fund	2024: \$29,451 (1/2 school yr) 2025: \$115,000 (full yr)	2024: \$15,000 (1/2 school yr) 2025: \$30,000? (9 mos school yr)

New Patrol Investigator / School Resource Office - Clarkston Community Schools at 2025 Contract Rates – Projected at 17.17% increase	
	Expense
Annual/Monthly Contract Expense	\$184,038.00 / \$15,336.50
50% of 9 mos school year	69,014.25
100% 3 mos summer	46,009.50
Total Springfield Expense	\$115,023.75

Memo

SPRINGFIELD
CHARTER TOWNSHIP

CLERK'S OFFICE
248-846-6510



TO: Township Board
FROM: Amanda Steward, Clerk's Assistant
DATE: November 7, 2024
RE: **CDBG Public Hearings: PY2025 CDBG Funding**

We have been notified that for PY2025, the Public Service cap has been reduced to 15% and is limited to one Public Service Project only. The County has said to base the total expected on the PY2024 amount which was \$19,397.00. The Notice of Public Hearing was published on October 24th, 2024, in the Oakland Press. If we base the public service amount on the expected total, the total available for Emergency Services will be approximately \$3,500.00 with the remainder available for other accounts being \$15,897.00. The minimum allocation per project is \$3,500.00 and the cap on the total number of projects remains at 4. The map of the Township showing the Low-Mod area is attached and remains as it was last year.

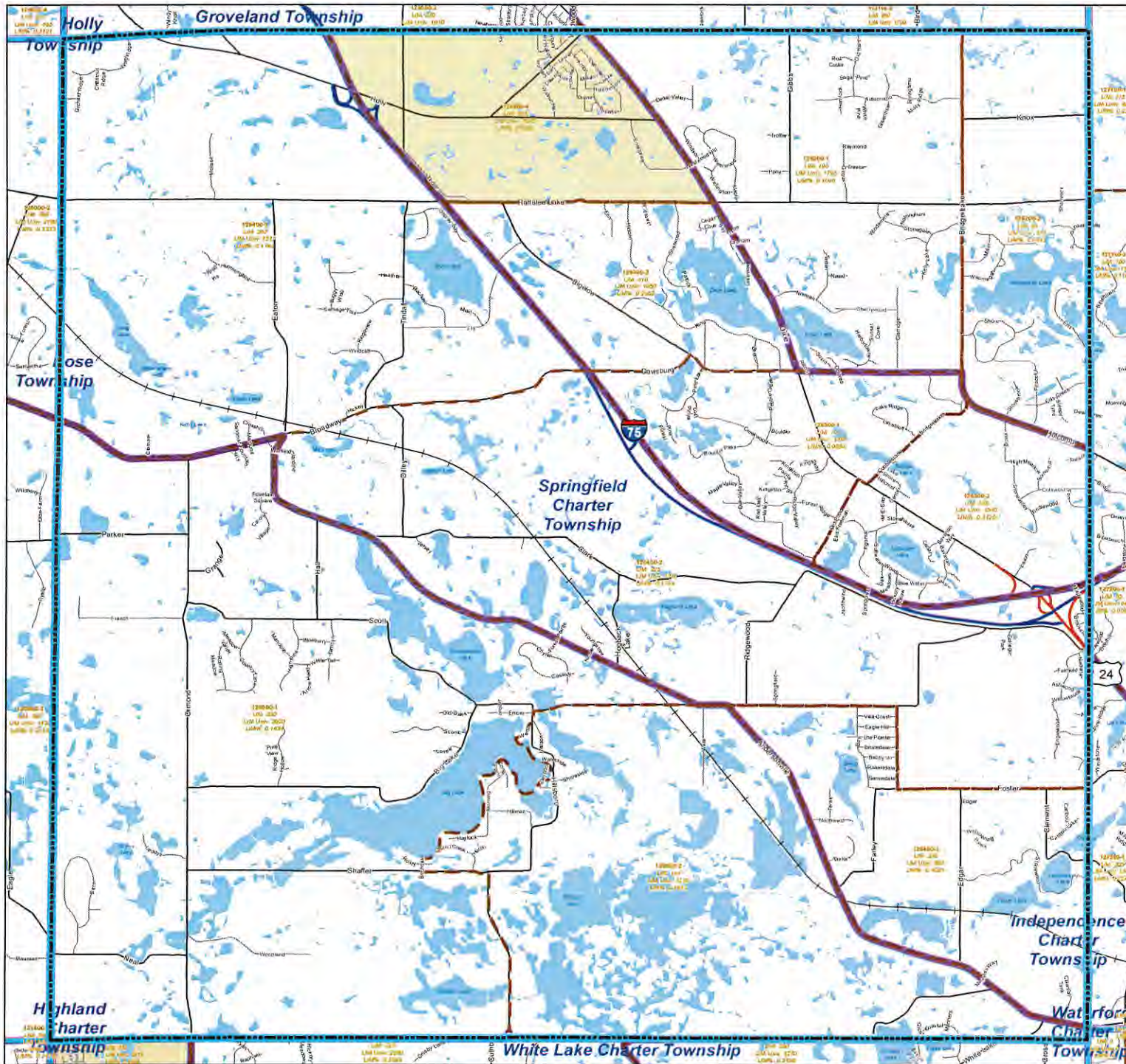
It is important to point out that the funds for PY2024 have not been released yet and I learned during the annual CDBG meeting that they have no definitive date when those funds will be released. The following are the submitted and approved application amounts for 2024:

Senior Center	\$15,897.00
Emergency Services	<u>\$3,500.00</u>
Total	\$19,397.00

We are required to submit for reimbursements (draws) every 9 months per activity from the Letter to Spend Date. This is so that the County does not have unobligated funds on their books for an extended period. Also, there is now no recapture/reallocation policy. We will have two years to spend the funds. After two years, all unobligated funds will be reprogrammed back to Oakland County. I have attached the current Area-wide Benefit map, copy of a proposed resolution, a copy of the notice and Information received from applicants. The application is due on Friday, December 6, 2024.

The Subrecipient Agreement was NOT AVAILABLE from Oakland County and will not be available until 2025. The Board can authorize the Supervisor to sign the Subrecipient Agreement when it becomes available.

Recommendation: Allocate the 2025 Community Development Block Grant funds in an approximate amount of \$19,397.00 for the following projects: Independence Township Senior Community Center and Neighbor for Neighbor. Authorize the Supervisor to sign the Subrecipient Agreement when it becomes available from Oakland County.



Area-Wide Benefit Map
Springfield Charter Township

- County Border
- Community Boundary (Highlighted)
- Community Boundary (Adjacent)
- Census Tract 2010
- Eligible Area-Wide Benefit Block Groups
- Non-Eligible Block Groups
- Interstate
- US
- State
- Major
- Minor
- Railroad
- Waterbodies

1 in = 0.8 miles

RESOLUTION

2024-17

RESOLUTION OF THE SPRINGFIELD TOWNSHIP BOARD ADOPTED ON NOVEMBER 14, 2024

WHEREAS, Oakland County is preparing an Annual Action Plan to meet application requirements for the Community Development Block Grant (CDBG) program, and other Community Planning and Development (CPD) programs, and

WHEREAS, Oakland County has requested CDBG-eligible projects from participating communities for inclusion in the Action Plan, and

WHEREAS, Springfield Township has duly advertised and conducted a public hearing as follows:

Supervisor Laura Moreau opened the Public Hearing at _____ p.m.

[INSERT COMMENTS HERE]

Supervisor Laura Moreau closed the Public Hearing at _____ p.m.,

on November 14, 2024 for the purpose of receiving public comments regarding the proposed use of PY2024 Community Development Block Grant funds (CDBG) in the approximate amount of \$19,397.00 and

WHEREAS, Springfield Township found that the following projects meet the federal objectives of the CDBG program and are prioritized by the community as high priority need.

Project Name	Amount
Emergency Services	\$3,500.00
Senior Center	\$15,897.00

THEREFORE, BE IT RESOLVED, that the Springfield Township CDBG application is hereby authorized to be submitted to Oakland County for inclusion in Oakland County's Annual Action Plan to the U.S. Department of Housing and Urban development, and that the Supervisor is hereby authorized to execute all documents, agreements, or contracts which result from this application to Oakland County.

Motion by: _____ Supported by: _____

Ayes:

Nays:

Absent:

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 held on November 14, 2024, the original of which is on file in my office.

CHARTER TOWNSHIP OF SPRINGFIELD

SEAN R. MILLER, MiPMC
Township Clerk



MEMO

TO: Township Board
FROM: Laura Moreau, Supervisor
DATE: November 6, 2024
SUBJECT: Maintenance of Animals Ordinance Amendments – First Reading

Agenda Type	First Reading
Action Required	Consider setting proposed amendments for Second Reading
Background	See attached memo from Giffels Webster to the Planning Commission dated October 10, 2024
Support Materials Attached	<ul style="list-style-type: none">• Memo – Giffels Webster• Attorney comments• Notice of Public Hearing• Complete strike-through text of amendments• Draft minutes of the October 22 Planning Commission meeting

memorandum

DATE: October 10, 2024
TO: Springfield Township Planning Commission
FROM: Stephanie Osborn, AICP and Julia Upfal, AICP, Giffels Webster
SUBJECT: Regulatory standards for Keeping and Raising Animals

Introduction

What prompted this amendment?

- The Township staff and the Planning Commission identified the need to create standards for keeping of animals that are not already specified and clarify existing standards related to Keeping of Animals to provide clear direction for the Township residents.
- Regulatory standards are essential in providing guidance and legal justification for approving bodies. Standards ensure compliant site development that maintains compatibility with surrounding uses.

Township Action on this Issue

- **March 26, 2024 - Planning Commission introduction.** A summary of existing standards and potential considerations was presented to the Planning Commission for discussion and further guidance. Public comment demonstrated an interest in loosening some of the current standards to promote and facilitate participation in 4H in the area. The Planning Commission is seeking to balance interest in raising animals with protecting adjacent properties from nuisances. During the meeting, confinement of animals and providing an adequate setback from adjacent properties seemed to be priorities for the Commission, with fewer concerns on how (ex. type of fencing or enclosure). It was agreed that commercial uses should be removed from this section, as those are not included in keeping of animals and instead fall under the Right to Farm Act. Commissioners also reviewed the definitions of animal and specifically the various categories ("types"). It was determined that Type I did not need further regulation and enforcement but Type II animals could be split into two categories by size with smaller animals (i.e. goats, sheep) forming one category and larger animals (i.e. horses, cows) forming the other. The Planning Commission was interested in learning more about best practices for land minimums for each type of animal and how to take into account other structures and things on the site that reduce the area available for raising animals. Welfare of animals was concerned as well, with discussion around the need for many animals to be paired and that the first acreage requirement should reflect a pair of animals.
- **May 28, 2024 – Continued focused discussion.** The information prepared for this meeting addresses the following questions/topics that Planning Commissioners wanted more information on, specifically:
 1. Information about applicability of the Right-to-Farm Act vs. local ordinances for keeping of animals
 2. Options for splitting Type II animals into two categories by size
 3. Best practices for land minimums for animal types and how to calculate area available for raising animals

4. Diagrams showing possible required setbacks on a typical lot
5. Confirming the height restrictions of fences in residential districts to allow for a 6' tall fence

Additionally, since the last time Keeping of Animals was discussed by the Planning Commission, several other needs with this section were brought to our attention. One is the need for different regulations for 4H and other similar programs that raise animals and make animal products for sale. Another concern centers around how to classify other animals, such as insects, reptiles, amphibians, etc. and how to define "livestock".

- **June 25, 2024 – Review of draft language.** The information prepared for this meeting looked to address the questions that the Planning Commission had remaining following discussion at the May meeting, namely, determining an appropriate poultry density and considering whether or not larger poultry species should be differentiated from smaller poultry species for the purposes of determining density. The following edits were made to the proposed text from May:
 1. Provide a chart in the beginning of the section that provides the definition, districts the animals are permitted in and how many, required setbacks, and if the use is by-right or a special land use.
 2. Updated the definition of "small livestock" to include animals weighing 200 pounds or less (previously 250 pounds) and specified potbelly and domesticated pigs, ostriches, pheasants, and peacocks.
 3. Updated the definition of "large livestock" to include animals weighing over 200 pounds and specified market pigs in this category.
 4. Updated the definition of poultry to note that the list included, but was not limited to, the animals specified, and limited animals categorized as poultry to those typically weighing less than 30 pounds at maturity.
 5. Removed the definition and reference to useable area throughout.
 6. Allowed for some non-commercial animal keeping on lots zoned RM and RM-1 that have single-family residential as their primary use and updated the intent of these districts to reflect this.
 7. Updated minimum lot area requirements and lot area requirements for additional animals beyond what is allowed by the minimum lot area, including a suggestion for poultry and rabbits. See blue notes in this section for how the proposed language compares to the existing.
 8. Added a standard about setback requirements for waste containment areas for non-commercial keeping of animals to be the same as the required setbacks for housing structures.
 9. Clarified that animals used for aquaculture and the keeping of non-mammalian and non-bird species for commercial purposes requires all animals to be kept in an enclosed building at all times.
 10. Reduced a setback of 100' instead of 200' for runs in kennels as few C-2 lots can meet the current standards.
 11. Updated fencing requirements for the front yard to permit up to a 4' tall fence (instead of a 3' limit) provided it is at least 50% opaque, not chain link, and does not impede visibility.
- **July 23, 2024 – Review of draft language.** The draft prepared for this meeting incorporates the suggested edits from the June meeting and are described below:
 1. Updated the terms "commercial" and "non-commercial" animal keeping to "Right to Farm Qualified Animal Keeping " and "Residential Animal Keeping", respectively, clarified the connection to GAAMPs, and simplified the language.
 2. Reinstated the definition "agriculture", with proposed changes and the definition of "farm".

3. Provided more descriptive language for "farm operation" and "farm product".
 4. Added emus to the list of small livestock, added peacocks to the category with roosters, and proposed two categories (small and large) for poultry each with their own setback standards.
 5. Added honeybees and invertebrates and other animals kept in an enclosed structure as animal categories under residential animal keeping.
 6. Added commercial dog kennels as an allowed commercial use in the Dixie Highway Overlay and added aquaculture and keeping of non-mammalian and non-bird species as SLUs in the C-2, M-1, and M-2 districts.
 7. Updated the required setbacks and permitted animal densities as discussed at the June meeting.
- **August 27, 2024 – Review of draft language.** This meeting focused on confirming the categories of animals and their related densities, setbacks, and dwellings. Specifically, the minimum lot area for rabbits was updated to allow 6 rabbits for the first 0.25 acres and an additional 2 rabbits for each 0.25 acres in excess of 0.25 acres, remove the minimum lot area for 6 rabbits and add a maximum number of rabbits (30). Setbacks for structures housing poultry and roosters and peacocks were also updated to be 50 feet from any existing dwelling on adjacent property.
 - **September 24, 2027 – Review of draft language.** After some discussion, chickens were added to the list of small poultry and removed from large poultry. A public hearing for the amendment was set for the regularly scheduled October Planning Commission meeting.
 - **Updates from attorney-** Additional recommendations provided by the Township Attorney to ensure proper regulation of wild animals. See attached email from the Township Attorney.

Overview of Proposed Language

Throughout discussions with the Planning Commission, we have modified this section of the ordinance to achieve the following outcomes:

- Incorporating the criteria for determining if a use falls under the RTFA into the definition of "Right to Farm qualified animal keeping". All other similar activities are categorized as "residential animal keeping" and subject to local regulations.
- Providing an intent statement and describing the circumstances for when the standards are applicable.
- Creating more categories of animals for further differentiation of standards and where they are permitted.
- Providing standards for residential animal keeping uses, previously discussed as "keeping of animals" (section (c)).
- Providing standards for commercial animal keeping uses, including commercial livestock operations, equestrian facilities, wildlife preserves, aquaculture, and commercial dog kennels (section (d)).

Proposed Language

See the proposed redlined and clean versions attached to this memo.

Next Steps

If the Planning Commission is comfortable with the draft language you may wish to recommend the amendment for adoption to the Township Board.

Joan Rusch

From: Greg Need <GNeed@anafirm.com>
Sent: Thursday, October 10, 2024 9:45 AM
To: Joan Rusch
Cc: Laura Moreau; Michelle Simmons
Subject: [EXTERNAL] RE: Maintenance of Animals Amendment Public Hearing

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, Joan and Laura:

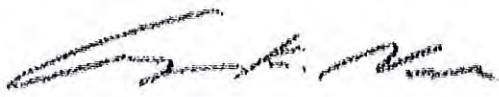
As requested, I reviewed the proposed amendments to the Township's Zoning Ordinance dealing with maintenance of animals. I had previously made suggestions for the definitions and those have been incorporated within the document.

I found the balance of the ordinance to be very well-drafted. The regulations are set forth with the required specificity for an ordinance.

My only text suggestion is in section 40-644 (d) (2) d). The section is titled "Wildlife preserve standards" but, as there is a general prohibition on wild animals, I think the title should be "Wild animal regulations and wildlife preserve standards". In addition, it may be prudent to include a statement in section 40-644 (c) 1) that states "Wild animals are not permitted except pursuant to section (d) (2) d) below".

Thanks,

Greg



Gregory K. Need

Adkison Need Allen & Rentrop, PLLC
39572 Woodward Avenue
Suite 222
Bloomfield Hills, Michigan 48304
Phone: (248) 540-7400
Fax: (248) 540-7401

**SPRINGFIELD CHARTER TOWNSHIP
NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN, that the Planning Commission of Springfield Charter Township will hold a Public Hearing at its Regular Meeting on Tuesday, October 22, 2024, beginning at 7:00 p.m. at the Springfield Township Civic Center, 12000 Davisburg Rd., Davisburg, MI 48350 to receive comments on the following proposed amendments to the Springfield Township Code of Ordinances, Chapter 40—Zoning.

THE CHARTER TOWNSHIP OF SPRINGFIELD, OAKLAND COUNTY, MICHIGAN, ORDAINS:

**CHARTER TOWNSHIP OF SPRINGFIELD
AN ORDINANCE TO AMEND SPRINGFIELD TOWNSHIP CODE OF ORDINANCES CHAPTER 40
ZONING BY AMENDING SECTION 40-2 DEFINITIONS; AMENDING SECTION 40-273 INTENT;
AMENDING SECTION 40-303 INTENT; AMENDING SECTION 40-401 PRINCIPAL USES – PERMITTED
SUBJECT TO SPECIAL CONDITIONS; AND REPEALING AND REPLACING SECTION 40-644
MAINTENANCE OF ANIMALS**

Springfield Township Code of Ordinances, Chapter 40—Zoning is hereby amended as follows:

SECTION ONE-Amendments

The following sections within Chapter 40 are hereby amended as follows:

1. Section 40-2 – Definitions is amended as follows:

Agriculture means the art or science of cultivating the ground, the production of crops or livestock on a farm; but excluding an agricultural business or industry such as commercial greenhouses, the sale of nursery stock, and riding or boarding stables

Animal is deleted.

Animal keeping, right to farm qualified means a land use which is regulated by Generally Accepted Agricultural Management Practice (GAAMPs).

Animal keeping, residential means a land use, which is accessory to the primary residential use of the property, for the maintenance of household pets, common farm animals, or other similar animal species

Animal keeping, commercial means a land use which supports the practice of maintaining animals for the primary purpose of economic gain or production of goods or services.

Commercial in the context of a farm operation means performing commercial production of any amount, without any minimum threshold of commercial activity.

Commercial livestock operation is a specific type of commercial animal keeping in which livestock are bred and/or raised for the intent of selling all or part of the animal or animal product.

Farm animal means domestic animals; exotic animals; any other animal so long as the animal is kept for the purpose of a farm product, for farm operation, or service to humans.

Farm operation means the operation and management of a farm or a condition or an activity that occurs at any time as necessary on a farm in connection with the commercial production, harvesting, and storage of farm products including those described in the Michigan Right to Farm Act.

Farm product means those plants and animals useful to human beings produced by agriculture as described in the Michigan Right to Farm Act.

GAAMPs means generally accepted agricultural and management practices as defined in the Michigan Right to Farm Act.

Horses means mules, burros, ponies, jacks, hinnies and other quadrupeds of the genus equus.

Household pet means a domesticated animal which is typically maintained primarily within a residence. The term "household pet" includes, without limitation, cats, dogs, fish, gerbils, household birds within small cages, rabbits, and other similar domesticated animals.

Intensive livestock operation is deleted.

Livestock means those species of animals used for human food and fiber, or those species of animals used for service to humans.

Livestock, small means livestock animals that typically weigh 200 pounds or less at maturity. Small livestock include animals of a similar size and resource intensity such as, but not limited to, sheep, goats, alpacas, potbelly and domesticated pigs, ostriches, pheasants, emus, and miniature horses.

Livestock, large means livestock animals that typically weigh more than 200 pounds at maturity. Large livestock include animals of a similar size and resource intensity such as, but not limited to, cattle, bison, deer, llama, and market pigs.

Poultry means domesticated avian species that can be raised for eggs, meat, and/or feathers.

Poultry, small means animals of a similar size and resource intensity as quail, pigeons, guinea fowl, and chickens.

Poultry, large means animals of a similar size and resource intensity as peahens, turkeys, ducks, and geese.

Right to farm act means the Michigan Right to Farm Act, Act 93 Public Acts of 1981 as same may be amended from time to time in the future.

Stable is deleted.

Wild or exotic animal means any animal not native to, nor commonly found in the wild, in the temperate continental climate of North America or any animal not domesticated by humans or an animal that a person is prohibited from possessing by law. The characterization of an animal as being wild shall not be altered by virtue of the fact that one or several generations of the animal in question have been maintained in captivity.

2. Article III. - District Regulations – Division 5. R-1-A Suburban Estates Districts, R-1, R-2, and R-3 One-Family Residential Districts - Section 40-273 – Intent is amended to read as follows:
 - (a) The R-1-A Suburban Estates Residential District and the R-1, R-2, and R-3 One-Family Residential Districts are intended to provide areas for one-family dwelling units, together with certain residentially related facilities which are supportive of and compatible with a rural residential environment including the keeping of animals. Commercial and other uses which tend to be incompatible with this intent are generally prohibited.

- (b) The R-1-A and R-1 districts are intended to provide for low-density one-family residences while maintaining and preserving the township's open space, natural areas and rural environment. The R-2 and R-3 districts, which provide for greater density of one-family residences than the R-1-A and R-1 districts, are still intended to preserve the township's open space, natural areas and rural environment.
 - (c) Agricultural and farming activities. Agricultural and farming activities, including Right to Farm qualified and residential animal keeping uses, may also be permitted within the residential districts and the Suburban Estates Residential District on parcels and lots which are for adequate size to accommodate such uses in conjunction and/or separate from single-family residential uses.
- 3. Article III. - District Regulations – Division 6 – RM and RM-1 Multiple-Family Residential Districts - Section 40-303 – Intent is amended to read as follows:
 - (a) The RM and RM-1, Multiple-Family Residential Districts are intended to provide sites for low-rise multiple-family dwellings and related uses. The RM and RM-1 districts shall be located in areas which can be adequately supplied with utilities and public service. It is also the intent of the RM and RM-1 districts to encourage the provision of recreational amenities and facilities designed to serve the needs of residents of multiple-family dwelling developments.
 - (b) The RM district is intended to allow medium density multiple-family development and associated activities in close proximity to and compatible with higher intensity commercial, office, and light industrial development. The RM district is also intended to provide a zone of transition between areas of higher and lower intensity development.
 - (c) The RM-1 district is intended to allow low-density multiple-family development and associated activities in otherwise higher density single-family areas. The density and character of development in the RM-1 district shall be consistent with and compatible to single-family residential development in the surrounding area.
- 4. Article III. - District Regulations – Division 9 – C-2 General Business District - Section 40-401 – Principal Uses – Permitted subject to special conditions is amended as follows:
 - 7. Commercial dog kennels subject to section 40-644(d).
 - 15. Pet cemeteries.
- 5. Article V. - Supplemental Regulations – Division 1 – Generally – Section 40-644 – Maintenance of animals is repealed and replaced to read as follows:
 - (a) Purpose and intent. The intent of this section is to allow for the keeping and raising of animals in such a way that does not adversely affect the public health, safety, and general welfare and does not create a nuisance to the subject property or neighboring properties.
 - (b) Applicability.
 - 1) Residential Animal Keeping - A residential animal keeping use shall comply with all the requirements of subsection (c) below.

2) Commercial Animal Keeping – A commercial animal keeping use shall either be regulated by:

- a) MDARD per subsection (d)(1) below
- b) Or shall comply with the general commercial standards per subsection (d)(2) below.

(c) Standards for residential animal keeping

1) Number of animals. The maximum number of animals permitted in certain residential and agricultural districts of the township are regulated as noted in the table below. Attaining maximum number/maximum density is dependent on compliance with site design standards listed in subsection (c)(2). The maximum total number of animals allowed on a lot is the cumulative total of all animals or similar types allowed per each row of the following table.

	Type	Permitted zoning districts	Minimum lot area	Maximum number of animals
(a)	Small Livestock ¹	RC, R-1-A, R-1, R-2, R-3, RM	2 acres	Minimum lot area: 2 acres for the first two animals. Additional 0.5 acres required for each additional animal
(b)	Large Livestock ¹	RC, R-1-A, R-1, R-2, R-3, RM	4 acres	Minimum lot area: 4 acres for the first two animals. Additional 1 acre of lot area for each additional animal
(c)	Horses	RC, PR, PS, R-1-A, R-1	3 acres	Minimum lot area: 3 acres for the first two animals. Additional 1 acre of lot area for each additional animal
(d)	Small Poultry ¹	RC, R-1-A, R-1, R-2, R-3, RM	0.25 acres	Minimum lot area for first 6 animals: 0.25 acres Two additional animals permitted for each 0.1 acres in excess of 0.25 acres Maximum number of small poultry: 50
(d)	Large Poultry, Excluding Peacocks and Roosters ¹	RC, R-1-A, R-1, R-2, R-3, RM	0.5 acres	Minimum lot area for first 6 animals: 0.5 acres Two additional animals permitted for each 0.25 acres in excess of 0.5 acres Maximum number of large poultry: 30
(e)	Roosters and Peacocks	RC, PR, and R-1-A, R-1, R-2, R-3	2.5 acres	1 per lot (counts towards max poultry allowed per lot)

(f)	Rabbits kept primarily outdoors ¹	RC, R-1-A, R-1, R-2, R-3, RM	0.25 acres	Minimum lot area for first 6 animals: 0.25 acres Two additional animals permitted for each 0.25 acres in excess of 0.25 acres Maximum number of rabbits: 30
(g)	Household Pets	All districts	None	Permitted, no limit
(h)	Honeybees	All districts	None	Permitted, no limit
(i)	Invertebrates, aquatic organisms, and other similar animals kept in an enclosed building ¹	RC, R-1-A, R-1, R-2, R-3, RM	None	Permitted, no limit
¹ These animals are permitted in the RM district only on lots that have single-family residential as the principal use.				

2) Site Design Standards. The following regulations shall be applicable to residential animal keeping uses.

- a) There shall be adequate fencing, or other restraining device, for the purpose of maintaining animals within a restricted area. See section 40-781 for additional standards.
- b) The refuse and waste resulting from the maintenance of animals shall be controlled upon the premises and shall be cared for or disposed of within a reasonable time so as to minimize hazards of health and offensive effects upon neighboring people and uses.
- c) All feed and other materials used for the maintenance of animals shall be appropriately stored so as to not attract rats, mice or other vermin.
- d) Setbacks.
 1. Livestock
 - a. Small livestock
 - i. Structures housing small livestock and waste containment areas shall meet the minimum required building setback for the district, be located no nearer than 100 feet to any dwelling which exists on an adjacent lot at the time of construction of a structure housing small livestock and no nearer than 100 feet to a road right-of-way.
 - ii. Pasture area for small livestock shall be located no nearer than the required building setback for the district.
 - b. Large livestock
 - i. Structures housing large livestock and waste containment areas shall be located no nearer than

200 feet to any dwelling which exists on an adjacent lot at the time of construction of a structure housing large livestock and no nearer than 100 feet to any adjacent lot line.

- ii. Pasture area for large livestock shall meet the minimum required building setback for the district, be located a minimum of 100 feet from any road right-of-way, and be located a minimum of 100 feet from any dwellings which exist on adjacent properties.
- c. Horses.
 - i. Structures housing horses and waste containment areas shall meet the required building setback for the district, be located no nearer than 200 feet to any dwelling which exists on an adjacent lot at the time of construction of a structure housing horses, and no nearer than 100 feet to any road right-of-way.
 - ii. Pasture area for horses shall be located no nearer than the required building setback for the district.
- d. Poultry.
 - i. Small poultry.
 - 1. Structures housing small poultry and waste containment areas shall meet the required building setback for the district, be located no nearer than 50 feet to any dwelling which exists on an adjacent lot at the time of construction of a structure housing small poultry, and no nearer than 100 feet to any road right-of-way.
 - 2. Pasture area for small poultry shall be located no nearer than the required building setback for the district.
 - ii. Large poultry.
 - 1. Structures housing large poultry and waste containment areas shall meet the required building setback for the district, be located no nearer than 100 feet to any dwelling which exists on an adjacent lot at the time of construction of a structure housing large poultry, and no nearer than 100 feet to any road right-of-way.
 - 2. Pasture area for large poultry shall be located no nearer than the required building setback for the district.
 - iii. Roosters and peacocks.
 - 1. Structures housing roosters and peacocks shall be located at a minimum of 200 feet from any dwelling which exists on an adjacent lot and 100 feet from any adjacent lot line.
 - 2. Pasture area for roosters and peacocks shall be located no nearer than the required building setback for the district.

- e. Rabbits.
 - i. Structures housing rabbits and waste containment areas shall meet the required building setback for the district, be located no nearer than 50 feet to any dwelling which exists on an adjacent lot at the time of construction of a structure housing rabbits, and no nearer than 100 feet to any road right-of-way.
 - f. Invertebrates, aquatic organisms, and other similar animals, not including wild or exotic animals
 - i. Animals must be maintained in an enclosed building
 - ii. Area of building enclosing the animals cannot exceed square footage permitted as an accessory structure
- (d) All applicable licenses and permits must be acquired from the state standards for commercial animal keeping.
- 1) Standards for Right to Farm Act qualified animal keeping
 - a) Farm operations and structures shall conform to and are regulated by applicable Generally Accepted Agricultural Management Practices (GAAMPs) as adopted and published by the Michigan Department of Agriculture and Rural Development (MDARD).
 - 2) Standards for General Commercial Animal Keeping
 - a) Commercial kennels. Commercial dog kennels are subject to the following conditions:
 1. Minimum site size for each individually operated kennel shall be five acres.
 2. All kennel facilities exclusive of outside runs shall be located no closer than 75 feet to any property lines. All open runs shall be a minimum of 100 feet from all property lines.
 3. All kennel facilities shall be approved by the county health department prior to obtaining approval by the township board.
 - b) Equestrian facilities. Where permitted, equestrian facilities shall be subject to the following conditions:
 1. The minimum site area shall be ten acres.
 2. Outdoor pens, corrals, riding rings and/or arenas shall be located no nearer than 50 feet from any property line, or at least 100 feet from existing schools, churches, or residentially zoned or used property.
 3. Permanent lighting and use of outdoor sound-producing equipment shall meet the provisions of section 40-883 and 40-888. The use of additional event lighting shall be temporary. The use of temporary event lighting shall only be allowed between the hours of 8:00 a.m. and 11:00 p.m. In addition to the provisions herein, sound-producing equipment, including but not limited to public address systems, radios, phonographs, musical instruments and recording devices, shall not be operated outdoors on the premises so as to be unreasonably loud or raucous, or so to be a nuisance or disturbance to the peace and tranquility of the citizens of the township. The use of sound-producing equipment shall only be allowed between the hours of 8:00 a.m. and 11:00 p.m.
 4. Events held outdoors, in whole or in part, at such a facility and that is open to participants beyond those who board or train at the facility are only allowed if specifically permitted by the township.

5. Where trail riding is provided on the premises, or off the premises on land also owned by the same party, the conditions enumerated in section 40-215(4) and 40-145 shall govern. Where riding is intended on property other than the applicant's, the applicant shall submit proof of permission to use property other than the applicant's. Where riding is intended within or across a public road right-of-way, the township shall review the location and approve same to maximize safety to both riders, motorists, and others using the public road right-of-way.
6. Off-street parking, loading and unloading shall be provided in accordance with the standards set forth in section 40-681, except that the requirements for hard surfacing may be waived by the township.
7. All storage, service and maintenance areas when visible from adjoining residentially zoned or used land shall be screened in accordance with the requirements set forth in section 40-721.
8. One single-family dwelling, occupied by the owner or manager of the equestrian facility, will be considered customary and incidental as part of this use.

c) Commercial Livestock Operations. The following standards apply to commercial livestock operations.

1. Intent. It is the intent of this section to allow for commercial livestock operations while providing additional protection to the township and neighboring land uses in order to minimize noise and odors and prevent surface water and groundwater contamination.
2. Commercial livestock operations, where permitted as a special land use, shall be subject to the following conditions:
 - a. Minimum site area shall be 20 acres for large livestock and 10 acres for small livestock, roosters, small and large poultry, and rabbits.
 - b. Feedlots and structures housing animals shall be located at a minimum of 500 feet from any dwelling which exists on an adjacent lot at the time of special land use approval, 300 feet from any adjacent lot line, and 300 feet from any public road right-of-way.
 - c. The land use may also include accessory uses for housing and dwellings for the farmer and farm employees.
 - d. There shall be adequate fencing, or other restraining device, for the purpose of maintaining animals within a restricted area. See section 40-781 for additional standards.
 - e. The refuse and wastes resulting from the feeding and maintenance of animals shall be controlled upon the premises and shall be cared for or disposed of within a reasonable time so as to minimize hazards of health and offensive effects upon neighboring people and uses and prevent the contamination of groundwater and surface waters. At the time of application for the special land use permit, the applicant shall provide a specific plan for the management of refuse and waste.
 - f. All feed and other materials used for the maintenance of animals shall be appropriately stored so as to not attract rats, mice, or other vermin.

- d) Wildlife preserve standards. Wild animals shall not be permitted to be maintained in the township, either temporarily or permanently, except as authorized in a wildlife preserve, subject to the following conditions:
1. The minimum site area shall be ten acres.
 2. At a minimum, all wild animals shall be confined in accordance with the rules and regulations established by the state. Where fencing is used, it shall be of sufficient height and durability to ensure confinement of the animals.
 3. The land use may also include accessory uses for housing and dwellings for the farmer and farm employees.
 4. There shall be adequate fencing, or other restraining device, for the purpose of maintaining animals within a restricted area. See section 40-781 for additional standards.
 5. The refuse and wastes resulting from the feeding and maintenance of animals shall be controlled upon the premises and shall be cared for or disposed of within a reasonable time so as to minimize hazards of health and offensive effects upon neighboring people and uses and prevent the contamination of groundwater and surface waters. At the time of application for the special land use permit, the applicant shall provide a specific plan for the management of refuse and waste.
 6. All feed and other materials used for the maintenance of animals shall be appropriately stored so as to not attract rats, mice, or other vermin.
 7. Township approval shall be subject to the applicant receiving the appropriate permits from the state and meeting the required minimums.

SECTION TWO—Balance of Ordinance Remains in Effect

The balance of the Springfield Township Code of Ordinances shall remain in full force and effect, except as specifically modified herein.

SECTION THREE—Repealer

All ordinances and portions of ordinances inconsistent with this Ordinance are hereby repealed.

SECTION FOUR—Savings Clause

Nothing in this ordinance shall be construed to affect any suit or proceeding pending in any court or any rights acquired, or any liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance hereby repealed as cited in Section Three of this ordinance; nor shall any just or legal right or remedy of any character be lost, impaired, or affected by this ordinance.

SECTION FIVE—Severability

Should any provision or part of this Ordinance be declared by any court of competent jurisdiction to be invalid or unenforceable, the same shall not affect the validity or enforceability of the balance of this Ordinance, which shall remain in full force and effect.

SECTION SIX—Effective Date

This Ordinance shall take effect following publication in the manner prescribed by law. This Ordinance shall be published in the manner provided by law.

NOTICE IS FURTHER GIVEN, that the complete text of the Springfield Township Code of Ordinances and documents related to the proposed amendments may be examined at the Springfield Township Clerk's Office, 12000 Davisburg Rd., Davisburg, MI 48350 during regular office hours. Written comments may be submitted to the Springfield Township Clerk up until the time of the Public Hearing. Those persons needing a special accommodation should contact the Clerk's Office at least two (2) business days in advance. 248-846-6510.

SEAN R. MILLER, MiPMC
Township Clerk
Springfield Charter Township
Published: October 3, 2024

Section 40-2 definitions

Agriculture means the art or science of cultivating the ground, the production of crops or livestock on a farm; but excluding an agricultural business or industry such as commercial greenhouses, the sale of nursery stock, and riding or boarding stables, fur farms, piggeries and slaughtering of animals except animals raised on the premises for the use and consumption of persons residing on the premises.

Animal Means a nonhuman zoological species, classified for purposes of this chapter as follows:

(1) ~~type i animal. A domesticated household pets weighing less than 150 pounds.~~

(2) ~~type ii animal. An animal which is normally part of the livestock maintained on a farm, including:~~

~~A. Bovine and like animals, such as the cow.~~

~~B. Equine and like animals, such as the horse.~~

~~C. Swine and like animals, such as the pig and hog.~~

~~D. Ovis (ovine) and like animals such as the sheep and goat.~~

~~E. Other animals similar to those listed in subsections (2)a to d of this definition weighing in excess of 75 pounds, and not otherwise specifically classified herein.~~

~~(3) type iii animal. Rabbits (which are not maintained or kept as domesticated household pets); animals considered as poultry, animals considered as wild fowl, such as pheasant, quail, geese, or grouse, and other animals similar to those listed within this subsection, weighing less than 75 pounds, not specifically classified herein.~~

Animal keeping, right to farm qualified means a land use which is regulated by Generally Accepted Agricultural Management Practice (GAAMPs).

Animal keeping, residential means a land use, which is accessory to the primary residential use of the property, for the maintenance of household pets, common farm animals, or other similar animal species.

Animal keeping, commercial means a land use which supports the practice of maintaining animals for the primary purpose of economic gain or production of goods or services.

Commercial in the context of a farm operation means performing commercial production of any amount, without any minimum threshold of commercial activity.

Commercial livestock operation is a specific type of commercial animal keeping in which livestock are bred and/or raised for the intent of selling all or part of the animal or animal product.

Farm operation means the operation and management of a farm or a condition or an activity that occurs at any time as necessary on a farm in connection with the commercial production, harvesting, and storage of farm products including those described in the Michigan Right to Farm Act.

Farm product means those plants and animals useful to human beings produced by agriculture as described in the Michigan Right to Farm Act.

GAAMPs means generally accepted agricultural and management practices as defined in the Michigan Right to Farm Act.

Farm animal means domestic animals; exotic animals; any other animal so long as the animal is kept for the purpose of a farm product, for farm operation, or service to humans.

Horses means mules, burros, ponies, jacks, hinnies and other quadrupeds of the genus equus.

Household pet means a domesticated animal which is typically maintained primarily within a residence. The term "household pet" includes, without limitation, cats, dogs, fish, gerbils, household birds within small cages, rabbits, and other similar domesticated animals.

Intensive livestock operation means an agricultural operation in which type ii and type iii animals are bred and/or raised within a confined area, either inside or outside and enclosed, generally at densities greater than permitted by section 40-644. Such operations are further characterized as having an animal feeding building or feedlot which is a facility, other than a pasture, where animals are fed and/or confined.

Livestock means those species of animals used for human food and fiber, or those species of animals used for service to humans.

Livestock, small means livestock animals that typically weigh 200 pounds or less at maturity. Small livestock include animals of a similar size and resource intensity such as, but not limited to, sheep, goats, alpacas, potbelly and domesticated pigs, ostriches, pheasants, emus, and miniature horses.

Livestock, large means livestock animals that typically weigh more than 200 pounds at maturity. Large livestock include animals of a similar size and resource intensity such as, but not limited to, cattle, bison, deer, llama, and market pigs.

Poultry means domesticated avian species that can be raised for eggs, meat, and/or feathers.

Poultry, small means animals of a similar size and resource intensity as quail, pigeons, guinea fowl, and chickens.

Poultry, large means animals of a similar size and resource intensity as peahens, turkeys, ducks, and geese.

Right to farm act means the Michigan Right to Farm Act, Act 93 Public Acts of 1981 as same may be amended from time to time in the future.

Stable means a building in which type II animals are sheltered and fed.

Wild or exotic animal means any animal otherwise defined as a type i, ii, or iii animal, is not customarily domesticated and customarily devoted to the service of mankind in the township, or requires the permission of any agency of the state or the united states government to be kept in captivity. The term "wild animal" also means any animal which a person is prohibited from possessing by law, not native to, nor commonly found in the wild, in the temperate continental climate of North America or any animal not domesticated by humans or an animal that a person is prohibited from possessing by law. The characterization of an animal as being wild shall not be altered by virtue of the fact that one or several generations of the animal in question have been maintained in captivity.

Section 40-273 R-1-A Suburban Estates Districts, R-1, R-2, and R-3 One-Family Residential Districts - Intent

- (a) The R-1-A Suburban Estates Residential District and the R-1, R-2, and R-3 One-Family Residential Districts are intended to provide areas for one-family dwelling units, together with certain residentially related facilities which are supportive of and compatible with a rural residential environment including the keeping of animals. Commercial and other uses which tend to be incompatible with this intent are generally prohibited.
- (b) The R-1-A and R-1 districts are intended to provide for low-density one-family residences while maintaining and preserving the township's open space, natural areas and rural environment. The R-2 and R-3 districts, which provide for greater density of one-family residences than the R-1-A

and R-1 districts, are still intended to preserve the township's open space, natural areas and rural environment.

- (c) Agricultural and farming activities. Agricultural and farming activities, including Right to Farm qualified and residential animal keeping uses, may also be permitted within the residential districts and the Suburban Estates Residential District on parcels and lots which are for adequate size to accommodate such uses in conjunction and/or separate from single-family residential uses.

Section 40-303. RM and RM-1 Multiple-Family Residential Districts -Intent.

- (a) The RM and RM-1, Multiple-Family Residential Districts are intended to provide sites for low-rise multiple-family dwellings and related uses. The RM and RM-1 districts shall be located in areas which can be adequately supplied with utilities and public service. It is also the intent of the RM and RM-1 districts to encourage the provision of recreational amenities and facilities designed to serve the needs of residents of multiple-family dwelling developments.
- (b) The RM district is intended to allow medium density multiple-family development and associated activities in close proximity to and compatible with higher intensity commercial, office, and light industrial development. The RM district is also intended to provide a zone of transition between areas of higher and lower intensity development.
- (c) The RM-1 district is intended to allow low-density multiple-family development and associated activities in otherwise higher density single-family areas. The density and character of development in the RM-1 district shall be consistent with and compatible to single-family residential development in the surrounding area.

Section 40-401 Principal Uses – Permitted subject to special conditions (C-2 General Business District)

- 7. Commercial dog kennels subject to section 40-644.d and pet cemeteries subject to the following conditions:
 - a. ~~Minimum site size for each individually operated kennel shall be five acres.~~
 - b. ~~All kennel facilities exclusive of outside runs shall be located no closer than 75 feet to any property lines. All open runs shall be a minimum of 200 feet from all property lines.~~
 - c. ~~All kennel facilities shall be approved by the county health department prior to obtaining approval by the township board.~~
- 15. Pet cemeteries

Section 40-644 maintenance of animals (Repeal Section 40-644 “maintenance of animals” and replace with the following.

- (a) Purpose and intent. The intent of this section is to allow for the keeping and raising of animals in such a way that does not adversely affect the public health, safety, and general welfare and does not create a nuisance to the subject property or neighboring properties.
- (b) Applicability.
 - 1) Residential Animal Keeping - A residential animal keeping use shall comply with all the requirements of subsection (c) below.
 - 2) Commercial Animal Keeping – A commercial animal keeping use shall either be regulated by:
 - a) MDARD per subsection (d)(1) below

b) Or shall comply with the general commercial standards per subsection (d)(2) below.

(c) Standards for residential animal keeping

1) Number of animals. The maximum number of animals permitted in certain residential and agricultural districts of the township are regulated as noted in the table below. Attaining maximum number/maximum density is dependent on compliance with site design standards listed in subsection (c)(2). The maximum total number of animals allowed on a lot is the cumulative total of all animals or similar types allowed per each row of the following table. Wild animals are not permitted except when pursuant to section 40-644(d)(2)(d) below.

	<u>Type</u>	<u>Permitted zoning districts</u>	<u>Minimum lot area</u>	<u>Maximum number of animals</u>
(a)	<u>Small Livestock¹</u>	<u>RC, R-1-A, R-1, R-2, R-3, RM</u>	<u>2 acres</u>	<u>Minimum lot area: 2 acres for the first two animals.</u> <u>Additional 0.5 acres required for each additional animal</u>
(b)	<u>Large Livestock¹</u>	<u>RC, R-1-A, R-1, R-2, R-3, RM</u>	<u>4 acres</u>	<u>Minimum lot area: 4 acres for the first two animals.</u> <u>Additional 1 acre of lot area for each additional animal</u>
(c)	<u>Horses</u>	<u>RC, PR, PS, R-1-A, R-1</u>	<u>3 acres</u>	<u>Minimum lot area: 3 acres for the first two animals.</u> <u>Additional 1 acre of lot area for each additional animal</u>
(d)	<u>Small Poultry¹</u>	<u>RC, R-1-A, R-1, R-2, R-3, RM</u>	<u>0.25 acres</u>	<u>Minimum lot area for first 6 animals: 0.25 acres</u> <u>Two additional animals permitted for each 0.1 acres in excess of 0.25 acres</u> <u>Maximum number of small poultry: 50</u>
(d)	<u>Large Poultry, Excluding Peacocks and Roosters¹</u>	<u>RC, R-1-A, R-1, R-2, R-3, RM</u>	<u>0.5 acres</u>	<u>Minimum lot area for first 6 animals: 0.5 acres</u> <u>Two additional animals permitted for each 0.25 acres in excess of 0.5 acres</u> <u>Maximum number of large poultry: 30</u>

(e)	<u>Roosters and Peacocks</u>	<u>RC, PR, and R-1-A, R-1, R-2, R-3</u>	<u>2.5 acres</u>	<u>1 per lot (counts towards max poultry allowed per lot)</u>
(f)	<u>Rabbits kept primarily outdoors¹</u>	<u>RC, R-1-A, R-1, R-2, R-3, RM</u>	<u>0.25 acres</u>	<u>Minimum lot area for first 6 animals: 0.25 acres</u> <u>Two additional animals permitted for each 0.25 acres in excess of 0.25 acres</u> <u>Maximum number of rabbits: 30</u>
(g)	<u>Household Pets</u>	<u>All districts</u>	<u>None</u>	<u>Permitted, no limit</u>
(h)	<u>Honeybees</u>	<u>All districts</u>	<u>None</u>	<u>Permitted, no limit</u>
(i)	<u>Invertebrates, aquatic organisms, and other similar animals kept in an enclosed building¹</u>	<u>RC, R-1-A, R-1, R-2, R-3, RM</u>	<u>None</u>	<u>Permitted, no limit</u>
¹ <u>These animals are permitted in the RM district only on lots that have single-family residential as the principal use.</u>				

2) Site Design Standards. The following regulations shall be applicable to residential animal keeping uses.

- a) There shall be adequate fencing, or other restraining device, for the purpose of maintaining animals within a restricted area. See section 40-781 for additional standards.
- b) The refuse and waste resulting from the maintenance of animals shall be controlled upon the premises and shall be cared for or disposed of within a reasonable time so as to minimize hazards of health and offensive effects upon neighboring people and uses.
- c) All feed and other materials used for the maintenance of animals shall be appropriately stored so as to not attract rats, mice or other vermin.
- d) Setbacks.

1. Livestock

a. Small livestock

- i. Structures housing small livestock and waste containment areas shall meet the minimum required building setback for the district, be located no nearer than 100 feet to any dwelling which exists on an adjacent lot at the time of construction of a structure housing small livestock and no nearer than 100 feet to a road right-of-way.
- ii. Pasture area for small livestock shall be located no nearer than the required building setback for the district.

b. Large livestock

- i. Structures housing large livestock and waste containment areas shall be located no nearer than 200

- feet to any dwelling which exists on an adjacent lot at the time of construction of a structure housing large livestock and no nearer than 100 feet to any adjacent lot line.
- ii. Pasture area for large livestock shall meet the minimum required building setback for the district, be located a minimum of 100 feet from any road right-of-way, and be located a minimum of 100 feet from any dwellings which exist on adjacent properties.
- c. Horses.
- i. Structures housing horses and waste containment areas shall meet the required building setback for the district, be located no nearer than 200 feet to any dwelling which exists on an adjacent lot at the time of construction of a structure housing horses, and no nearer than 100 feet to any road right-of-way.
 - ii. Pasture area for horses shall be located no nearer than the required building setback for the district.
- d. Poultry.
- i. Small poultry.
 - 1. Structures housing small poultry and waste containment areas shall meet the required building setback for the district, be located no nearer than 50 feet to any dwelling which exists on an adjacent lot at the time of construction of a structure housing small poultry, and no nearer than 100 feet to any road right-of-way.
 - 2. Pasture area for small poultry shall be located no nearer than the required building setback for the district.
 - ii. Large poultry.
 - 1. Structures housing large poultry and waste containment areas shall meet the required building setback for the district, be located no nearer than 100 feet to any dwelling which exists on an adjacent lot at the time of construction of a structure housing large poultry, and no nearer than 100 feet to any road right-of-way.
 - 2. Pasture area for large poultry shall be located no nearer than the required building setback for the district.
 - iii. Roosters and peacocks.
 - 1. Structures housing roosters and peacocks shall be located at a minimum of 200 feet from any dwelling which exists on an adjacent lot and 100 feet from any adjacent lot line.
 - 2. Pasture area for roosters and peacocks shall be located no nearer than the required building setback for the district.
- e. Rabbits.
- i. Structures housing rabbits and waste containment areas shall meet the required building setback for the district, be located no nearer than 50 feet to any dwelling which

exists on an adjacent lot at the time of construction of a structure housing rabbits, and no nearer than 100 feet to any road right-of-way.

- f. Invertebrates, aquatic organisms, and other similar animals, not including wild or exotic animals
 - i. Animals must be maintained in an enclosed building
 - ii. Area of building enclosing the animals cannot exceed square footage permitted as an accessory structure
- (d) All applicable licenses and permits must be acquired from the state standards for commercial animal keeping.
- 1) Standards for Right to Farm Act qualified animal keeping
 - a) Farm operations and structures shall conform to and are regulated by applicable Generally Accepted Agricultural Management Practices (GAAMPs) as adopted and published by the Michigan Department of Agriculture and Rural Development (MDARD).
 - 2) Standards for General Commercial Animal Keeping
 - a) Commercial kennels. Commercial dog kennels are subject to the following conditions:
 - 1. Minimum site size for each individually operated kennel shall be five acres.
 - 2. All kennel facilities exclusive of outside runs shall be located no closer than 75 feet to any property lines. All open runs shall be a minimum of 100 feet from all property lines.
 - 3. All kennel facilities shall be approved by the county health department prior to obtaining approval by the township board.
 - b) Equestrian facilities. Where permitted, equestrian facilities shall be subject to the following conditions:
 - 1. The minimum site area shall be ten acres.
 - 2. Outdoor pens, corrals, riding rings and/or arenas shall be located no nearer than 50 feet from any property line, or at least 100 feet from existing schools, churches, or residentially zoned or used property.
 - 3. Permanent lighting and use of outdoor sound-producing equipment shall meet the provisions of section 40-883 and 40-888. The use of additional event lighting shall be temporary. The use of temporary event lighting shall only be allowed between the hours of 8:00 a.m. and 11:00 p.m. In addition to the provisions herein, sound-producing equipment, including but not limited to public address systems, radios, phonographs, musical instruments and recording devices, shall not be operated outdoors on the premises so as to be unreasonably loud or raucous, or so to be a nuisance or disturbance to the peace and tranquility of the citizens of the township. The use of sound-producing equipment shall only be allowed between the hours of 8:00 a.m. and 11:00 p.m.
 - 4. Events held outdoors, in whole or in part, at such a facility and that is open to participants beyond those who board or train at the facility are only allowed if specifically permitted by the township.
 - 5. Where trail riding is provided on the premises, or off the premises on land also owned by the same party, the conditions enumerated in section 40-215(4) and 40-145 shall govern. Where riding is intended on property other than the applicant's, the applicant shall submit proof of permission to use property other than the applicant's. Where riding is intended within or across a public road right-of-way, the township shall review the

location and approve same to maximize safety to both riders, motorists, and others using the public road right-of-way.

6. Off-street parking, loading and unloading shall be provided in accordance with the standards set forth in section 40-681, except that the requirements for hard surfacing may be waived by the township.
 7. All storage, service and maintenance areas when visible from adjoining residentially zoned or used land shall be screened in accordance with the requirements set forth in section 40-721.
 8. One single-family dwelling, occupied by the owner or manager of the equestrian facility, will be considered customary and incidental as part of this use.
- c) Commercial intensive Livestock Operations. The following standards apply to commercial livestock operations.
1. Intent. It is the intent of this section to allow for commercial intensive livestock operations while providing additional protection to the township and neighboring land uses in order to minimize noise and odors and prevent surface water and groundwater contamination.
 2. Commercial intensive livestock operations, where permitted as a special land use, shall be subject to the following conditions:
 - a. Minimum site area shall be 20 acres for large livestock and 10 acres for small livestock, roosters, small and large poultry, and rabbits.
 - b. Feedlots and structures housing animals shall be located at a minimum of 500 feet from any dwelling which exists on an adjacent lot at the time of special land use approval, 300 feet from any adjacent lot line, and 300 feet from any public road right-of-way.
 - c. The land use may also include accessory uses for housing and dwellings for the farmer and farm employees.
 - d. There shall be adequate fencing, or other restraining device, for the purpose of maintaining animals within a restricted area. See section 40-781 for additional standards.
 - e. The refuse and wastes resulting from the feeding and maintenance of animals shall be controlled upon the premises and shall be cared for or disposed of within a reasonable time so as to minimize hazards of health and offensive effects upon neighboring people and uses and prevent the contamination of groundwater and surface waters. At the time of application for the special land use permit, the applicant shall provide a specific plan for the management of refuse and waste.
 - f. All feed and other materials used for the maintenance of animals shall be appropriately stored so as to not attract rats, mice, or other vermin.
- d) Wild animal regulations and wildlife preserve standards. Wild animals shall not be permitted to be maintained in the township, either temporarily or permanently, except as authorized in a wildlife preserve, subject to the following conditions:
1. The minimum site area shall be ten acres.
 2. At a minimum, all wild animals shall be confined in accordance with the rules and regulations established by the state. Where fencing is used, it shall be of sufficient height and durability to ensure confinement of the animals.

- ~~3.—All provisions of subsection (e) of this section shall be met.~~
3. The land use may also include accessory uses for housing and dwellings for the farmer and farm employees.
4. There shall be adequate fencing, or other restraining device, for the purpose of maintaining animals within a restricted area. See section 40-781 for additional standards.
5. The refuse and wastes resulting from the feeding and maintenance of animals shall be controlled upon the premises and shall be cared for or disposed of within a reasonable time so as to minimize hazards of health and offensive effects upon neighboring people and uses and prevent the contamination of groundwater and surface waters. At the time of application for the special land use permit, the applicant shall provide a specific plan for the management of refuse and waste.
6. All feed and other materials used for the maintenance of animals shall be appropriately stored so as to not attract rats, mice, or other vermin.
7. Township approval shall be subject to the applicant receiving the appropriate permits from the state and meeting the required minimums.

Minutes of
PLANNING COMMISSION
REGULAR MEETING
October 22, 2024

SPRINGFIELD
CHARTER TOWNSHIP



Sean R. Miller, Clerk

Call to Order: Chairperson Baker called the October 22, 2024, Regular Meeting of the Springfield Township Planning Commission to order at 7:00 p.m. at the Springfield Township Civic Center, 12000 Davisburg Rd., Davisburg, MI 48350.

Commissioners

in Attendance: Dean Baker, Chair
Ruth Ann Hines
Dave Hopper
George Mansour
Chris Moore
Jamie Costigan
Kevin Sclesky

Consultants Present:

Julia Upfal, Giffels Webster
Stephanie Osborn, Giffels Webster

Approval of Agenda:

Commissioner Hines moved to proceed with the agenda as presented. Supported by Commissioner Moore. Vote: Yes: Baker, Costigan, Hines, Hopper, Mansour, Moore, and Sclesky. No: None. Absent: none. Motion approved.

Public Comment:

None

Approval of Consent Agenda:

Commissioner Hopper moved to approve the consent agenda as presented. Supported by Commissioner Mansour. Vote: Yes: Baker, Costigan, Hines, Hopper, Mansour, Moore, and Sclesky. No: None. Absent: none. Motion approved.

1) Approve minutes of September 24, 2024, Regular Meeting

Public Hearing

Chairperson Baker stated that they have been working on some proposed amendments that will address the maintenance of animals within the Township. He opened the hearing for public comment at 7:02pm.

Hearing no comments, he closed the public hearing at 7:03pm.



Old Business:

1. Maintenance of animal ordinance amendments

Ms. Upfal stated that the purpose of the amendment is to add standards to animals that aren't currently regulated or specified in the ordinances, as well as provide clarity for the existing standards and approve setbacks and lot sizes for animals. She stated the Planning Commission identified this as a key issue during the master plan update and this was introduced for discussion in March. She provided the commission with a packet that includes definitions and a list of permitted uses and general knowledge for the upkeep of animals and the maintenance of animals, which was the main section to be amended. This section is comprised of purpose and intent statements, and a capability section that explains the difference between residential and commercial. The residential section includes the number of animals per lot and setback standards. It also includes the standards for commercial animal keeping.

Chairperson Baker stated that the last meeting was spent looking at charts and setbacks and methodology on obtaining additional animals. He stated comments from the attorney were incorporated into the draft proposal. The next step in this process would be to take this draft to the Township Board.

Commissioner Hopper asked if certain additions didn't make the draft.

Ms. Upfal stated that in the section of wildlife preserve standards, because there is a provision on wild animals, it was suggested that the title be wildlife regulations and wildlife preserve standards. She stated this is for extra clarification in the ordinance. They also added a statement that wild animals are not permitted except for on wildlife preserves. She stated that if that section needs to be clarified or put into a certain section then the commission can make that recommendation.

Commissioner Hopper stated that a Public Hearing was held on this matter tonight in front of the Planning Commission he moved that the Township Board adopt amendments to Springfield Township code of ordinances chapter 40-zoning amending section 40-2 definitions, amending 40-273 intent, amending section 40-303 intent, amending section 40-401 principal uses permitted subject to special conditions, and repealing and replacing section 40-644 maintenance of animals and the addition of 2 minor clarifications from the Township attorney to be introduced at the next Township board meeting. Supported by Commissioner Mansour. Vote on the motion. Yes: Baker, Costigan, Hines, Hopper, Mansour, Moore, and Sclesky. No: none. Motion approved.



SPRINGFIELD TOWNSHIP FIRE DEPARTMENT

10280 Rattalee Lake Road • Davisburg, MI 48350

Phone: 248.625.6699 Fax: 248.605.4090

Email: stfd@springfield-twp.us

Matthew J. Covey, Fire Chief • Matthew S. Strickland, Captain • Ryan P. Hart, Captain

To: Springfield Board of Trustees

From: Fire Chief Matthew Covey

Date: November 1, 2024

Re: Request to Purchase Fifty-One Scott Self-Contained Breathing Cylinders and One Rapid Intervention System

Purpose:

This memo requests board approval for the purchase of **51 Scott Self-Contained Breathing Apparatus (SCBA) cylinders** and **1 Rapid Intervention RIT-PAK**. This acquisition is essential as our current SCBA cylinders will be deemed out of service in late 2025.

Overview of Joint Purchase:

This purchase is part of a joint initiative with Independence Fire, Lake Orion Fire, and Oxford Fire Departments, allowing us to secure a \$130 per cylinder discount—a total reduction of approximately \$6,630 in costs. As part of the procurement process, **Oxford Fire Department obtained two quotes** for this equipment, one from **West Shore Fire** and one from **MES (Municipal Emergency Services)**. MES was the lowest price. The required equipment for Springfield Fire Department includes:

- **48 forty-five-minute cylinders**
- **3 sixty-minute cylinders**
- **1 Rapid Intervention RIT-PAK**

2024 Grant Status:

Our department, along with partnering departments, submitted a FEMA grant to replace the entire SCBA system. However, after review, it was determined that our current Scott SCBAs remain compliant with required standards and are in good working order, leading to the denial of our grant request. The immediate need now is to replace only the expiring cylinders and add a RIT Pak, at an estimated cost of \$69,000 compared to the \$250,000 required for a new SCBA system.

Benefits of Proposed Purchase:

Replacing only the SCBA cylinders currently is cost-effective and extends the lifespan of the current SCBA system. The new cylinders will also be compatible with the newer model Scott SCBA's should a complete system upgrade be pursued in the future, ensuring operational readiness and fiscal responsibility.

Recommendation:

Approval of the purchase of 51 SCBA cylinders and 1 Rapid Intervention RIT-PAK to maintain operational safety and compliance. The total cost reflects the joint purchasing discount, maximizing fiscal responsibility.

Cost Breakdown:

1. 48 forty-five-minute Snap Change Cylinders:

- **Unit Cost:** $\$1,250 \times 48 = \$60,000$
- **O-Ring:** $\$3.95 \times 48 = \189.60
- **Total for 48 forty-five-minute Cylinders:** $\$60,189.60$

2. 3 sixty-minute Snap Change Cylinders:

- **Unit Cost:** $\$1,515 \times 3 = \$4,545$
- **Total for 3 sixty-minute Cylinders:** $\$4,545$

3. 1 Rapid Intervention RIT-PAK:

- **Unit Cost:** $\$3,900$
- **Total for 1 RIT-PAK:** $\$3,900$

Grand Total:

The total cost for 48 forty-five-minute cylinders, 3 sixty-minute cylinders, and 1 RIT-PAK is **$\$68,154.60$**

Action Requested:

Township Board approval for the purchase of **51 Scott SCBA cylinders and 1 Rapid Intervention RIT-PAK** through **MES (Municipal Emergency Services)** at a total cost **not to exceed \$69,000**.

Thank you for considering this request. I am available to provide any additional information or to address questions the Board may have regarding this request.



(877) 637-3473

Quote

Quote # QT1873425
 Date 11/06/2024
 Expires 11/21/2024
 Sales Rep Elizondo, Bob
 PO # SCBA Cylinders
 Shipping Method FedEx Ground
 Customer Springfield Twp Fire Dept (MI)
 Customer # C241585

Bill To

ATTN: ACCTS PAYABLE
 SPRINGFIELD TWP FIRE DEPT.
 10280 RATTALEE LAKE ROAD
 DAVISBURG MI 48350
 United States

Ship To

SPRINGFIELD TWP FIRE DEPT.
 10280 RATTALEE LAKE ROAD
 DAVISBURG MI 48350
 United States

Item	Alt. Item #	Units	Description	QTY	Unit Price	Amount
200129-01			Snap-Change Cylinder, Carbon-Wrapped, Pressure 4500, 45 Minutes (at 40 lpm)	48	\$1,240.00	\$59,520.00
200954-32			RIT-PAK III, 4.5, LG, C5, RECTUS	1	\$3,900.00	\$3,900.00
804723-01			(HM) CYL&VLV CARBON 60	3	\$1,515.00	\$4,545.00
58652-00			PACKING, PREFORMED	48	\$3.95	\$189.60

NO Shipping Cost for this order.

Subtotal \$68,154.60
Shipping Cost \$0.00
Tax Total \$0.00
Total \$68,154.60

This Quotation is subject to any applicable sales tax and shipping and handling charges that may apply. Tax and shipping charges are considered estimated and will be recalculated at the time of shipment to ensure they take into account the most current information.

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.

Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.

SPRINGFIELD FIRE DEPARTMENT Portion of the Group Purchase.



QT1873425



SPRINGFIELD TOWNSHIP FIRE DEPARTMENT

10280 Rattalee Lake Road • Davisburg, MI 48350

Phone: 248.625.6699 Fax: 248.605.4090

Email: stfd@springfield-twp.us

Matthew J. Covey, Fire Chief • Matthew S. Strickland, Captain • Ryan P. Hart, Captain

To: Township Board of Trustees

From: Captain Ryan Hart

Date: November 5, 2024

Re: Approval Request for Installation of Emergency Lighting, Siren, and Communication Equipment by Cynergy Products on New 2025 Chief Vehicle

Overview:

I am requesting approval to have Cynergy Products, based in Troy, MI, install an emergency lighting system, siren, county radio, and antenna on the new 2025 Chevy Silverado ordered in October to replace the current Chief vehicle.

Details of the Project:

- **Installation Provider:** Cynergy Products, Troy, MI
 - **Scope of Work:** Installation of emergency light system, siren, county radio, and antenna on 2025 Chevy Silverado
 - **Total Cost:** \$7,988.45
- **Installation Provider:** Priority One Emergency, Canton, MI
 - **Scope of Work:** Installation of emergency light system, siren, county radio, and antenna on 2025 Chevy Silverado
 - Not able to do install until mid-March 2025
 - **Total Cost:** \$10,987.86

Need for Installation:

This installation is essential for the new Chief vehicle to operate safely and effectively during emergency responses. The lighting and siren system will improve visibility and audibility, while the county radio and antenna will ensure clear communication with dispatch and other departments, supporting coordinated and efficient response efforts.

Request:

I respectfully request the Board's approval to proceed with Cynergy Products for the installation on the new 2025 Chevy Silverado, at the total cost of \$7,988.45

Thank you for considering this request.



Memo – New Business

To: Township Board

From: Jerry David, Facilities Manager / *JD*

Date: November 7, 2024

Re: 2025 and 2026 – 2 Year Generator-Planned Maintenance Agreement with Total Energy Systems, LLC.

Background

Springfield Township had a 5-year (2020-2024) planned maintenance service agreement for the generators at Civic Center, 700 Broadway, FS1, FS2, FS3 with Cummins which expired in July. The attached Bid Proposal spreadsheet shows the six vendors that I requested a bid from, two vendors (Total Energy Systems, LLC and American Generator) are a “Sole Source Vendor” which means they can service all makes and models. My recommendation is to award Total Energy Systems, LLC on a 2-year (2025-2026) planned maintenance service agreement for the generators.

System Management

Attached are the proposed costs for a one-year Planned Maintenance Agreement from Total Energy Systems, LLC for the following generators at the locations: Civic Center (2), 700 Broadway, FS1, FS2, FS3. The planned maintenance agreement will be a “Semi Annual Inspection, Full Service”, which will visit the site two times a year and with two generators having a Load Bank Test during a scheduled planned maintenance visit.

Budget

Listed below is a total cost break down per year of the 2-year Planned Service Agreement by locations:

- FS1 - \$665.00
- FS2 - \$665.00
- FS3 - \$665.00
- 700 Broadway - \$665.00
- Civic Center
 - Cummins with Load Bank Testing - \$1215.00
 - Kohler with a Load Bank Testing - \$1961.00

This expense is charged to the General Fund and the Fire Fund during the 2025 and 2026 budget calendar year.

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

Thank you,
Jerry David
248-408-1900
jdavid@springfield-twp.us

Suggested motion: Authorize the Facilities Manager to award the generator planned maintenance agreement to Total Energy Systems, LLC for the 2025 and 2026 calendar years, at a cost of \$5,836.00 per year to be charged to the General Fund and Fire Fund based on the generator locations listed above in the budget section of the memo.



Total Energy Systems, LLC

RECEIVED
SEP 13 2024

BY: 9/13/2024 [Signature]

Springfield Township
Jerry David
12000 Davisburg Road
Davisburg, MI 48350
248.846.6507
jdavid@springfield-twp.us

Planned Maintenance Agreement

Estimate Number: 148920240910

Estimate Date: 09.10.2024

Total Energy Systems, LLC is pleased to submit the following generator maintenance program. We understand that our customers have different maintenance needs. With that in mind we have developed a few basic maintenance plans which can be altered to fit your requirements.

- Annual Full Service:** We will visit the site one time per year. During this visit we will replace engine oil, oil filters, and fuel filters where applicable. We will complete our multiple page maintenance checklist which includes visual inspections, functional testing, and securing connections on the generator and transfer switch.
- Semi Annual Inspection, Full Service:** We will visit the site two times per year. Each time we will complete our multiple page maintenance checklist which includes visual inspections, functional testing, and securing connections on the generator and transfer switch. On one of the visits, we will replace the engine oil and filters along with replacing the fuel filters when applicable.
- Quarterly Service:** We will visit the site every ninety days. Each time we will complete our maintenance checklist. On one of the four visits we will replace the engine oil and filters along with the fuel filters where applicable.
- Load Bank Testing:** Load banking is the only true way to exercise the entire generator. Standard exercising or starting the unit and running the engine with no load transfer, exercises only the engine. JCAHO and NFPA 110 mandates load bank testing (specific conditions apply). The load bank testing will be completed during a scheduled Planned Maintenance visit.

#	Model	Serial Number	Location
1.	Generac RG02515ANAX	3002634122	FS1
2.	Generac RG06045GNAX	3008500864	FS2
3.	Generac RG02515ANAX	30052529161	FS3
4.	Onan GGHG-1867845	K180449184	Civic Center
5.	Onan 20ES	H970645601	Maintenance Garage
6.	Kohler 250REZXB	33CGGMMK0007	

FS1

1.	Year 1-3	Year 4-6	Year 7-9
Annual Full Service	\$452.00	\$493.00	\$538.00
Semi-Annual Full	\$665.00	\$726.00	\$792.00
Quarterly Service	\$1,094.00	\$1,193.00	\$1,301.00
2 Hr. Load Bank Testing	\$550.00	\$600.00	\$654.00
4 Hr. Load Bank Testing	\$850.00	\$927.00	\$1,011.00

FS2

2.	Year 1-3	Year 4-6	Year 7-9
Annual Full Service	\$452.00	\$493.00	\$538.00
Semi-Annual Full	\$665.00	\$726.00	\$792.00
Quarterly Service	\$1,094.00	\$1,193.00	\$1,301.00
2 Hr. Load Bank Testing	\$550.00	\$600.00	\$654.00
4 Hr. Load Bank Testing	\$850.00	\$927.00	\$1,011.00

RECEIVED
SEP 13 2024

BY: 9/13/2024 [Signature]

F53

3.	Year 1-3	Year 4-6	Year 7-9
Annual Full Service	\$452.00	\$493.00	\$538.00
Semi-Annual Full	\$665.00	\$726.00	\$792.00
Quarterly Service	\$1,094.00	\$1,193.00	\$1,301.00
2 Hr. Load Bank Testing	\$550.00	\$600.00	\$654.00
4 Hr. Load Bank Testing	\$850.00	\$927.00	\$1,011.00

Civic Center - Cummins

4.	Year 1-3	Year 4-6	Year 7-9
Annual Full Service	\$452.00	\$493.00	\$538.00
Semi-Annual Full	\$665.00	\$726.00	\$792.00
Quarterly Service	\$1,094.00	\$1,193.00	\$1,301.00
2 Hr. Load Bank Testing	\$550.00	\$600.00	\$654.00
4 Hr. Load Bank Testing	\$850.00	\$927.00	\$1,011.00

700 Broadway

5.	Year 1-3	Year 4-6	Year 7-9
Annual Full Service	\$452.00	\$493.00	\$538.00
Semi-Annual Full	\$665.00	\$726.00	\$792.00
Quarterly Service	\$1,094.00	\$1,193.00	\$1,301.00
2 Hr. Load Bank Testing	\$550.00	\$600.00	\$654.00
4 Hr. Load Bank Testing	\$850.00	\$927.00	\$1,011.00

CC - Stand by Generator

6.	Year 1-3	Year 4-6	Year 7-9
Annual Full Service	\$1,047.00	\$1,142.00	\$1,245.00
Semi-Annual Full	\$1,261.00	\$1,375.00	\$1,499.00
Quarterly Service	\$1,689.00	\$1,842.00	\$2,008.00
2 Hr. Load Bank Testing	\$700.00	\$763.00	\$832.00
4 Hr. Load Bank Testing	\$1,000.00	\$1,090.00	\$1,189.00

Prices listed are per year and during normal business hours.

Terms and Conditions:

Prices are FOB Grand Rapids, MI, our dock. Payment terms are Net 30 days (subject to credit approval). Quotation is valid for 60 days. Prices do not include any applicable sales or use taxes.



Total Energy Systems, LLC

RECEIVED
SEP 13 2024



BY: 9/13/2024 [Signature]

PLANNED MAINTENANCE AGREEMENT

This planned maintenance agreement is entered into by **TOTAL ENERGY SYSTEMS** and the Generator Set owner named below for the purpose of maintaining the standby generator set(s) and associated equipment listed below, and to minimize the necessity of emergency attention, thus assuring efficient upkeep practices by trained technical personnel at a minimum cost.

After each planned maintenance inspection, a completed checklist will be submitted to the owner. If any deficiencies are found with the equipment, an estimate for repairs will be provided to the generator set owner at regular rates.

It is understood that this agreement does not include any parts, labor, or travel expenses to repair damage caused by abuse, neglect, accident, theft, acts of a third person, forces of nature, or altering the equipment. This agreement does not include any major engine failure or generator overhaul. This will be negotiated under a separate purchase order. **TOTAL ENERGY SYSTEMS** shall not be responsible for failure to render the service for causes beyond its control, including strikes and labor disputes. This agreement is not assignable without the consent of **TOTAL ENERGY SYSTEMS** and will remain in force until cancelled by either party through written notice to the other.

TOTAL ENERGY SYSTEMS shall have no responsibility to the owner for special consequential damages, including loss of time, injury to person or property or any other consequential damage or incidental or economic loss. All other warranties, expressed and implied, including merchantability and fitness for a particular purpose, are hereby waived, disclaimed and excluded.

Please indicate the service(s) you would like Total Energy Systems, LLC to perform:

- | | | |
|--------------------------|--------------------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> Annual | <input type="checkbox"/> 2 hour Load Bank Test |
| <input type="checkbox"/> | <input type="checkbox"/> Semi Annual | <input type="checkbox"/> Four Hour Load Bank Test |
| | <input type="checkbox"/> Quarterly | <input type="checkbox"/> NFPA 110 2/2/4 Hour Load Bank Test |

Please indicate the service(s) for which you would like estimates:

- | | |
|---|--|
| <input type="checkbox"/> Generator Monitoring | <input type="checkbox"/> Temporary Power during Maintenance |
| <input type="checkbox"/> Fluid Analysis | <input type="checkbox"/> ATS Maintenance |
| <input type="checkbox"/> Thermal Imaging | <input type="checkbox"/> Battery Replacement W/ PM Every 3' Year |

Please indicate the month you would like the Maintenance work completed: _____

Please indicate the length of the agreement you would like: _____ Year(s) or T&M (Market Price)

IT IS MUTUALLY UNDERSTOOD THAT THIS PROPOSAL SETS FORTH OUR ENTIRE AGREEMENT

Customer pre-authorizes Total Energy Systems to perform additional service work on each visit (if required) as long as said work does not exceed \$_____. (use 0.00 if not authorizing) Authorized initials:_____. If additional work will exceed the maximum as stated, an estimate for additional work will be generated and should be forwarded to: (Name, Address, Email)

Customer:

Purchase Order:

Signature: _____ DATE: ____ / ____ / ____

4324 Airline Drive SE • Grand Rapids, Michigan 49512 • 616-971-0141 • 888-341-5610 • Fax: 616-971-0146
2211 American Boulevard • De Pere, Wisconsin 54115 • 920-964-1400 • 888-548-1400 • Fax: 920-964-1409
9330 James Ave S • Bloomington, Minnesota 55341 • 651-925-3183 • 866-583-1671 • Fax: 952-767-1681
8575 N. 87th Street • Milwaukee, WI 53224 • 414-357-7900 • 800-236-6626 • Fax: 414-357-6278
29905 Anthony Drive • Wixom, MI 48393 • 877-917-9797 • 800-236-6626 • Fax: 414-357-6278

RECEIVED
SEP 25 2024
BY: 9/25/2024



Total Energy Systems, LLC

FIELD SERVICE RATE SCHEDULE (Effective 01/08/2024)

Hourly rates and mileage are billed portal to portal for scheduled work. Emergency calls are billed from technician notification until return to point of departure or return to their branch office.

Standard Rate	\$200.00 per hour
7am to 4:30pm on weekdays, non-holidays	
Overtime Rate	\$300.00 per hour
4:30pm to 7am on weekdays, non-holidays Until midnight Friday	
Saturday Overtime Rate	\$300.00 per hour
12am to midnight on Saturdays	
Sunday/Holiday Overtime Rate	\$400.00 per hour
12am to Midnight on Sundays or holidays where Total Energy Systems is closed	
Mileage Rate	\$3.50 per mile
Billed portal to portal from closest Total Energy Systems branch	
Service Support Fee	\$14.00 per hour
Service Technology Fee	\$50.00 per service call
Emergency Call-out	Applicable rate, 4 hour minimum
Miscellaneous Charges	
Shipping	Billed at cost
Lodging & meals	Billed at cost

These rates are subject to change without notice.

Emergency Call-outs requested prior to weekday end of business will be classified as an Emergency Call-out and Overtime rates will apply



MEMO

TO: Planning Commission
FROM: Joan Rusch, Executive Assistant
DATE: October 11, 2024
SUBJECT: Master Plan Implementation – Giffels Webster Proposals

Agenda Type	Old Business
Action Required	Discussion
Background	Last month the Planning Commission asked the planners to provide proposals to assist the Commission in implementing action items from the Master Plan. Two high priority items are Reconvening the Dixie Highway Strategic Planning Committee and completing a Zoning Audit.
Support Materials Attached	<ul style="list-style-type: none">• Proposal to reconvene and support the Dixie Highway Strategic Planning Committee• Proposal for a Zoning Audit
Motion Template	None

memorandum

DATE: October 1, 2024
TO: Laura Moreau, Township Supervisor
FROM: Jill Bahm, Julia Upfal, and Stephanie Osborn, Giffels Webster
SUBJECT: **Proposal to Reconvene and Support the Dixie Highway Strategic Planning Committee**

Introduction

With the conclusion of the Master Plan process, the Planning Commission currently has a bit more bandwidth and time to consider updates to the zoning ordinance. During the September Planning Commission meeting, the Commissioners discussed two key priorities for the coming year: conducting a zoning ordinance audit and reconvening the Dixie Highway Strategic Planning Committee. This memo outlines the scope of work and associated costs to reconvene the Dixie Highway Strategic Planning Committee (DHSPC).

DHSPC History

The Dixie Highway Corridor has been the focus of many plans and studies in Springfield Township. For years, the Township has coordinated efforts to evaluate limitations, explore opportunities, and establish appropriate land use regulations for the Corridor.

- In 2000, the Township adopted the first standalone Dixie Highway Corridor Plan
- In 2008, a steering committee formed to discuss the plan and strategies for the corridor, resulting in the recommendation for a utility study.
- In 2014, a utility study was adopted by the Township Board, with recommendations for utility needs on the corridor.
- In 2016, the Township adopted a Master Plan included recommendations that served as the foundation for the DHSPC
- Following adoption, the DHSPC provided recommendations for the Dixie Highway Design Guidelines and a new expedited review and flexible zoning process
- In 2023, the Township completed a new Master Plan. This served as an opportunity to reflect on strengths and weaknesses in the design guidelines and ordinance. The Master Plan recommended reconvening the DHSPC to continue building on past efforts.

Key Issues

In alignment with the Master Plan, the Township Board may wish to consider reconvening the DHSPC to review and discuss policy recommendations for the corridor.

The following items were identified in the 2023 Master Plan as potential considerations for this group:

- **Reviewing the Existing Design Guidelines:** The existing design guidelines have been in place since 2021 with demonstrated success, guiding development to meet the Township's vision for the corridor. However, upon implementation of the guidelines, some areas have surfaced as potential opportunities for review. For example, the lighting guidelines do not have a requirement for spacing between light poles, and this has led to some inconsistency in street lighting along the corridor. In addition, the DHSPC may wish to review which standards are *encouraged* and which are *required* to see if additional requirements or flexibility may be necessary. Further, the Planning Commission

- **Kick-off meeting:** We will help the Strategic Planning Committee facilitate a kick-off meeting to select a chair and discuss the key goals of the committee. During this meeting, the Planning Consultant will lead a presentation reviewing the current Dixie Highway regulations and recommendations in the Master Plan. Planning Commission participation in this meeting may be incorporated if desired.
- **Process Refinement:** Up to three 2-hour discussions between our team and steering committee will be conducted to determine focus priorities for this project based on the recommendations of the Master Plan. These meetings will culminate in a more refined list of policy topics for the Steering Committee to discuss, considering the appropriate order, stakeholder input, and background research that will be needed to proceed.
- **Topic Area Meetings:** Our team will provide the DHSPC meeting materials for up to ten different topic area policy discussions. Meeting materials will include questions for discussion, background information, maps, best practices, and examples from other communities, where appropriate. Working independently, the DHSPC will determine the appropriate number of meetings necessary to provide policy directives for each policy topic. Our team will not attend these meetings to reduce costs and allow greater flexibility for the number of Strategic Planning Committee meetings that may be needed. We will provide meeting templates to help the committee record notes and provide a summary of decisions made regarding policy direction to our team. If additional background research or clarification is needed, requests should be submitted to our team. If we feel that substantial research is needed, we will advise the Township as to the time/fees before proceeding.
 - **Optional Check-in Meeting:** A check-in meeting with our team and DHSPC mid-way through the process to review questions and provide updates on progress to date.
- **Policy direction meeting:** The Strategic Planning Committee will meet with our team to review findings and recommendations for each topic area and discuss their desired direction. Using the information provided by the Strategic Planning Committee, we will craft language.
- **Final Draft:** The Strategic Planning Committee will meet with our team to review the draft policy language and discuss any additional changes that need to be made. The resulting draft will go to the full Planning Commission for review and discussion.
 - Additional meetings to discuss the draft language can be added as outlined below.

We anticipate that additional feedback from the Planning Commission may result in changes to the proposed draft language. Any work conducted following the Planning Commission meeting will be charged hourly or applied to the regular planning retainer.

Phase	Senior Planner		Associate Planner		Total
	Hours	Cost	Hours	Cost	
Kickoff meeting	3	\$360	3	\$315	\$675
Process Refinement	10	\$1,200	10	\$1,050	\$2,250
Topic Area Meetings: <i>Consultant provides background/packet information</i>	15	\$1,800	10	\$1,050	\$2,850
Policy Direction Meeting	3	\$360	3	\$315	\$675
Draft language	30	\$3,600	20	\$2,100	\$5,700
Final Draft Discussion	3	\$360	3	\$315	\$675
Total	64	\$7,680	49	\$5,145	\$12,825
Optional check-in meeting	2	\$240	2	\$210	\$450
Additional meetings to review draft language	2	\$240	2	\$210	\$450

Note: Costs include the time needed for meeting preparation.

memorandum

DATE: October 10, 2024
TO: Laura Moreau, Township Supervisor
FROM: Jill Bahm, Julia Upfal, and Stephanie Osborn, Giffels Webster
SUBJECT: **Zoning Audit Proposal**

Introduction

With the conclusion of the Master Plan process, the Planning Commission currently has a bit more bandwidth and time to consider updates to the zoning ordinance. During the September Planning Commission meeting, the Commissioners discussed two key priorities for the coming year: conducting a zoning ordinance audit and reconvening the Dixie Highway Strategic Planning Committee. This memo outlines the scope of work and associated costs for the zoning ordinance audit.

The Audit

While the Master Plan offered long-term policy recommendations to help guide zoning language, additional review of the zoning ordinance should be done to consider logical flaws, uncover discrepancies, update legal references, and make the ordinance easy to interpret and enforce. A Zoning Ordinance Audit will help the Township consider zoning priorities holistically, culminating in a comprehensive checklist of key amendments. This will allow the Township to prioritize changes to the ordinance that will achieve the Master Plan policy goals, in coordination with technical improvements.

Springfield Township's ordinance was originally adopted several decades ago, and its current structure and formatting reflects the era in which it was originally written, as does a fair amount of the language in the code. The Zoning Audit report will be delivered in pdf format so that it can be shared on the Township's website. The audit will:

- Describe alignment of existing zoning language with the Master Plan and state and federal law (we note that we are not attorneys, and this is not a legal review)
- Review current organization, format, and definitions.
- Review existing zoning districts and permitted uses.
- Review existing site standards such as landscaping, parking, signs, etc.
- Review development review process for all types of approvals required in the Zoning Ordinance
- Review administrative language.
- Review ordinance in relation to recognized best practices in planning and zoning
- Review ordinance and map to consider impact of regulations on sustainability and equity outcomes.
- Compare the Zoning Map and Future Land Use Plan categories to determine likely modifications and potential for consolidation of districts and creation of new districts, overlays, and/or form-based regulations.
- Provide a checklist for amendments to be undertaken following the audit.

Most of this work would be done outside of Planning Commission meetings by Giffels Webster staff and would likely take 2-3 months to complete, with a final report being provided to the Planning Commission for their review and use to prioritize further work.

Project Cost: \$5,100

Senior Planner: 25 hours at \$120/hour: \$3,000

Associate Planner: 20 hours at \$105/hour: \$2,100

Next Steps

Discuss and consider the proposed scope and refine as necessary.

Memo

Township Board

To: Township Board
From: Chris Benedict
Date: November 6, 2024
Re: Civic Center Internet Service

The Civic Center has been utilizing Comcast Business broadband service as our primary Internet provider for the past 10 years. Broadband Internet service is delivered via coaxial copper cable, the same as what most people generally use for their homes. In fact, though Comcast Business is operated separately from the "Xfinity" branded residential service, the bandwidth provided by both is "shared" and provided through the same infrastructure, meaning heavy Internet use in an area that shares Comcast infrastructure can reduce the bandwidth received by others in the same area.

Broadband Internet service is also asymmetrical – meaning your download and upload speeds are not the same. For example, the Civic Center currently utilizes a package with 1.2 Gbps (gigabits per second) download speeds and 30 Mbps (megabits per second) upload speeds.

The service provided by Comcast's broadband has for the most part been excellent. In the past few months, however, we've been experiencing intermittent Internet outages, ranging from a few minutes to several hours. Our Comcast government representative and the assigned technicians worked diligently in trying to solve the problem, and eventually faulty equipment was found on the pole near the Civic Center entrance, but the persistent issue took months to resolve, and was extremely disruptive to Township operations, including phone service.

Fiber Internet is delivered through cable containing one or more strands of glass filament, using pulses of light to transmit data. This is considered a much more stable, reliable form of Internet delivery, and fiber service is generally covered by Service Level Agreements that provide a significantly higher level of support than broadband users receive.

Fiber Internet is also synchronous, meaning you receive the same upload speed and download speed. This is important, as upload speeds play an increasingly prominent role in our Internet-related services, such as phone service and transmission of data to web-based applications like our County-hosted Tax system.

We have periodically evaluated fiber Internet options, but the cost – often more for one facility than what we pay for Internet for all facilities combined – has been prohibitive. However, those costs have become more competitive in recent years. While the recent issues with our broadband service appear to have been resolved for now, the problems highlighted how detrimental even brief Internet outages can be to Township operations. As a result, Supervisor Moreau, Treasurer Dubre, and Clerk Miller all expressed support for exploring options to migrate to a fiber Internet service.

Three options were evaluated for fiber service: Comcast, AT&T, and Merit Networks.

Merit is a non-profit that in some cases provides fiber services directly to public entities, but also arranges service through third parties when necessary. Merit does not have fiber infrastructure in this area, and the cost for them to facilitate service through a third party was the highest of the three.

AT&T has fiber service to the Civic Center, and is used by the Library (through the Library Network), and by the OCSO substation (through Oakland County). We did explore utilizing one of those circuits, but those options were not suitable for primary Internet usage.

Service directly through AT&T was quoted at \$533 per month for a 150Mbps download/150Mbps upload package. There would be a one-time \$150 installation cost, with another \$1,000 of the installation cost covered by AT&T. This would be for a 36-month term.

Comcast provided a quote for 200Mbps/200Mbps service at \$390 per month. As Comcast does not have a fiber line to the Civic Center, a buildout to connect from the street would be required, but Comcast is covering that cost of approximately \$16,000. This would be for a 60-month term.

A review of the service agreements provided by AT&T and Comcast showed no significant differences. Greg Need reviewed the Comcast service agreements and noted some things to be aware of, particularly the 30 day payment requirement, which I have requested be amended to allow for payment within 60 days of invoicing.

Given the difference in cost and bandwidth between the two proposals, I would recommend contracting with Comcast to switch to fiber Internet service. I believe for a slightly higher monthly cost (we currently pay \$255 per month for Comcast broadband) the Township will receive higher quality, more reliable Internet service.

Given the Township's increasing reliance on web-based applications & services, I would also recommend implementing a backup Internet source, but I don't have enough information to provide a specific recommendation at this point. We are currently evaluating Verizon's cellular-based Internet, and investigating utilizing either the Library or County's AT&T fiber as a backup. There would also be the option of retaining Comcast broadband at a lower, less expensive bandwidth as a failover option. I or my successor will continue evaluating these options.

Suggested motion: Authorize the Supervisor to enter into agreement with Comcast Business to provide Ethernet Dedicated Internet Services (also known as fiber Internet) at the Springfield Township Civic Center, including the buildout of the connection to the building, at a cost of \$390 per month for a period of 60 months.

Memo

Township Board

To: Township Board
From: Chris Benedict
Date: November 6, 2024
Re: IT Assistance

In recognition of the difficulty my departure could potentially present to the continuity of business operations for the Township, I would like to offer assistance with IT services in whatever manner the Board feels is appropriate, within the time constraints of my schedule. This could include assistance with website/cable channel updates, coordination of/assistance with ongoing projects, troubleshooting of issues, or assistance with onboarding new IT staff or service provider/support vendors. I can also assist with recording/publishing Board meetings and/or getting someone up to speed doing that if desired.

Obviously this assistance would have to be provided after hours or during weekends. Darren of Shore Tech Services, a longtime support vendor who is familiar with our IT systems and environment, is aware of the situation and can provide emergency daytime support if necessary. ITPartners+, who provides our backup system services and is taking over management of our firewall licensing, is expected to prepare a proposal to provide remote IT support services as well.

To arrive at an estimate of the time required to perform website updates, cable updates, meeting management, and troubleshooting of minor PC/printer issues, I reviewed this year's helpdesk support tickets, as those functions are primarily what tickets are submitted for. Based on that review, I would estimate approximately 20-25 hours per month are spent on those functions.

In discussing potential compensation scenarios, Treasurer Dubre suggested an agreement structured as my providing services as a contractor, with a monthly pay of \$2,500. This equates to roughly \$100 per hour, based on our IT support vendor's rate of \$130 per hour. While recognizing assistance may be required beyond December 31, we discussed evaluating the Township's needs at that time and adjusting any agreement accordingly.

Please feel free to contact me if you have any questions.

CB

Memo

To: Township Board
From: Chris Benedict
Date: 11/7/2024
Re: Firewall Support Services

In September we engaged with ITPartners+, the vendor we've been partnering with for our backup system services, to replace the Civic Center firewall, which just turned five years old and has been experiencing intermittent connectivity glitches that extensive troubleshooting by myself and our support vendor could not resolve. We obtained replacement quotes from New Era, our current support vendor, and ITPartners+. The quotes for hardware and firewall licensing were similar, but the installation service cost from ITPartners+ was significantly lower than New Era's quote, resulting in the decision to go with ITPartners+.







As part of that process, we also obtained quotes from both vendors for providing firewall management services. These services include troubleshooting issues, performing firmware updates, and making configuration changes. While ITPartners+ quote came in lower than New Era's, both were a significant increase – nearly quadruple – to what we had been paying. We therefore decided to take on firewall management in-house, and request as-needed support from Shore Tech Services if necessary.

With my departure, I believe it makes sense to revisit this issue. I plan to assist with implementation of the new Civic Center firewall, which should be taking place within the next two weeks. But being I will not be available during work hours to coordinate with staff or support vendors should issues with our firewalls arise, my recommendation would be to engage with ITPartners+ for firewall management services for a one-year period. This takes an area of responsibility off the plate of a new IT Manager while they get up to speed and acclimated with Springfield's operations, and with ITPartners+ managing both the backup system and firewalls should provide a more efficient response in a disaster recovery scenario.

Recommended motion: Authorize the Supervisor to enter into agreement with ITPartners+ to obtain Fortinet Security Bundle and FortiCare licensing, and provide firewall management/support services for four (4) Township firewalls for a one-year period at a monthly cost of \$656 with a one-time setup cost of \$916.

Your Investment

Quote details to explain the upfront and monthly costs below.

Managed Networking				\$656.00	
Product		Quantity	Price	Amount	
 Networking - Fortinet - Fortigate 80F UTM Security Bundle w/MM *Civic Center*	Monthly	1	\$229.00	\$229.00	
 Networking - Fortinet - Forticare for FS-108F-FPOE w/MM *Civic Center*	Monthly	1	\$34.00	\$34.00	
 Networking - Fortinet - Forticare for FAP-231F w/ MM *Civic Center*	Monthly	4	\$15.00	\$60.00	
 Networking - Fortinet - Fortigate 40F UTM Security Bundle w/MM *Fire Station 1*	Monthly	1	\$99.00	\$99.00	
 Networking - Fortinet - Fortigate 60F UTM Security Bundle w/MM *Fire Station 2*	Monthly	1	\$135.00	\$135.00	
 Networking - Fortinet - Fortigate 40F UTM Security Bundle w/MM *Fire Station 3*	Monthly	1	\$99.00	\$99.00	

One-Time Fees				\$916.00	
Product		Quantity	Price	Amount	
 SME- Professional Services		4	\$229.00	\$916.00	

One Off	\$916.00
Monthly 	\$656.00
Shipping	\$0.00
Tax	\$0.00
Total	\$1,572.00

Terms

Master IT Services Agreement (MSA)

By accepting this quote, you, hereby referred to as the "Partner," represent that you possess the authority to enter into this agreement. You commit to any recurring services presented in this quote for an initial term of one (1) year, which will thereafter automatically renew for successive twelve (12) month terms, as outlined in the ITPartners+ Master Services Agreement. You also acknowledge and consent to be entirely bound by the terms and conditions set forth in the said Master Services Agreement, available at <https://quote.itpartners.com/termsofservice>.

Service Level Agreement (SLA)

Introduction:

This Service Level Agreement documents the relationship between ITPartners+ (also referred to as ITP) and the customer (also referred to as the partner). This SLA includes the agreed upon Ticket Methods, Service Request Response Time, Partner Requirements, and Service Provider Requirements.

We recognize that since 2019 our first response times average for all tickets has been below five minutes. However, these response guidelines were developed to hold us accountable, even under unexpectedly heavy workloads.

Also, this document covers response time. We cannot guarantee resolution times since many of our services rely upon third parties.

Definitions:

Ticket: Tickets are service requests that are submitted to ITPartners+ as a formal request. Tickets are either submitted via phone call or emailed to ticket@itpartners.com. For Fully Managed partners a Help Button method will also be available. It should be noted that only tickets are counted against the SLA, whereas communication directed to specific people through email, phone calls and texts, etc. are not.

Fully Managed: Organizations without an established IT Department, wherein ITP is responsible for all IT-related services. This designation will be specifically indicated on a signed quote.

Co-Managed: Organizations with an existing IT Department that collaborates with ITP for specific services or solutions.

Ticket Methods:

Standard Business Hours Support

Available 7:30AM to 5:00PM Monday – Friday (excluding Holidays)

- Help Button: Submit a ticket via the Help Button connected to the monitored PC (Preferred method)
- Telephone Support: (616) 828-1010
- Email Support: ticket@itpartners.com

Emergency Email Support

Available After-Hours, Weekends, Holidays, and Emergencies during Business Hours

- Email: emergency@itpartners.com

Service Request Response Time:

Each ticket receives a severity level that will be initially set by the partner. Depending on the severity of the issue, ITP reserves the right to drop the severity level of any ticket in accordance with the description listed below. Support cases can be assigned one of the following priorities:

Severity Level	Description	Response Time
Low	Issues that do not impact business or backup functions, or do not have time constraints, but may cause problems in the future, such as warning messages or wish list items.	24 business hours
Normal	Issues that do not impact normal business functions, but cause problems with backups, such as failed backups or error messages, minor issues affecting one user, or other similar issues.	10 business hours
High	Issues that impact business, but do not hinder normal operations.	4 business hours
Emergency	Issues that directly impact business functions and hinder normal operation during normal business hours.	2 business hours

Note that all tickets deemed as **High** or **Emergency** should be submitted via phone, (616) 828-1010, or the emergency email address (emergency@itpartners.com). Any ticket submitted via the standard channel (ticket@itpartners.com) will automatically be assigned a **Low** or **Normal** priority.

Partner Requirements for Fully Managed:

ITP requires the following from the partner for Remote Monitoring and Management to function as intended:

1. Computers must be left on overnight and on the weekends. This is necessary for ITP to install Windows Updates, install third-party patches, carry out computer maintenance, and remote control. They may be rebooted during the agreed upon normal business hours.
2. Specific ports and port ranges must be opened in the firewall (both hardware and software) to allow ITP to properly monitor and manage all computers. ITP can handle this process if necessary.
3. All applications must be closed out on workstations to allow for computer restarts after updates. Arrangements can be made for specific computers and servers that need to keep critical applications running at all times. The standard patch/reboot window is as follows:
 - Workstation Patching and Reboot: 2:00AM to 5:00AM
 - Server Patching: 2:00AM to 5:00AM
 - Server Reboot: Manually by ITP (usually after 9PM on Wednesday and Saturday)

Partner Requirements for Fully Managed and Co-Managed :

The partner agrees to abide by all access requirements in the MSA so that ITP can effectively resolve tickets.

1. ITP documents the IT environment to the best of its ability based on the scope of services provided. This is critical for assisting the partner, especially during infrastructure downtime. To do this, ITP stores relevant passwords and device information in their secure documentation portal. It is necessary that all relevant passwords and information of managed devices be released by the partner to ITP.
2. ITP maintains response time agreements depending on the severity of the ticket. To resolve tickets as quickly as possible, the partner must be timely and responsive, including answering emails, phone calls, and being available onsite.

Service Provider Requirements [ITPartners+] for Fully Managed Partners:

ITP will also adhere to several requirements to ensure optimal Remote Management and Monitoring. They are as follows:

1. Respond to support cases in accordance with the response times listed in the above chart. Please note that response time is not the same as resolution time, and although ITP will do its best to resolve issues as quickly as possible, it cannot guarantee that all issues will be resolved within the response time.
2. ITP will Remotely Monitor and Manage (RMM) all devices under the initial contract. Any requests to add or remove devices from the list in the initial contract must be requested to ITP in writing before they are added or removed from RMM and billing is updated accordingly. Standard RMM includes the following services:
 - Install and maintain enterprise-grade virus-protection
 - Windows patch management/deployment
 - Hardware health monitoring
 - Software updates
 - Third-party patch management
 - Preventative maintenance, including disk defrag and disk cleanup
 - 24-hour monitoring of critical events
 - Purchasing assistance
 - Full documentation of IT environment
3. ITP will put all Technology Recommendations in writing. If partner chooses to not go forward with any Technology Recommendations as outlined by ITP, ITP reserves the right to remove the device from specific SLA terms. ITP will always put forward a good faith effort to continue to support the device, but in the instance ITP deems the device out of date or unusable, it may not be possible to resolve issues in accordance with the **Service Request Response Time** chart listed above.
4. At ITP's discretion, we will remove software that we deem is not conducive to business operations. This may require remote control of monitored computers.

Remote Control Policy:

Part of Remote Monitoring and Management (RMM) is the installation of remote-control software on every managed computer. By default, when purchasing RMM ITP has access to view the screen as well as remotely connect to every computer that is under the RMM contract. If the partner does not want to grant ITP universal access, arrangements can be made requiring the partner to grant remote access on an individual basis.

Violation of SLA:

Although ITP strives to respond to every ticket before the agreed upon response time, in the instance where this does not transpire, this SLA limits the monetary penalty of ITP to \$50 per violation. Requests must be received in writing with proof of claim.