

**BOARD OF TRUSTEES  
REGULAR MEETING  
October 14, 2021 | 7:30 P.M.**

**SPRINGFIELD**  
CHARTER TOWNSHIP



**MEETING LOCATION & FORMAT**

This meeting will be held with a quorum of the Township Board at the Springfield Township Civic Center meeting room, 12000 Davisburg Road, Davisburg. The public has the option to attend the meeting in-person or participate remotely via phone/video conference.

**INSTRUCTIONS FOR REMOTE PARTICIPATION**

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>

Please utilize the "Raise Hand" function on your computer or Zoom phone app if you wish to speak during public comment periods. If you are calling by phone, press \*9 to raise your hand

**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. Persons with hearing impairment may connect to the meeting via telephone through Michigan Relay Service by dialing 711 from an assistive communications device (reference telephone number and meeting ID above).

**PUBLIC COMMENT**

Please utilize the mute function on your phone or computer, when appropriate. Members of the public will be invited to speak during the public comment period and will be given the opportunity to comment prior to taking a vote on a motion. Questions and comments may be submitted in advance of the meeting to the Township Clerk at [clerk@springfield-twp.us](mailto:clerk@springfield-twp.us) or 248-846-6510.

**AGENDA**

**Call to Order**

**Pledge of Allegiance:**

**Roll Call**

**Agenda Additions & Changes**

**Public Comment**

**Consent Agenda**

- a) Approve Minutes: Regular Meeting of September 9, 2021
- b) Accept September 2021 Treasurer's Report
- c) Receive September 2021 Monthly Reports: Building, Electrical, Plumbing, Mechanical, Ordinance, Fire, Police, CDBG, Comp Time, IT, and Natural Resources
- d) Authorize payment of bills: September Additional Disbursements totaling \$303,198.88 and October 2021 Bills List totaling \$1,570,537.08
- e) Adopt Resolution 2021-12, Permit for work in State Trunkline Right of Way
- f) Adopt Resolution 2021-13, To Adopt 2022 Poverty Exemption Guidelines and Standards
- g) Appoint Bruce McCallum to Dixie Lake Improvement Board for a 3-year term expiring October 2024
- h) Authorize renewal of the BASIC FSA for 2022 with the employee contribution maximum maintained at \$2,500
- i) Approve 2021 Smart Municipal Credits of \$13,718 to Independence Township for transportation of seniors and disabled adults
- j) Award bid to "Back to Black Sealcoating LLC" to crack fill, sealcoat and restripe the parking lots of the three Fire Stations at a total cost not to exceed \$9,400
- k) Authorize the Supervisor to respond to the Road Commission for Oakland County that the Township Board has no objection to the proposed abandonment of a portion of Davisburg Road within Ellis Creek Estates, west of Peaceful Valley
- l) Authorized Treasurer to place the delinquent Sewer account for parcel 07-24-101-046, otherwise known as 9065 Bavarian Court, on the 2021 Winter Tax Bill in the amount of \$2,143.35
- m) **Receive Communications:**
  - Memo from Erin Mattice regarding the reprogramming of CDBG funds

**PRENSTATION:**

1. New Firefighters Introduction and Oath

**OLD BUSINESS**

1. Civic Center Parking Lot Repaving and Carport Installation
2. Sheriff Substation Relocation to Civic Center

**NEW BUSINESS**

1. Dixie Lake Improvement Board Boat Launch
2. Review letters of interest for Trustee Vacancy
3. Fire Department ALS Transition Plan
4. American Rescue Plan Act Funding discussion
5. Treasurer's Department Updated Job Descriptions
6. Set Budget Hearing Date

**Public Comment**

**Adjourn**

Minutes of  
**BOARD OF TRUSTEES**  
**REGULAR MEETING**  
**September 9, 2021**

**SPRINGFIELD**  
CHARTER TOWNSHIP



Sean R. Miller, Clerk

**Call to Order:** Supervisor Moreau called the September 9, 2021 Regular Meeting of the Springfield Township Board to order at 7:30 pm at the Springfield Township Civic Center with members of the public onsite in the Conference Room and remotely via phone/video conference. She reminded that the Board is reviewing meeting options and may be migrating to a live stream option, eliminating the ability for public comment via Zoom.

### **Pledge of Allegiance**

### **Roll Call:**

#### **Board Members Present**

Laura Moreau	Township Supervisor
Sean Miller	Township Clerk
Jamie Dubre	Township Treasurer
Jason Pliska	Township Trustee
David Hopper	Township Trustee
Dennis Vallad	Township Trustee

#### **Board Members Not Present**

Marc Cooper

#### **Others Present**

Greg Need	Township Attorney
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### **Agenda Additions & Changes:**

Presentation: New Firefighters and Oaths will be postponed until the October Regular Board Meeting, as Chief Feichtner is unable to join the meeting in person.

With deep sadness, Supervisor Moreau announced that Township Trustee Marc Cooper passed away this morning. He has been a Trustee on the Board for 13 years and served on several other Boards and associations. Thoughts and prayers go out to Marc's family as they mourn their loss, especially after losing Marc's wife of 51 years last August. Marc Cooper will be greatly missed.

Add as new business add 3) Board vacancy

### **Public Comment:**

none



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## **Consent Agenda:**

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

- a) Approve Minutes: Regular Meeting of August 12, 2021 and Joint Meeting of Township Board and Planning Commission of August 24, 2021
- b) Accept August 2021 Treasurer's reports
- c) Receive August 2021 Monthly Reports: Building, Electrical, Plumbing, Mechanical, Ordinance, Fire, Police, Comp Time, CDBG, IT and Natural Resources
- d) Authorize payment of bills; August Additional Disbursements totaling \$382,217.32 and September Bills List totaling \$39,766.07
- e) Approve contribution to Clarkston Area Youth Assistance for 2021 in the amount of \$3,500
- f) Adopt Resolution 2021-10 National Recovery Month
- g) Adopt Resolution 2021-11 National Suicide Prevention Month
- h) Receive Communications:
  - Received Holly Area Youth Assistance Board of Directors minutes of August 5, 2021

## **Presentation:**

1. ~~New Firefighters Introduction and Oath~~ Removed from Agenda

## **Old Business:**

1. Fire Department Phased Transition to ALS – Update from Chief Feichtner

Chief Feichtner (remotely) updated the Board on the phased transition to ALS. He reported that the Department is still in first phase. Payer numbers have been set up and we have the ability to back-bill for transports. A few transports have been completed and billed already, allowing to department to evaluate the progress. Chief Feichtner explained that the first County approval applied for and successfully achieved is the PSRO (Professional Standards Review Committee). The next approval needed is by the Medical Control





Committee scheduled for September 23. If the approval is achieved, the next review is by the Medical Control Board of Directors (scheduled for October 1, 2021). If that review is successful, the Department is able to notify the State of County approval and within 15 days, State inspection will occur, giving 2 weeks to adjust for State recommendations. Chief Feichtner noted that they are proceeding along with plan and making good progress.

Chief Feichtner thanked Chris Haney at Star EMS, Treasurer Dubre, Supervisor Moreau, Captain Strickland for the team effort pushing this forward

Supervisor Moreau noted that there will be other decisions to be made at the October meeting so that the project remains on track to begin the “trial phase” on November 1.

### **New Business:**

1. Mill Pond Dam Project – 100% design engineering plans and Phase III approval

Supervisor Moreau reported that on August 31, 2021, the final Public Outreach meeting of the Preliminary Engineering and Park Conceptual planning phase took place. At the meeting was a presentation of the 100% complete design engineering (presentation materials present in the Board packet). Also discussed at the outreach meeting were projected expense, grants received, restoration plans, and the planned improvements to Davisburg Road. There were approximately 80 people in attendance.

Earlier in year, the presentation of the 50% complete plans was displayed (December-February), survey responses were collected and reviewed. A complete public engagement report was presented to the Board. The Township was well represented at the August 31<sup>st</sup> Public Outreach meeting, with members of the Township Board, Park Commission, Planning Commission, and staff present.

Supervisor Moreau explained that the next phase would be to move on to the permitting process and preparing final construction drawings and preparing bid specifications. Oakland County Parks and Recreation has reviewed and voted unanimously to move on to the next phase. The total cost for the next phase is \$84,725 and an overview of the detailed phases and the necessary funding is included in the Board packet. Other than Roadway and safety improvements of Davisburg Road, all costs of the next phase subject to 55%/45% split between Oakland County and Springfield Township.



Minutes of  
**BOARD OF TRUSTEES**  
**REGULAR MEETING**

**September 9, 2021**

**SPRINGFIELD**  
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Sean R. Miller, Clerk

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- \* Trustee Hopper moved to conceptually approve the 100% design engineering drawings and engineer's opinion of cost of the Mill Pond Dam removal and restoration project and concur with Oakland County Parks and Recreation Commission's approval to amend AECOM contract #5528 in the amount of \$84,725; to proceed to Phase III of the project for final construction drawings, specifications, permitting and bidding; expense for Phase III to be split 55% to Oakland County Parks and 45% to Springfield Township per the cost sharing agreement between the two agencies. Trustee Vallad supported the motion.

Ed Davis of Fairbanks Alaska, whose great-great-grandfather was Cornelius Davis, read a passage from a family history book published in the 1980's. He requested the Board evaluate the addition of a pond/waterfall/rapids of the original size to the plans.

**Vote on the motion. Yes: Dubre, Hopper, Miller, Moreau, Pliska and Vallad; No: none; absent: none. The motion carried by a 6 to 0 vote.**

2. Proposal to relocate Sheriff Substation to Civic Center

Supervisor Moreau explained that this proposal was presented and discussed at the joint meeting between the Planning Commission and the Township Board on August 24, 2021. She spoke with Construction Manager Mark Yovich and Facilities Manager Jerry David and various others to get a preliminary cost for drawings and space planning, as there is more involved than just moving walls. Mark Yovich felt that overall, the project looked do-able. The same architect that designed the fire stations would be involved in the planning. Mark gave a preliminary estimate of \$6,500 to prepare drawings for engineering and space planning. The intent is to present a more detailed plan at the October meeting.

Trustee Hopper noted that this building was designed to be flexible and re-compartmentalize.

Supervisor Moreau noted that the Parks and Recreation Department and the Building Department have both been informed of this potential change and support the need for the community.

Trustee Hopper noted the need for relocation of the Sheriff station.

Treasurer Dubre noted that there is plenty of space to expand to include this substation.

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Trustee Vallad noted that accommodating of the moving of departments as they grow was part of the initial design process for the Civic Center.

Clerk Miller asked about increasing the \$6,500 to \$7,000 to accommodate contingencies.

Supervisor Moreau explained that some contingency was already built into \$6,500.

- \* **Treasurer Dubre moved to approve contracting with Mark's Home for Design and space planning services for the substation relocation project at a total cost not to exceed \$6,500 to be charged to the Police Fund under General Expenses Cost Center Repairs and Maintenance line. Clerk Miller supported the motion.**

**Vote on the motion. Yes: Dubre, Hopper, Miller, Moreau, Pliska and Vallad; No: none; absent: none. The motion carried by a 6 to 0 vote.**

**3. Board Vacancy (added under Agenda Additions & Changes)**

Supervisor Moreau commented that while the news of Trustee Cooper's passing is still fresh and it's difficult to discuss, the Township still needs to have a complete Board. She asked the Board to consider what the procedure should be to fill the vacancy and if it was possible to determine a schedule. While the Board has the ability to appoint someone to the Trustee position, she, after meeting with Treasurer Dubre and Clerk Miller, suggested posting for the position with an October 4, 2021 deadline to apply.

Treasurer Dubre noted, so as not to be appear insensitive, that there is a 45-day legal time limit to fill a vacancy on the Board.

Supervisor Moreau explained that the 45-day law needs to be upheld, otherwise the County Clerk calls a special election. This would be an appointment to complete the term only until November 2022. The new Trustee, if they wished to remain on the Board, would have to run for reelection at the next regularly scheduled election for the remaining two years, filing next spring to run and fill the term until November 2024.

Attorney Need noted that since the death was today, the 45 days starts today.

Supervisor Moreau suggested that we post a Notice of Vacancy with a deadline of October 4 so as to review before the October Board Meeting.





A Special meeting may need to be held in October, as the deadline to fill the vacancy is October 23, 2021.

Trustee Hopper emphasized the importance of saving the Township from the cost of a special election.

Trustee Pliska concurred.

Trustee Vallad liked the plan, as it gave time to review applicants so as to limit the number of interviews.

Supervisor Moreau stated that the Notice will be posted on the website, the Township offices, "Township happenings", and in the Oakland Press.

Treasurer Dubre noted that the quicker something is posted, the better.

Clerk Miller will reach out to Attorney Need to work on getting a notice together for publication next week.

**Public Comment:**

Dave Miller, Davisburg Road, asked Treasurer Dubre about the Fishery Habitat grant application of \$350,000 for dam management. He wanted a detailed report stating where the funds were spent.

Supervisor Moreau noted that this is a comment period and not a question/answer period. That opportunity was available at the Public Outreach meeting on August 31.

Treasurer Dubre stated that the \$350,000 has been applied for but funds have not yet been received. The funds state "dam management" but it is for dam removal and restoration.

Mr. Miller again asked where the funds are.

Treasurer Dubre replied that she is certain what funds have been received and stated that she will be held accountable for the funds. The funds are the County's applications and funds will be received and managed by Oakland County, not by Springfield Township. She stated for the record that Springfield Township will pay their proportionate share, less that money that goes toward that project that will be paid out by Oakland County.

He would like to know when the dam will be torn out.

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Sean R. Miller, Clerk

Supervisor Moreau explained that the projected timeline was reviewed at the Public Outreach meeting. This evening's decision by the Board gave permission to move forward to the next phase of Construction Engineering, Permitting and Bid Specs. If all moves forward as planned, the intent would be to begin next April and this was stated several times in the information meeting and included in the presentation. April 2022 allows for a specific timeframe that MDEQ would allow for the water to be let down in the pond. If all goes as planned, the intent is for Davisburg Road to be closed June-July for construction.

Tim Mauro-Vetter noted that last month he had asked for links for documents presented at the Board Meeting to be made available before the meeting. He was not able find links to review Phase III of the Dam approval links documents.

Tim appreciated having the ability to participate in this meeting remotely. He expressed that his only challenge is finding documentation or a link to documentation pertaining to information addressed in the meetings.

Clerk Miller said that the plan was to have that on the website this month, but unfortunately, he was out of the office last week and that did not happen. Clerk Miller asked Mr. Mauro-Vetter to e-mail him, and Clerk Miller will email any needed information. Clerk Miller's intent is to have all documentation ready for the public on Tuesday morning before the meeting.

Supervisor Moreau noted that any information on the posted agenda is available upon request at any time from the Clerk's office.

Dave Miller asked for a moment of silence for the passing of Trustee Cooper, which the Board observed.

**Adjournment:**

Hearing no other business, Supervisor Moreau adjourned the Board meeting at 8:14: pm.

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Laura Moreau, Supervisor

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Sean Miller, Clerk



Charter Township of Springfield  
Treasurer's Report  
September 30, 2021

	SAVINGS	CHECK ACCTS	MM & CD Totals	MBIA	COMERICA	CHASE HIGH YIELD	CHASE M.M.	OXMM	HUNTINGTON BANK	STATE BANK	FIFTH THIRD BANK	FLAGSTAR	WATERFORD N.A.	PERSHING		
GENERAL	935,868.82	260.10	1,146,829.65	174,262.95	57,035.28		96,291.19	189,733.33	28,114.80	72,105.60	281,962.87	80,978.13	25,217.10	141,128.40	2,082,958.57	4,420,420.06 General Total
CC CAP	322,555.73		267,531.78			99,099.03	5,812.74			186.98			24,246.29	138,186.74	590,087.51	
ROAD			533,066.45	5,465.00			29,654.38			91,457.78	26,953.70		303,317.13	76,218.46	533,066.45	
PATHWAYS			262,411.19		65,684.22		96,377.44					100,349.53			262,411.19	
MILL POND DAM			304,159.25	53,487.06				178.68				150,432.35		100,061.16	304,159.25	
EMERGENCY RESERVE			647,737.09					25,278.39				262,348.22		360,110.48	647,737.09	
FIRE	455,107.19		1,982,801.19		31,881.77		18,168.25	256,472.75	363,473.91	3,952.93	45,337.49	1,096,312.72	39,547.91	127,653.46	2,437,908.38	2,916,608.95 Fire Total
BUILDING			79,853.45					27,384.15	5,904.19		20,144.41	10,126.64	16,294.06		79,853.45	
Equipment Replacement			398,132.10		101,772.04				11,163.79			87,081.85	68,034.92	130,079.50	398,132.10	
Vehicle Replacement			715.02											715.02	715.02	
Police	777,997.10		2,309,674.75		2,997.75		58,961.71	211,369.03	6,087.11	64,954.55	22,359.70	1,004,649.28	28,903.81	909,391.81	3,087,671.85	865,835.01 P&R Total
Cemetery	16,618.32		96,869.91					66,595.72					23,545.78	6,728.41	113,488.23	
Parks	218,377.21		580,684.79	74,941.89				37,668.01				286,226.35	13,158.51	168,690.03	799,062.00	
PARKS CARD SERVICES	66,773.01		0.00												66,773.01	
Stewardship	20,308.98		109,092.50					109,092.50							129,401.48	
Endowment			207,248.01					6,848.45				200,399.56			207,248.01	
Softwater Lk	13,796.82		5,088.54								5,088.54				18,885.36	
Big Lk	93,576.68		12,324.30					12,324.30							105,900.98	
Dixie Lk	38,626.10		26,965.15					26,965.15							65,591.25	
Susin Lk	26,386.62		7,659.92					7,659.92							34,046.54	297,831.32
Waum Weed	23,239.10		54,880.98					54,880.98							78,120.08	
Eiza Lake	14,172.47														14,172.47	
Lake Totals	196,000.97	0.00	101,830.35	0.00	0.00	0.00	0.00	101,830.35	0.00	0.00	0.00	0.00	0.00	0.00	297,831.32	
Cable	84,856.16		697,087.77			51,293.60	3,678.19				100,701.97	250,873.79	26,560.67	263,979.55	781,943.93	



# Charter Township of Springfield

## Treasurer's Report

September 30, 2021

	SAVINGS	CHECK ACCTS	MM & CD Totals	MBIA	COMERICA	CHASE HIGH YIELD	CHASE M.M.	OXMM	HUNTINGTON BANK	STATE BANK	FIFTH THIRD BANK	FLAGSTAR	WATERFORD N.A.	PERSHING		
Building	29,415.99		164,002.62					6,692.29						157,310.33	193,418.61	575,374.56 Library Total
Library	272,468.22		110,771.30					77,592.93				33,178.37			383,239.52	
LIBRARY RESERVE			192,135.04											192,135.04	192,135.04	
FIRE DEBT			19,128.21					2.94				19,125.27			19,128.21	189,397.39 Improvement Revolving Total
CAPITAL IMPRV PROGRAM DEBT			10,138.60					503.46				9,635.14			10,138.60	
Trust & Agency (GEN)	117,871.59		29,286.51					3,992.41				1,400.35	23,893.75		147,158.10	
AUTUMN SHORE SEPTIC			76,120.46									76,120.46			76,120.46	
FOUNTAIN HILLS SEPTIC			57,864.52									57,864.52			57,864.52	
STONEGATE SEPTIC			57,616.57									57,616.57			57,616.57	
KINGSTON POINTE SEPTIC	16,200.00		61,687.33									61,687.33			77,887.33	
HILLS OF KINGSTON SEPTIC			101,551.33									101,551.33			101,551.33	
SUNSET BLUFFS SEPTIC	20,000.00		15,352.97									15,352.97			35,352.97	
FOUNTAIN VILLAGE SEPTIC	28,800.00		30,924.03									30,924.03			59,724.03	
T&A TOTAL	182,871.59		430,403.72	0.00	0.00	0.00	0.00	3,992.41	0.00	0.00	0.00	402,517.56	23,893.75	0.00	613,275.31	
FSA		7,025.73	0.00												7,025.73	
TAX	261,452.38		0.00												261,452.38	
Softwater Sewer	67,105.12		119,938.11					7,981.68		10,168.37	101,788.06				187,043.23	
G2G	0.00		0.00												0.00	
Improvement Revolving	42,399.68		132,080.43					31,730.90				100,349.53			174,480.11	
Sherwood Patrick	14,917.28		0.00												14,917.28	
Totals	3,978,890.57	7,285.83	10,909,411.82	308,156.90	259,371.06	150,392.63	336,328.05	1,139,468.01	408,839.61	242,826.21	604,336.74	4,094,584.29	592,719.93	2,772,388.39	14,895,588.22	
	SAVINGS	CHECK ACCTS	MM & CD Totals	MBIA	COMERICA	CHASE HIGH YIELD	CHASE MM	OXMM	HUNTINGTON BANK	STATE BANK	FIFTH THIRD	FLAGSTAR	WATERFORD N.A.	PERSHING		



## 2021 YTD BUILDING TOTALS / SPRINGFIELD TOWNSHIP

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
<b>PERMITS ISSUED</b>													
BUILDING	13	14	28	12	14	38	19	13	13				164
ELECTRICAL	16	22	31	16	16	24	18	23	29				195
PLUMBING	10	3	5	6	6	5	5	5	5				50
MECHANICAL	19	24	21	14	9	20	17	27	20				171
<b>TOTAL</b>	<b>58</b>	<b>63</b>	<b>85</b>	<b>48</b>	<b>45</b>	<b>87</b>	<b>59</b>	<b>68</b>	<b>67</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>580</b>
<b>INSPECTIONS</b>													
# BUILDING	26	34	32	36	35	48	39	35	30				315
# Reinspects	5	1	1	4	2	7	8	3	1				32
# ELECTRICAL	27	33	38	35	48	46	20	43	40				330
# Reinspects	4	2	4	4	4	6	0	5	1				30
# PLUMBING	15	9	17	6	15	7	10	16	14				109
# Reinspects	1	0	0	0	0	0	0	0	2				3
# MECHANICAL	16	21	31	18	26	29	13	33	29				216
# Reinspects	0	1	1	1	2	0	1	1	1				8
<b>TOTAL</b>	<b>94</b>	<b>101</b>	<b>124</b>	<b>104</b>	<b>132</b>	<b>143</b>	<b>91</b>	<b>136</b>	<b>118</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,043</b>
<b>PAID OUT</b>													
BUILDING	1,395.00	1,575.00	1,485.00	1,800.00	1,665.00	2,475.00	2,115.00	1,710.00	1,395.00				15,615.00
ELECTRICAL	2,170.23	1,819.68	2,009.15	2,105.23	2,599.48	2,832.38	1,027.80	2,841.28	2,188.88				19,594.11
PLUMBING	908.05	535.28	790.73	269.43	918.78	358.80	510.90	1,036.75	881.40				6,210.12
MECHANICAL	952.25	1,456.00	1,637.03	1,072.50	1,434.08	1,528.48	909.03	1,738.75	2,080.00				12,808.12
<b>TOTAL PAID</b>	<b>5,425.53</b>	<b>5,385.96</b>	<b>5,921.91</b>	<b>5,247.16</b>	<b>6,617.34</b>	<b>7,194.66</b>	<b>4,562.73</b>	<b>7,326.78</b>	<b>6,545.28</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>54,227.35</b>
<b>FEES RECEIVED</b>													
RES PLAN REV	400.00	200.00	600.00	600.00	650.00	1,050.00	650.00	450.00	600.00				5,200.00
COMM PLAN REV	0.00	115.00	324.00	0.00	900.00	240.00	0.00	0.00	376.00				1,955.00
BUILDING FEES	6,052.00	2,440.00	7,315.00	4,048.00	3,281.00	12,150.00	6,922.00	3,305.00	6,890.00				52,403.00
ELECTRICAL FEES	2,380.00	2,411.00	3,487.00	2,587.00	2,844.00	3,423.00	2,898.00	2,968.00	3,111.00				26,109.00
PLUMBING FEES	1,313.00	463.00	1,860.00	1,242.00	749.00	798.00	1,225.00	917.00	1,227.00				9,794.00
MECHANICAL FEES	2,478.00	3,171.00	1,882.00	1,710.00	1,533.00	2,639.00	1,590.00	3,101.00	2,260.00				20,364.00
CONTRACTOR FEE	650.00	550.00	675.00	550.00	500.00	550.00	650.00	425.00	450.00				5,000.00
SUNDRY (NSF)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00
<b>TOTAL REC'D</b>	<b>13,273.00</b>	<b>9,350.00</b>	<b>16,143.00</b>	<b>10,737.00</b>	<b>10,457.00</b>	<b>20,850.00</b>	<b>13,935.00</b>	<b>11,166.00</b>	<b>14,914.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>120,825.00</b>
<b>CES NET FEES</b>	<b>12,873.00</b>	<b>9,035.00</b>	<b>15,219.00</b>	<b>10,137.00</b>	<b>8,907.00</b>	<b>19,560.00</b>	<b>13,285.00</b>	<b>10,716.00</b>	<b>13,938.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>113,670.00</b>
TOTAL FEES REC'D	13,273.00	9,350.00	16,143.00	10,737.00	10,457.00	20,850.00	13,935.00	11,166.00	14,914.00	0.00	0.00	0.00	120,825.00
TOTAL PAID OUT	5,425.53	5,385.96	5,921.91	5,247.16	6,617.34	7,194.66	4,562.73	7,326.78	6,545.28	0.00	0.00	0.00	54,227.35
<b>NET</b>	<b>7,847.47</b>	<b>3,964.04</b>	<b>10,221.09</b>	<b>5,489.84</b>	<b>3,839.66</b>	<b>13,655.34</b>	<b>9,372.27</b>	<b>3,839.22</b>	<b>8,368.72</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>66,597.65</b>
MONTHLY NET	MONTHLY NET	MONTHLY NET	MONTHLY NET	MONTHLY NET	MONTHLY NET	MONTHLY NET	MONTHLY NET	MONTHLY NET	MONTHLY NET	MONTHLY NET	MONTHLY NET	MONTHLY NET	YEARLY NET
JANUARY	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	
15% of net due CES	1,930.95	1,355.25	2,282.85	1,520.55	1,336.05	2,934.00	1,992.75	1,607.40	2,090.70	0.00	0.00	0.00	17,050.50

**2021**

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
ADDITION RESIDENTIAL			1			1	1						3
COMMERCIAL		1				4							5
CONDO													0
DECK	1	1	1	4	5	5	5	2	4				28
DEMO				1									1
FINISH BASEMENT	1					1		1					3
FIRE REPAIR									1				1
FOUNDATION		6	12			13							31
GARAGE			1					1					2
INDUSTRIAL													0
MH-DOUBLE						1		2					3
MH-SINGLE		4	2		1								7
MISC	4		1	3		4	1	2	1				16
NEW RESIDENTIAL	4		2	2	1	6	3		5				23
POLE BARNS			2		1		1	1					5
POOLS	1	1	3		3	3	3						14
PORCH			1										1
REMOD/REPAIR			2	2	1		2						7
SIGN	1				1			2	1				5
SOLAR PANELS					1		1	1	1				4
STORAGE							2						2
SUNROOM	1	1						1					3
													0
TOTALS	13	14	28	12	14	38	19	13	13	0	0	0	164





CHARTER TOWNSHIP OF SPRINGFIELD

CODE ENFORCEMENT REPORT

SEPTEMBER 1, 2021 - - - SEPTEMBER 30, 2021

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Letters Sent: 12

Tickets Issued: 0

Citations Issued: 0

Signs Picked Up: 24

Cases Closed: 7

Personal contacts continue to be made regarding tall grass at  
Residential properties in the Township with no formal enforcement.

Greg Kazmierski

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

Code Enforcement Officer

[<- Totals](#)

ORDINANCE REPORT 9/1/21 - 9/30/21 GREG KAZMIERSKI

Number	Category	Complaint	Opened	Closed	Address	Parcel Number	Status
EN210093	BLIGHT	AUGUST 9, 2021 FOLLOWED UP ON COMPLAINT ABOUT GRASS AND CONDITION OF THE HORSE. CALLED OWNER WHO SAID THAT THE HORSE HAS BEEN ON GRASS, GRAIN, AND VITAMIN SUPPLEMENTS. NOTIFIED COMPLAINANT, AND WILL KEEP A WATCH ON THE GRASS AND THE HORSE. GFK					
		AUGUST 23, 2021 NO CHANGE. SENDING CERTIFIED FIRST CLASS MAIL. GFK					
		SEPTEMBER 8, 2021 GRASS IS CUT. CASE RESOLVED. GFK	08/09/2021	09/08/2021	10101 ANDERSONVILLE RD	U -07-27-227-008	CLOSED
EN210094	PROPERTY MAINTENANCE VIOLATION	AUGUST 4, 2021 PUT NOTE ON GARAGE DOOR TO CUT GRASS AGAIN! CHECK ON AUGUST 9. GFK					
		AUGUST 9, 2021 NO CHANGE. GRASS NOT CUT. GFK					
		AUGUST 23, 2021 NO CHANGE. AUGUST 24 SENDING FIRST CLASS CERTIFIED MAIL. GFK					
EN210099	PROPERTY MAINTENANCE VIOLATION	SEPTEMBER 7, 2021 GRASS IS CUT. CASE RESOLVED. GFK	08/10/2021	09/07/2021	5635 HILLSBORO RD	U -07-28-451-029	CLOSED
		AUGUST 19, 2021 WOODEN FENCE ALONG FRONT OF PROPERTY IS DAMAGED AND MISSING SEVERAL BOARDS. SENDING A TEN DAY CORRECTION LETTER. GFK					
EN210099	PROPERTY MAINTENANCE VIOLATION	SEPTEMBER 8, 2021 NEW FENCE INSTALLED. CASE RESOLVED. GFK	08/19/2021	09/08/2021	8223 TINDALL RD	U -07-17-226-002	CLOSED



AUGUST 26, 2021 SEVERAL TIRES AND JUNK BETWEEN THE BUS  
AND THE GARAGE. SENDING A TEN DAY CORRECTION LETTER. GFK

AUUST 31, 2021 OWNER CALLED. EXTEND TO SEPTEMBER 10. GFK

EN210105	BLIGHT	SEPTEMBER 14, 2010 TRASH AND TIRES REMOVED. CASE RESOLVED. GFK	08/26/2021	09/14/2021	10700 E HOLLY RD	U -07-03-177-005	CLOSED
		SEPTEMBER 9, 2021 LARGE AMOUNT OF JUNK STORED AT SOUTH SIDE OF HOUSE (ADJOINING ROAD), PLUS TALL GRASS. LOOKS LIKE NO ONE IS LIVING THERE NOW. SENDING A TEN DAY CORRECTION LETTER. GFK.					
EN210108	BLIGHT	SEPTEMBER 20, 2021 GRASS IS CUT. ITEMS ON THE SOUTH SIDE OF THE HOUSE WERE REMOVED. GFK	09/09/2021	09/20/2021	5968 NORTH BAY DR	U -07-26-278-037	CLOSED



CHARTER TOWNSHIP OF SPRINGFIELD

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CODE ENFORCEMENT REPORT

9/14/2021---9/30/2021 ---- (ON LEAVE 9/1/2021-9/13/2021)

LETTERS POSTED/MAILED: 2

SIGNS REMOVED: 26

CASES RESOLVED: 3

FIRE RESPONSE ON DUTY: 1

DAYS WORKED: 8

HOURS WORKED: 48

CODE ENFORCEMENT OFFICER: RAY L'ESPERANCE



### <- Totals

ORDINANCE REPORT 9/1/21 - 9-30-21 L'ESPERANCE

Number	Category	Complaint	Opened	Closed	Address	Parcel Number	Status
EN210092	BLIGHT	8/3/21 AN ACCUMULATION OF SCRAP METAL INCLUDING A METAL CULVERT, LAWN MOWERS AND PARTS, BIKES AND BIKE PARTS, PLASTIC BINS, BBQ GRILLS AT REAR OF PROPERTY AND IN FRT OF UNITS. SPOKE W/OWNER ON PHONE WHO WILL CONTACT TENANTS TO REMOVE. 8/18/21 PROP. INSP. LITTLE PROGRESS MADE. SPOKE W/OWNER WHO WILL NOTIFY TENANT IN WRITING. SHE STATED THAT A VERBAL WARNING WAS GIVEN TO TENANT PREVIOUSLY. 9/15/21 CONF. SCRAP METAL REMOVED.	08/03/2021	09/15/2021	9740 DIXIE & 9750	U -07-14-176-003	CLOSED
EN210104	COMPLAINT	8/24/21 REC. COMP. REF GARBAGE AT ROAD FOR OVER A WEEK WITH ANIMALS GETTING INTO IT. UPON ARRIVAL AT RES. I OBSERVED MULTIPLE BAGS ON THE GROUND WITH SOME TORE OPEN BY ANIMAL. I LEFT A VOICEMAIL W/OWNER WHO CALLED BACK SAME DATE. SHE STATED THE TRASH CO. DID NOT P.U. LAST WEEK FOR UNKNOWN REASON. SHE STATED SHE IS CURRENTLY OUT OF STATE BUT WILL GET THE ISSUE RESOLVED. 9/15/21 CONF. ISSUE RESOLVED.	08/24/2021	09/15/2021	9236 UTE POINTE DR	U -07-26-228-019	CLOSED

3



## Springfield Township Fire Department Monthly Report October 2021

### Operations

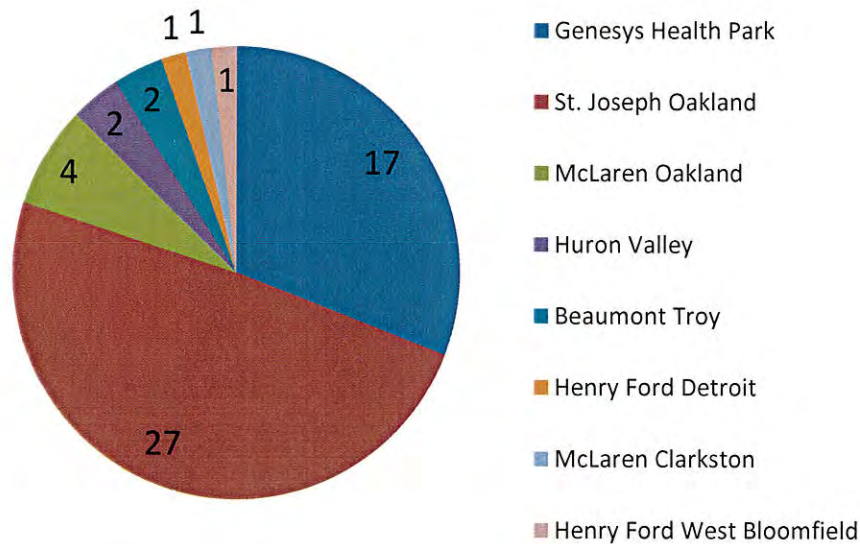
Incidents	September 2021	YTD	September 2020	YTD
Medicals	78	676	71	551
Fires	0	25	2	24
MVA	10	86	3	84
False Alarms	4	37	7	41
Other	29	338	13	187
<b>Total</b>	<b>121</b>	<b>1162</b>	<b>96</b>	<b>887</b>

Current month:

55 Transports (47 STAR, 6 Groveland, 1 Independence, and 1 Medstar)

1 mutual aid (1 Independence)

### Destination Hospitals for Patients



### Incidents by district:

Station # 1:	23
Station # 2:	78
Station # 3:	20

### Incidents per shift:

Shift 1 (6a-6p):	74
Shift 2 (6p-6a):	47



### Incidents of Significance

- a) Incident 21-1143: Mutual Aid to Independence for a structure fire

### **Administration**

#### General/Recruitment/Retention

- a) The new County Radio system should be going "live" in 2022. Grant funding was not available for this project. We are now exploring other ways to fund the radio shortfall we will experience for radio equipment that will not be replaced by the County.
- b) Several people have turned in applications and are currently being processed.
- c) We continue to work through the Oakland County Medical Control Authority's committee system for approvals and for the final inspection with the State.
- d) We have processed and hired two (2) new members. Five (5) more are in various stages of the application process. Interviews are in process.
- e) Several of them are in response to a job advertisement we sent out highlighting a need for paramedics.

#### Buildings/Grounds/Maintenance

- a) Unless otherwise noted, repairs and maintenance were conducted by Jerry David and his team. These include monthly preventative maintenance at each station.
- b) Station #1
  - a. The well head for the open discharge was painted.
  - b. Some landscape work was completed.
  - c. Water softener salt was dropped off.
- c) Station #2
  - a. Some landscape work was done.
  - b. Water softener salt was dropped off.
- d) Station #3
  - a. The well head of the open discharge was painted.
  - b. Bug spray was applied to help control ants.
  - c. Some landscape work was done.
  - d. A large tree that fell during the storm was removed and chipped.
  - e. Water softener salt was dropped off.
  - f. Estimates are being gathered for some minor repairs to siding/soffits that were damaged from the winds in the storm.

#### Apparatus/Equipment

- a) The engine exhaust was replaced on Engine 2 by Clyde's Wheel and Frame.
- b) The annual pump test completed; all apparatus passed.
- c) The water tank level light gauge on Tanker 2 was serviced and now working appropriately.
- d) The light tower on Engine 2 was serviced.

- e) Bravo 392 was taken to the manufacturer in Indiana for warranty paint work.
- f) Passenger seat was replaced on Tanker 1.
- g) Some small repairs were completed on the apparatus.

#### Training

- a) September 20: Fire and Medical Training – documentation and extrication
- b) Two (2) members continue to be enrolled in paramedic school at Genesys.
- c) Two (2) member is enrolled in the paramedic program at Oakland Community College.
- d) Three (3) members are currently in the process for paramedic testing.
- e) One (1) member has started their EMT training at Genesys.

#### Awards/Kudos

- a) Thank you to everyone for their high commitment levels over the last few months as we continue to receive very high requests for assistance.
- b) Fire fighter/ EMT Watts was awarded one of the grant-funded, half scholarships for paramedic school.

#### Miscellaneous

- a) Grant number EMW-2018-FF-00351 was awarded to renew our current staffing and recruiting grant. We are actively managing this grant.
- b) We submitted for a FEMA Public Assistance (PA) COVID grant for staffing reimbursement as well as some equipment/PPE that was purchased. It was submitted for expenses through 5/22/20.
- c) We managed a regional FEMA COVID grant for PPE-respirators with eighteen (18) other departments. The project has been completed and we are awaiting the closeout module.
- d) We submitted another FEMA COVID grant project for PPE for the members as part of a regional project.
- e) We submitted a fire prevention grant for a fire extinguisher trainer to FEMA.

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

- a) One (1) inspection conducted by the fire department.
- b) The department participated in the Family Fun Festival with Parks and Recreation. The department had an engine and the safety house there. There were 90 people that went through the safety house.
- c) We met with Holly Area Schools about the student drop off and pick situation at Davisburg Elementary. Traffic is backing up into and on the road limiting access twice a day.

Respectfully submitted,  
J. David Feichtner, Fire Chief  
October 6, 2021



COUNTY OF OAKLAND  
**OFFICE OF THE SHERIFF**

MICHAEL J. BOUCHARD



**Springfield Township Substation**

**To:** Springfield Township Board  
**From:** Sgt. D. Bach – Substation Commander  
**Date:** 9/30/2021  
**Re:** Substation Report for September 2021

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The following is a summary of the activities of the Oakland County Sheriff's Office Springfield Township Substation for September 2021:

**Detective Bureau**

**Detectives – Sgt. D. Bach – Substation Commander**  
**Detective Stephanie Williamson**

Court Appearances: 4  
Court Appearances – YTD: 43  
Total Cases Closed: 16  
Total Cases Closed – YTD: 87

**Road Patrol**

**CALLS FOR SERVICE:**

Total Dispatched Calls: 671  
Total Dispatched Calls – YTD: 7,278

COUNTY OF OAKLAND

# OFFICE OF THE SHERIFF

MICHAEL J. BOUCHARD



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

Monthly Warnings: 40

Monthly Violations: 34

Violations – YTD: 614

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

MB

Cc: Township Board



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## CLR-1885 - CFS Listing (OS)

City : Springfield Twp.

CFS Dates :9/1/2021 to 9/30/2021

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### Top 20 Offenses

Reported Offense Code	Reported Offense Description	CFS Count	Verified Offense Code	Verified Offense Description	CFS Count
L3501	Area Check / Extra Patrol - OS	319	L3501	Area Check / Extra Patrol - OS	312
C3332	Assist Fire Department	89	C3332	Assist Fire Department	68
C3730	Traffic Complaint / Traffic Miscellaneous A Complaint	42	C3730	Traffic Complaint / Traffic Miscellaneous A Complaint	40
C3999	Alarms All Other	18	C3336	Assist Citizen	26
C3145	Property Damage Traffic Crash PDA	18	C3999	Alarms All Other	19
C3336	Assist Citizen	17	C3145	Property Damage Traffic Crash PDA	17
C3299	Welfare Check	14	C3299	Welfare Check	13
C3324	Suspicious Circumstances	12	C3331	Assist Medical	11
C3702	Traffic Complaint / Road Hazard	12	C3324	Suspicious Circumstances	10
L3503	BOL - Be On the Lookout - OS	9	C3702	Traffic Complaint / Road Hazard	10
C3337	Assist Citizen - Vehicle Lockout	8	C3337	Assist Citizen - Vehicle Lockout	8
C3310	Family Trouble	7	L3503	BOL - Be On the Lookout - OS	7
2308	Larceny - From Building (Includes Library, Office used by Public, etc)	7	C3333	Assist Motorist	7
C3333	Assist Motorist	7	C3310	Family Trouble	6
1313	Assault/ Battery/Simple (Incl Domestic and Police Officer	6	C3704	Traffic Complaint / Abandoned Auto	5
C3330	Assist Other Law Enforcement Agency	6	C3399	Miscellaneous All Other	5
C3704	Traffic Complaint / Abandoned Auto	5	C3312	Neighborhood Trouble	5
5309	Harassing Communications	5	L3598	911 Welfare Check - OS	4
C3399	Miscellaneous All Other	5	C3148	Motor Vehicle - Animal Traffic Crash	4
C3148	Motor Vehicle - Animal Traffic Crash	4	L3527	Assist MSP (Michigan State Police) - OS	4

# 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: September

Year: 2021

City: Springfield Twp-SPT



## CLR-065 Monthly Summary Of Offenses (OS)

### City:Springfield Twp-SPT

CLASS	Description	Sep/2021	Sep/2020	% CHG	YTD 2021	YTD 2020	% CHG	ADULT		JUV		Total	
								Sep/2021	YTD	Sep/2020	YTD	Sep	YTD
09001	MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	0	1	-100%	0	1	-100%	0	0	0	0	0	0
10002	PARENTAL KIDNAPPING	0	1	-100%	0	1	-100%	0	0	0	0	0	0
11001	SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	0	0	0%	0	1	-100%	0	0	0	0	0	0
11005	SEXUAL PENETRATION OBJECT -CSC 1ST DEGREE	0	0	0%	0	1	-100%	0	0	0	0	0	0
11008	SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	0	0	0%	0	1	-100%	0	0	0	0	0	0
13001	NONAGGRAVATED ASSAULT	3	5	-40%	28	19	47.36%	3	16	0	0	3	16
13002	AGGRAVATED/FELONIOUS ASSAULT	1	0	0%	3	1	200%	1	2	0	0	1	2
13003	INTIMIDATION/STALKING	0	2	-100%	2	4	-50%	0	0	0	0	0	0
20000	ARSON	0	0	0%	0	1	-100%	0	0	0	0	0	0
22001	BURGLARY -FORCED ENTRY	0	0	0%	2	3	-33.3%	0	0	0	0	0	0
22002	BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	0	1	-100%	2	2	0%	0	0	0	0	0	0
23003	LARCENY -THEFT FROM BUILDING	0	1	-100%	6	3	100%	0	1	0	0	0	1
23005	LARCENY -THEFT FROM MOTOR VEHICLE	1	1	0%	4	2	100%	0	0	0	0	0	0
23006	LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	2	1	100%	12	4	200%	0	0	0	0	0	0
23007	LARCENY -OTHER	1	0	0%	11	5	120%	0	0	0	0	0	0
24001	MOTOR VEHICLE THEFT	1	0	0%	5	3	66.66%	1	2	0	0	1	2
25000	FORGERY/COUNTERFEITING	0	0	0%	1	0	0%	0	0	0	0	0	0
26001	FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	0	2	-100%	2	4	-50%	0	0	0	0	0	0
26002	FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	0	0	0%	5	1	400%	0	0	0	0	0	0
26005	FRAUD -WIRE FRAUD	0	0	0%	0	2	-100%	0	0	0	0	0	0
26007	FRAUD - IDENTITY THEFT	1	0	0%	6	3	100%	0	0	0	0	0	0
26008	FRAUD - HACKING/COMPUTER INVASION	0	0	0%	0	1	-100%	0	0	0	0	0	0
29000	DAMAGE TO PROPERTY	2	1	100%	8	5	60%	1	4	0	0	1	4

# CLR-065 Monthly Summary Of Offenses (OS)

## City:Springfield Twp-SPT

CLASS	Description	Sep/2021	Sep/2020	% CHG	YTD 2021	YTD 2020	% CHG	ADULT		JUV		Total	
								Sep/2021	YTD	Sep/2020	YTD	Sep	YTD
30002	RETAIL FRAUD -THEFT	0	0	0%	1	0	0%	0	1	0	0	0	1
35001	VIOLATION OF CONTROLLED SUBSTANCE ACT	0	0	0%	2	0	0%	0	3	0	0	0	3
36002	SEXUAL PENETRATION NONFORCIBLE -OTHER	0	0	0%	0	1	-100%	0	0	0	0	0	0
72000	ANIMAL CRUELTY	0	0	0%	4	0	0%	0	0	0	0	0	0
<b>Group A Totals</b>		<b>12</b>	<b>16</b>	<b>-25%</b>	<b>104</b>	<b>69</b>	<b>50.72%</b>	<b>6</b>	<b>29</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>29</b>
48000	OBSTRUCTING POLICE	0	0	0%	2	0	0%	0	1	0	0	0	1
50000	OBSTRUCTING JUSTICE	0	0	0%	7	0	0%	0	4	0	0	0	4
53001	DISORDERLY CONDUCT	0	0	0%	1	0	0%	0	1	0	0	0	1
53002	PUBLIC PEACE -OTHER	0	1	-100%	3	6	-50%	0	0	0	0	0	0
54002	OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	0	0	0%	4	7	-42.8%	0	4	0	0	0	4
55000	HEALTH AND SAFETY	0	0	0%	1	2	-50%	0	0	0	0	0	0
57001	TRESPASS	1	2	-50%	3	3	0%	0	1	0	0	0	1
70000	JUVENILE RUNAWAY	0	0	0%	0	1	-100%	0	0	0	0	0	0
73000	MISCELLANEOUS CRIMINAL OFFENSE	0	0	0%	2	3	-33.3%	0	0	0	0	0	0
<b>Group B Totals</b>		<b>1</b>	<b>3</b>	<b>-66.6%</b>	<b>23</b>	<b>22</b>	<b>4.545%</b>	<b>0</b>	<b>11</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>11</b>
2800	JUVENILE OFFENSES AND COMPLAINTS	3	4	-25%	11	18	-38.8%	0	0	0	0	0	0
2900	TRAFFIC OFFENSES	4	1	300%	38	11	245.4%	2	10	0	0	2	10
3000	WARRANTS	1	0	0%	7	9	-22.2%	1	6	0	0	1	6
3100	TRAFFIC CRASHES	28	23	21.73%	211	173	21.96%	0	0	0	0	0	0
3200	SICK / INJURY COMPLAINT	18	19	-5.26%	220	161	36.64%	0	0	0	0	0	0
3300	MISCELLANEOUS COMPLAINTS	161	137	17.51%	1430	1294	10.51%	0	2	0	0	0	2
3400	WATERCRAFT COMPLAINTS / ACCIDENTS	0	0	0%	0	1	-100%	0	0	0	0	0	0
3500	NON - CRIMINAL COMPLAINTS	325	168	93.45%	4319	2577	67.59%	0	0	0	0	0	0
3700	MISCELLANEOUS TRAFFIC COMPLAINTS	60	55	9.090%	607	393	54.45%	0	0	0	0	0	0
3800	ANIMAL COMPLAINTS	2	5	-60%	43	32	34.37%	0	0	0	0	0	0
3900	ALARMS	20	24	-16.6%	182	172	5.813%	0	0	0	0	0	0
<b>Group C Totals</b>		<b>622</b>	<b>436</b>	<b>42.66%</b>	<b>7068</b>	<b>4841</b>	<b>46.00%</b>	<b>3</b>	<b>18</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>18</b>
4000	HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	0	0%	3	4	-25%	0	1	0	0	0	1



# CLR-065 Monthly Summary Of Offenses (OS)

## City:Springfield Twp-SPT

CLASS	Description	Sep/2021	Sep/2020	% CHG	YTD 2021	YTD 2020	% CHG	ADULT		JUV		Total	
								Sep/2021	YTD	Sep/2020	YTD	Sep	YTD
4300	LICENSE / TITLE / REGISTRATION CITATIONS	0	0	0%	0	1	-100%	0	0	0	0	0	0
<b>Group D Totals</b>		<b>0</b>	<b>0</b>	<b>0%</b>	<b>3</b>	<b>5</b>	<b>-40%</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>
5000	FIRE CLASSIFICATIONS	1	0	0%	5	1	400%	0	0	0	0	0	0
5100	18A STATE CODE FIRE CLASSIFICATIONS	0	0	0%	1	1	0%	0	0	0	0	0	0
<b>Group E Totals</b>		<b>1</b>	<b>0</b>	<b>0%</b>	<b>6</b>	<b>2</b>	<b>200%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
6000	MISCELLANEOUS ACTIVITIES (6000)	3	0	0%	16	9	77.77%	0	0	0	0	0	0
6300	CANINE ACTIVITIES	0	0	0%	5	4	25%	0	0	0	0	0	0
6700	INVESTIGATIVE ACTIVITIES	5	5	0%	54	33	63.63%	0	0	0	0	0	0
<b>Group F Totals</b>		<b>8</b>	<b>5</b>	<b>60%</b>	<b>75</b>	<b>46</b>	<b>63.04%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>City : Springfield Twp Totals</b>		<b>644</b>	<b>460</b>	<b>40%</b>	<b>7279</b>	<b>4985</b>	<b>46.01%</b>	<b>9</b>	<b>59</b>	<b>0</b>	<b>0</b>	<b>9</b>	<b>59</b>

# Violation Summary

## September 2021

# CLEMIS

# CITATIONS

### Search Criteria:

Month :	September
Year :	2021
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:	304407
Saved:	No
Run By:	BACH, DAVID



# Violation Summary

## September 2021

				TIME RANGE				
Violation Description		Count	Percentage	Accident	One	Two	Three	YTD
GROVELAND TWP								
MOVING								
010 - Speeding 01-05 Over		1	50 %	0	0	0	1	1
160 - Other Moving		1	50 %	0	0	1	0	1
Total	MOVING	2	2.7 %	0	0	1	1	2
NON MOVING								
204 - Impeding Traffic		1	100 %	0	0	0	1	1
Civil Infractions	NON MOVING	1	100 %	0	0	0	1	1
Misdemeanors	NON MOVING	0	0 %	0	0	0	0	0
Misc Waived	NON MOVING	0	0 %	0	0	0	0	0
Total	NON MOVING	1	1.35 %	0	0	0	1	1
SPRINGFIELD								
APPEARANCE								
301 - Trespassing		1	33.33 %	0	0	0	1	1
304 - Assault and Battery		1	33.33 %	0	0	0	1	1
308 - MDOP Under 100.00		1	33.33 %	0	0	0	1	1
Total	APPEARANCE	3	4.05 %	0	0	0	3	3
DEFFECTIVE EQUIPMENT								
233 - Lights		1	100 %	0	0	0	1	1
Total	DEFFECTIVE EQUIPMENT	1	1.35 %	0	0	0	1	1
MOVING								
010 - Speeding 01-05 Over		1	9.09 %	0	0	1	0	1
011 - Speeding 06-10 Over		3	27.27 %	0	2	1	0	3
015 - Failed to Stop in Assured Clear Distance		4	36.36 %	4	0	2	2	4
016 - Fail to Use Due Care & Caution		1	9.09 %	1	1	0	0	1
090 - Failed to Yield		2	18.18 %	0	0	1	1	2
Total	MOVING	11	14.86 %	5	3	5	3	11
NON MOVING								
200 - No Proof of Vehicle Registration		1	14.29 %	0	0	0	1	1

## Violation Summary

### September 2021

Violation Description	Count	Percentage	Accident	TIME RANGE			YTD
				One	Two	Three	
204 - Impeding Traffic	4	57.14 %	3	1	2	1	4
211 - No Proof of Insurance	2	28.57 %	0	0	1	1	2
<b>Civil Infractions NON MOVING</b>	<b>7</b>	<b>100 %</b>	<b>3</b>	<b>1</b>	<b>3</b>	<b>3</b>	<b>7</b>
<b>Misdemeanors NON MOVING</b>	<b>0</b>	<b>0 %</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Misc Waived NON MOVING</b>	<b>1</b>	<b>14.29 %</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>
<b>Total NON MOVING</b>	<b>7</b>	<b>9.46 %</b>	<b>3</b>	<b>1</b>	<b>3</b>	<b>3</b>	<b>7</b>
<b>SPRINGFIELD TWP</b>							
<b>APPEARANCE</b>							
304 - Assault and Battery	1	100 %	0	0	0	1	1
<b>Total APPEARANCE</b>	<b>1</b>	<b>1.35 %</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>
<b>DEFFECTIVE EQUIPMENT</b>							
233 - Lights	2	100 %	0	2	0	0	2
<b>Total DEFFECTIVE EQUIPMENT</b>	<b>2</b>	<b>2.7 %</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>
<b>MOVING</b>							
010 - Speeding 01-05 Over	12	54.55 %	0	1	7	4	12
011 - Speeding 06-10 Over	1	4.55 %	0	1	0	0	1
012 - Speeding 11-15 Over	1	4.55 %	0	1	0	0	1
013 - Speeding 16-20 Over	1	4.55 %	0	1	0	0	1
015 - Failed to Stop in Assured Clear Distance	4	18.18 %	3	0	4	0	4
091 - Failed to Yield Left Turn	2	9.09 %	1	0	2	0	2
100 - Overtaking and Passing	1	4.55 %	0	0	1	0	1
<b>Total MOVING</b>	<b>22</b>	<b>29.73 %</b>	<b>4</b>	<b>4</b>	<b>14</b>	<b>4</b>	<b>22</b>
<b>NON MOVING</b>							
191 - Suspended/Restricted/Denied Ops	2	8.7 %	0	0	2	0	2
200 - No Proof of Vehicle Registration	1	4.35 %	0	0	1	0	1
200 - No Proof of Vehicle Registration	2	8.7 %	0	0	2	0	2
201 - Expired Plate	1	4.35 %	0	0	1	0	1
204 - Impeding Traffic	10	43.48 %	1	2	7	1	10
210 - Other Non-Moving	3	13.04 %	0	0	2	1	3



## Violation Summary

### September 2021

Violation Description	Count	Percentage	Accident	TIME RANGE			
				One	Two	Three	YTD
211 - No Proof of Insurance	4	17.39 %	0	1	2	1	4
<b>Total NON MOVING</b>	<b>23</b>	<b>31.08 %</b>	<b>1</b>	<b>3</b>	<b>17</b>	<b>3</b>	<b>23</b>
<b>COMMERCIAL</b>							
213 - Weigh Master Ticket	1	100 %	0	0	1	0	1
<b>Civil Infractions COMMERCIAL</b>	<b>1</b>	<b>100 %</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>
<b>Misdemeanors COMMERCIAL</b>	<b>0</b>	<b>0 %</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Misdemeanors COMMERCIAL</b>	<b>0</b>	<b>0 %</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Misc Waived COMMERCIAL</b>	<b>0</b>	<b>0 %</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total COMMERCIAL</b>	<b>1</b>	<b>1.35 %</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>
<b>Total Violations</b>	<b>74</b>		<b>13</b>	<b>13</b>	<b>41</b>	<b>20</b>	<b>74</b>
<b>Total Tickets</b>	<b>49</b>		<b>9</b>	<b>9</b>	<b>26</b>	<b>14</b>	<b>49</b>

# Violation Summary

## September 2021

Category Summary	Count	Percentage	Accident	TIME RANGE			
				One	Two	Three	YTD
MOVING Total	2	2.7 %	0	0	1	1	2
GROVELAND TWP NON MOVING Civil Infractions	1	100 %	0	0	0	1	1
GROVELAND TWP NON MOVING Misdemeanors	0	0 %	0	0	0	0	0
GROVELAND TWP NON MOVING Misc Waived	0	0 %	0	0	0	0	0
GROVELAND TWP NON MOVING Total	1	1.35 %	0	0	0	1	1
APPEARANCE Total	3	4.05 %	0	0	0	3	3
DEFFECTIVE EQUIPMENT Total	1	1.35 %	0	0	0	1	1
MOVING Total	11	14.86 %	5	3	5	3	11
SPRINGFIELD NON MOVING Civil Infractions	7	100 %	3	1	3	3	7
SPRINGFIELD NON MOVING Misdemeanors	0	0 %	0	0	0	0	0
SPRINGFIELD NON MOVING Misc Waived	1	14.29 %	0	0	0	1	1
SPRINGFIELD NON MOVING Total	7	9.46 %	3	1	3	3	7
APPEARANCE Total	1	1.35 %	0	0	0	1	1
DEFFECTIVE EQUIPMENT Total	2	2.7 %	0	2	0	0	2
MOVING Total	22	29.73 %	4	4	14	4	22
NON MOVING Total	23	31.08 %	1	3	17	3	23
SPRINGFIELD TWP COMMERCIAL Civil Infractions	1	100 %	0	0	1	0	1
SPRINGFIELD TWP COMMERCIAL Misdemeanors	0	0 %	0	0	0	0	0
SPRINGFIELD TWP COMMERCIAL Misc Waived	0	0 %	0	0	0	0	0
SPRINGFIELD TWP COMMERCIAL Total	1	1.35 %	0	0	1	0	1
Total Violations	74		13	13	41	20	74
Total Tickets	49		9	9	26	14	49



OAKCDBG100b

Fund: 29701

**BLOCK GRANT - COMMUNITIES**

## Oakland County Community and Home Improvement Division Report

## Financial Report

As of Date: September 30, 2021

RUN DATE: 10/01/2021

RUN TIME: 09:16 AM

40180 Township of Springfield			Original	Appropriation	Total	Current Month	Total	Total	
PYr	Account	Description	Appropriation	Adjustments	Appropriations	Expenditures	Expenditures	Encumbrances	Balance
2008	Detail								
	730137	Battered and Abused Spouses	2,500.00	(2,500.00)	0.00	0.00	0.00	0.00	0.00
	730535	Disabled Services	2,500.00	0.00	2,500.00	0.00	2,500.00	0.00	0.00
	730571	Emergency Services	5,365.00	0.00	5,365.00	0.00	5,365.00	0.00	0.00
	731227	Minor Home Repair	11,095.00	0.00	11,095.00	0.00	11,095.00	0.00	0.00
	731360	Planning	6,340.00	0.00	6,340.00	0.00	6,340.00	0.00	0.00
	732185	Youth Services	3,900.00	0.00	3,900.00	0.00	3,900.00	0.00	0.00
2008	Detail	Summary . . . . .	31,700.00	(2,500.00)	29,200.00	0.00	29,200.00	0.00	0.00
2009	Detail								
	730137	Battered and Abused Spouses	2,500.00	(2,500.00)	0.00	0.00	0.00	0.00	0.00
	730535	Disabled Services	2,500.00	0.00	2,500.00	0.00	2,500.00	0.00	0.00
	730571	Emergency Services	5,106.00	0.00	5,106.00	0.00	5,106.00	0.00	0.00
	731227	Minor Home Repair	17,240.00	(1,658.00)	15,582.00	0.00	15,582.00	0.00	0.00
	731360	Planning	6,340.00	0.00	6,340.00	0.00	6,340.00	0.00	0.00
2009	Detail	Summary . . . . .	33,686.00	(4,158.00)	29,528.00	0.00	29,528.00	0.00	0.00
2010	Detail								
	730571	Emergency Services	7,327.00	0.00	7,327.00	0.00	7,327.00	0.00	0.00
	731360	Planning	6,978.00	0.00	6,978.00	0.00	6,978.00	0.00	0.00
	731619	Remove Architectural Barriers	8,165.00	0.00	8,165.00	0.00	8,165.00	0.00	0.00
	731696	Senior Centers	3,000.00	0.00	3,000.00	0.00	3,000.00	0.00	0.00
	731864	Street Improvements	9,420.00	0.00	9,420.00	0.00	9,420.00	0.00	0.00
2010	Detail	Summary . . . . .	34,890.00	0.00	34,890.00	0.00	34,890.00	0.00	0.00
2011	Detail								
	730535	Disabled Services	2,500.00	0.00	2,500.00	0.00	2,500.00	0.00	0.00
	730571	Emergency Services	3,636.00	0.00	3,636.00	0.00	3,636.00	0.00	0.00
	731360	Planning	5,757.00	(1,078.77)	4,678.23	0.00	4,678.23	0.00	0.00
	731712	Senior Services	2,500.00	0.00	2,500.00	0.00	2,500.00	0.00	0.00
	731745	Sidewalks	14,392.00	0.00	14,392.00	0.00	14,392.00	0.00	0.00
2011	Detail	Summary . . . . .	28,785.00	(1,078.77)	27,706.23	0.00	27,706.23	0.00	0.00
2012	Detail								
	730571	Emergency Services	4,368.00	0.00	4,368.00	0.00	4,368.00	0.00	0.00

OAKCDBG100b  
Fund: 29701  
**BLOCK GRANT - COMMUNITIES**

Oakland County Community and Home Improvement Division Report  
Financial Report  
As of Date: September 30, 2021

RUN DATE: 10/01/2021  
RUN TIME: 09:16 AM

40180 Township of Springfield									
PYr	Account	Description	Original Appropriation	Appropriation Adjustments	Total Appropriations	Current Month Expenditures	Total Expenditures	Total Encumbrances	Balance
	731745	Sidewalks	0.00	322.90	322.90	0.00	322.90	0.00	0.00
	731864	Street Improvements	24,753.00	(322.90)	24,430.10	0.00	24,430.10	0.00	0.00
2012	Detail	Summary . . . . .	29,121.00	0.00	29,121.00	0.00	29,121.00	0.00	0.00
2013	Detail								
	730310	Code Enforcement	11,496.00	(9,740.00)	1,756.00	0.00	1,756.00	0.00	0.00
	730535	Disabled Services	3,690.00	0.00	3,690.00	0.00	3,690.00	0.00	0.00
	730571	Emergency Services	5,522.00	0.00	5,522.00	0.00	5,522.00	0.00	0.00
	731227	Minor Home Repair	10,000.00	0.00	10,000.00	0.00	10,000.00	0.00	0.00
	731696	Senior Centers	0.00	9,740.00	9,740.00	0.00	9,740.00	0.00	0.00
2013	Detail	Summary . . . . .	30,708.00	0.00	30,708.00	0.00	30,708.00	0.00	0.00
2014	Detail								
	730310	Code Enforcement	15,000.00	(12,521.69)	2,478.31	0.00	2,478.31	0.00	0.00
	730571	Emergency Services	9,197.00	0.00	9,197.00	0.00	9,197.00	0.00	0.00
	731227	Minor Home Repair	6,462.00	0.00	6,462.00	0.00	6,462.00	0.00	0.00
	731696	Senior Centers	0.00	4,050.00	4,050.00	0.00	4,050.00	0.00	0.00
	731864	Street Improvements	0.00	839.35	839.35	0.00	839.35	0.00	0.00
2014	Detail	Summary . . . . .	30,659.00	(7,632.34)	23,026.66	0.00	23,026.66	0.00	0.00
2015	Detail								
	730535	Disabled Services	2,500.00	0.00	2,500.00	0.00	2,500.00	0.00	0.00
	730571	Emergency Services	6,176.00	0.00	6,176.00	0.00	6,176.00	0.00	0.00
	731227	Minor Home Repair	8,779.00	(4,571.00)	4,208.00	0.00	4,208.00	0.00	0.00
	731696	Senior Centers	11,462.00	0.00	11,462.00	0.00	11,462.00	0.00	0.00
2015	Detail	Summary . . . . .	28,917.00	(4,571.00)	24,346.00	0.00	24,346.00	0.00	0.00
2016	Detail								
	730571	Emergency Services	8,864.00	0.00	8,864.00	0.00	8,864.00	0.00	0.00
	731227	Minor Home Repair	10,341.00	(3,566.00)	6,775.00	0.00	6,775.00	0.00	0.00
	731696	Senior Centers	10,340.00	0.00	10,340.00	0.00	10,340.00	0.00	0.00
2016	Detail	Summary . . . . .	29,545.00	(3,566.00)	25,979.00	0.00	25,979.00	0.00	0.00
2017	Detail								
	730535	Disabled Services	3,000.00	0.00	3,000.00	0.00	3,000.00	0.00	0.00
	730571	Emergency Services	5,606.00	0.00	5,606.00	0.00	5,606.00	0.00	0.00



OAKCDBG100b  
Fund: 29701  
BLOCK GRANT - COMMUNITIES

Oakland County Community and Home Improvement Division Report  
Financial Report  
As of Date: September 30, 2021

RUN DATE: 10/01/2021  
RUN TIME: 09:16 AM

40180		Township of Springfield							
PYr	Account	Description	Original Appropriation	Appropriation Adjustments	Total Appropriations	Current Month Expenditures	Total Expenditures	Total Encumbrances	Balance
	731619	Remove Architectural Barriers	0.00	16,199.00	16,199.00	0.00	13,486.25	0.00	2,712.75
	731696	Senior Centers	17,554.00	0.00	17,554.00	0.00	17,554.00	0.00	0.00
	731864	Street Improvements	16,872.00	(16,199.00)	673.00	0.00	673.00	0.00	0.00
2017	Detail	Summary . . . . .	43,032.00	0.00	43,032.00	0.00	40,319.25	0.00	2,712.75
2018	Detail								
	730571	Emergency Services	9,291.00	0.00	9,291.00	0.00	9,291.00	0.00	0.00
	731619	Remove Architectural Barriers	10,000.00	0.00	10,000.00	0.00	0.00	0.00	10,000.00
	731696	Senior Centers	11,682.00	0.00	11,682.00	0.00	11,682.00	0.00	0.00
2018	Detail	Summary . . . . .	30,973.00	0.00	30,973.00	0.00	20,973.00	0.00	10,000.00
2019	Detail								
	730571	Emergency Services	6,197.00	0.00	6,197.00	0.00	6,197.00	0.00	0.00
	731696	Senior Centers	14,461.00	0.00	14,461.00	0.00	14,461.00	0.00	0.00
2019	Detail	Summary . . . . .	20,658.00	0.00	20,658.00	0.00	20,658.00	0.00	0.00
2020	Detail								
	730571	Emergency Services	6,197.00	0.00	6,197.00	4,991.56	4,991.56	0.00	1,205.44
	731696	Senior Centers	14,626.00	0.00	14,626.00	14,626.00	14,626.00	0.00	0.00
2020	Detail	Summary . . . . .	20,823.00	0.00	20,823.00	19,617.56	19,617.56	0.00	1,205.44
ALL Years Summary . . . . .			393,497.00	(23,506.11)	369,990.89	19,617.56	356,072.70	0.00	13,918.19

Spending Performance Ratio = 0.67

**COMP TIME REPORT**  
**to**  
**TOWNSHIP BOARD ~ October 14, 2021**

**As of September 30, 2021**

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➤GENERAL FUND:   \$1,113.65

Treasurer's Office	8.5 hours
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Clerk's Office	0 hours
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Supervisor's Office	36.5 hours
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➤P & R FUND:   \$ 949.02

P & R/4 employees	48.25 hours
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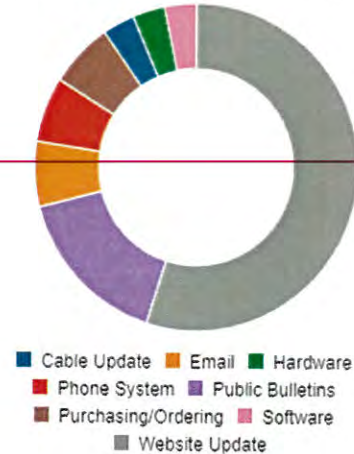
VISITS TO TOWNSHIP WEBSITE		
	Visits	
September 2020	3,241	
September 2021	2,993	
BLOCKED MALWARE DETECTIONS		
Firewall & Antivirus	Email System	
1 (-1)	2 (+2)	
DETECTED EMAIL PHISHING ATTEMPTS		
August 2021	1,287	+26
September 2021	1,313	
ON-DEMAND BOARD MEETING VIEWS		
September 2021	30	
September 2020	15	

MOST VISITED WEBPAGES		
The top ten most visited website pages this month		
Page	Total Visitors	
Home page	2,909	
Parks & Recreation	603	
News & Announcement – Road Closures	544	
Treasurer – Property Taxes	482	
Building Department	474	
Departments	461	
Document Center	428	
Fire Department	427	
Parks & Recreation – Programs & Events	418	
Minutes & Agendas	330	



IT HELP DESK TICKETS			
	New Tickets	Open Tickets	Average Ticket Close Time
September	31	0	11 hours
August	21	1	6 hours

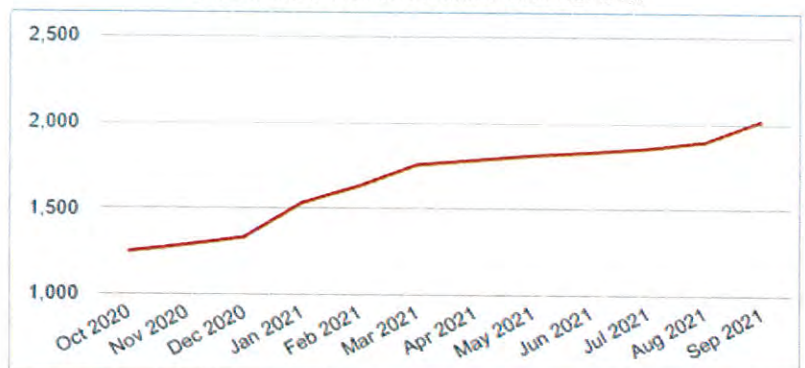
TICKET CATEGORY BREAKDOWN



WEBSITE TOP SEARCH TERMS

1.	<a href="/search.php?q=Mill+pond+meeting+">/search.php?q=Mill+pond+meeting+</a>	10
2.	<a href="/search.php?q="> /search.php?q=</a>	6
3.	<a href="/search.php?q=mill+pond">/search.php?q=mill+pond</a>	6
4.	<a href="/search.php?q=pave+tindall">/search.php?q=pave+tindall</a>	6
5.	<a href="/search.php?q=Cemetery+guided+tour+September+25">/search.php?q=Cemetery+guided+tour+September+25</a>	4
6.	<a href="/search.php?q=Generator+installation&amp;as_filetype=&amp;Submit=Search">/search.php?q=Generator+installation&amp;as_filetype=&amp;Submit=Search</a>	4
7.	<a href="/search.php?q=Generator+set+back">/search.php?q=Generator+set+back</a>	4
8.	<a href="/search.php?q=hunters+safety+course">/search.php?q=hunters+safety+course</a>	4
9.	<a href="/search.php?q=mercury">/search.php?q=mercury</a>	4
10.	<a href="/search.php?q=millage+rate">/search.php?q=millage+rate</a>	4

PUBLIC BULLETIN SUBSCRIBER REPORT



Chris Benedict

October 4, 2021

Chris Benedict, IT Administrator

Date



## September 2021 Natural Resources Report



**Field Work:** The Township's Natural Resources Crew and several Contractor companies worked at the Shiawassee Basin Preserve, partner conservation land sites, and road rights of way in September. The Natural Resources crew and contractors assisting us from Six Rivers Land Conservancy and Wildtype Native Plant Nursery worked on tasks associated with our Wildlife Habitat Grant from the Michigan DNR, our Great Lakes Fish and Wildlife Restoration Act (GLFWRA) grant from the US Fish and Wildlife Service (USFWS) and some general tasks supported by the Stewardship Center. This included foliar spraying invasive shrubs in upland and wetland habitats (approximately 30 acres), treating phragmites in wetland areas (<2 acres) collecting seed from native prairie species, and planting over 500 native plant plugs into restoration areas. Contractors from GEI, Inc performed road right of way treatments across Springfield Township's known infestations of Japanese knotweed and phragmites in a project collaboratively funded by the Township and the Oakland County Road Commission, through the Oakland County Cooperative Invasive Species Management Area (OC CISMA).

**Research and Monitoring:** In early September, staff from Michigan Natural Features Inventory (MNFI) and the USFWS visited our site to survey for native bumblebees found at our preserve. They will provide a report of their findings later this year when they can analyze the specimens collected but are hopeful that our site provides a home to rare or declining bumblebees since we have an abundance of high-quality pollinator food sources. Mid-Late September marked the end of our USFWS/GLFWRA grant's field activities, and we had some required wrap up monitoring for this project. Monitoring for this project included collecting aerial and ground based photos from photo monitoring stations that now have nearly 4 years of photo documentation. The crew and I also collected end of project data on the vegetative composition of the fen, for comparative analysis to conditions prior to the project beginning. Lastly in late September, volunteers affiliated largely with the Friends of the Rouge River group visited our site to sample minnows and vegetation at the inlet and outlet of Davis Lake as part of a training program and to sample a high-quality site like ours for a comparison of the fish community here in the Shiawassee River watershed to that of the Rouge River watershed.

**Outreach:** We hosted the September meeting of the Oakland County Cooperative Invasive Species Management Area (OC CISMA) at the Civic Center in September and afterward I led a group of attendees (representatives from Cities, Villages and Townships, NGO's and Park Districts that participate in the CISMA) on a tour of the Hartman property to showcase our restoration work on that property and share ideas and techniques for restoration that can be applied at their own properties. Also in September, I assisted the Parks and Rec Department with a project to update the seasonal signage regarding native plants, wildlife and other special features found along the Davis Lake Overlook trail, to provide a self-guided educational opportunity for hikers along the trail.

Feel free to contact me if you have any questions,

-Mike Losey

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

Attached are a couple photos from September.



Photo 1: Staff from MNFI and USFWS checking bumblebee traps (multi colored cups filled with water) as part of a study to document various species of bees present at the Shiawassee Basin Preserve.



Photo 2: Tour Participants at the Cisma field tour, following our Steering Committee Meeting which was held at the Civic Center. I am probably describing our rare/unique goldenrod species in this photo or talking about invasive plant management.





**Additional Disbursements**  
**Invoice Entry Dates 9/8/2021-9/30/2021**  
**For Approval at October 14, 2021**

**GENERAL FUND**

Vendor	Inv. Line Desc	Chk Date	Amount
21ST CENTURY MEDIA - MICHIGAN	PRINTING & PUBLISHING	09/15/21	\$ 1,384.77
			\$ 1,384.77
AMERICAN WATER	OPERATING SUPPLIES	09/15/21	\$ 65.00
			\$ 65.00
BLUE CARE NETWORK OF MICHIGAN	HOSPITALIZATION	09/15/21	\$ 10,921.75
			\$ 10,921.75
CLARKSTON AREA YOUTH ASSIST.	YOUTH ACTIVITIES	09/15/21	\$ 3,500.00
			\$ 3,500.00
COFFEE BREAK, INC.	OPERATING SUPPLIES	09/15/21	\$ 72.25
			\$ 72.25
CONSUMERS ENERGY	STREET LIGHTING	09/15/21	\$ 49.05
			\$ 49.05
DTE ENERGY	STREET LIGHTING	09/15/21	\$ 2,880.32
			\$ 2,880.32
INNOVATIVE OFFICE TECHNOLOGY	REPAIRS & MAINTENANCE	09/15/21	\$ 348.02
			\$ 348.02
MICHIGAN MECHANICAL VENTURES	CONSULTANTS/CONTRACT-CIVIC CTR.	09/15/21	\$ 1,728.00
			\$ 1,728.00
MUNICODE	MAINT. OF CODE	09/15/21	\$ 1,791.07
			\$ 1,791.07
OAKLAND COUNTY ECONOMIC OUTLOO	NO-HAZ EXPENSE	09/15/21	\$ 4,512.00
			\$ 4,512.00
PITNEY BOWES	POSTAGE	09/15/21	\$ 113.04
			\$ 113.04
TRANSPORTATION IMPROVEMENT ASSOCIAT	DUES & SUBSCRIPTIONS	09/15/21	\$ 200.00
			\$ 200.00
ZULTYS, INC	TELEPHONE	09/15/21	\$ 1,201.29
			\$ 1,201.29
A & C BUILDERS HARDWARE	REPAIRS	09/30/21	\$ 626.29
			\$ 626.29
ACCIDENT FUND	INSURANCE & BOND	09/30/21	\$ 1,350.46
			\$ 1,350.46



**Additional Disbursements**  
**Invoice Entry Dates 9/8/2021-9/30/2021**  
**For Approval at October 14, 2021**

ADKISON, NEED, ALLEN & RENTROP PLLC	TAX TRIBUNAL	09/30/21	\$	312.00
ADKISON, NEED, ALLEN & RENTROP PLLC	ATTORNEY FEES	09/30/21	\$	1,810.83
ADKISON, NEED, ALLEN & RENTROP PLLC	MILL POND DAM LITIGATION	09/30/21	\$	52.00
			<u>\$</u>	<u>2,174.83</u>
ANDERSON, ECKSTEIN & WESTRICK, INC.	CONSULTING ENGINEERS	09/30/21	\$	2,210.60
			<u>\$</u>	<u>2,210.60</u>
CARDMEMBER SERVICE	CONFERENCES DUES ETC	09/30/21	\$	150.00
CARDMEMBER SERVICE	REPAIRS & MAINTENANCE	09/30/21	\$	58.90
CARDMEMBER SERVICE	COMPUTER LICENSE & SUPPORT	09/30/21	\$	42.40
CARDMEMBER SERVICE	CONFERENCES-DUES	09/30/21	\$	(386.75)
CARDMEMBER SERVICE	OFFICE SUPPLIES	09/30/21	\$	113.96
CARDMEMBER SERVICE	OPERATING SUPPLIES	09/30/21	\$	100.68
CARDMEMBER SERVICE	MAINTENENCE SUPPLIES-CIVIC CENTER	09/30/21	\$	181.70
CARDMEMBER SERVICE	CUSTODIAL SERVICES	09/30/21	\$	18.99
CARDMEMBER SERVICE	LAWN & GROUND KEEPING	09/30/21	\$	306.75
CARDMEMBER SERVICE	FIELD SUPPLIES	09/30/21	\$	1,035.94
			<u>\$</u>	<u>1,622.57</u>
CARDNO INC.	CONTRACTUAL SERVICES	09/30/21	\$	5,348.75
			<u>\$</u>	<u>5,348.75</u>
CARLISLE/WORTMAN ASSOCIATES	PLANNER	09/30/21	\$	600.00
CARLISLE/WORTMAN ASSOCIATES	PLAN REVIEW FEES	09/30/21	\$	637.50
CARLISLE/WORTMAN ASSOCIATES	MASTER/STRATEGIC PLAN	09/30/21	\$	1,177.50
			<u>\$</u>	<u>2,415.00</u>
CAROL ANN JONES-reimbursement	HOSPITALIZATION	09/30/21	\$	757.32
			<u>\$</u>	<u>757.32</u>
CHRISTINE MAIORANA	RECORDING SECY. SERVICES	09/30/21	\$	80.00
			<u>\$</u>	<u>80.00</u>
CNA SURETY	INSURANCE & BOND	09/30/21	\$	60.00
			<u>\$</u>	<u>60.00</u>
CUMMINS SALES AND SERVICE	REPAIRS	09/30/21	\$	3,631.53
			<u>\$</u>	<u>3,631.53</u>
DTE ENERGY	ELECTRIC	09/30/21	\$	2,307.06
			<u>\$</u>	<u>2,307.06</u>
ERIN MATTICE	MILEAGE ALLOWANCE	09/30/21	\$	80.64
			<u>\$</u>	<u>80.64</u>
GFL ENVIRONMENTAL	CONSULTANTS/CONTRACT-CIVIC CTR.	09/30/21	\$	55.18
			<u>\$</u>	<u>55.18</u>

**Additional Disbursements**  
**Invoice Entry Dates 9/8/2021-9/30/2021**  
**For Approval at October 14, 2021**

KERTON LUMBER CO	MAINTENANCE SUPPLIES-CIVIC CENTER	09/30/21	\$ 17.09
			<u>\$ 17.09</u>
MAURER'S TEXTILE RENTAL	CUSTODIAL SERVICES	09/30/21	\$ 78.78
			<u>\$ 78.78</u>
MICHAEL DOUGHERTY	CONTRACTUAL SERVICES	09/30/21	\$ 150.00
			<u>\$ 150.00</u>
MUNETRIX	MUNICIPAL REPORTING	09/30/21	\$ 4,789.00
			<u>\$ 4,789.00</u>
NEIGHBOR FOR NEIGHBOR	CDBG EXPENSE	09/30/21	\$ 1,205.44
			<u>\$ 1,205.44</u>
OAKLAND COUNTY PARKS	ROAD MATCHING	09/30/21	\$ 23,077.89
OAKLAND COUNTY PARKS	MILL POND DAM	09/30/21	\$ 21,666.02
			<u>\$ 44,743.91</u>
PETTY CASH -JAMIE DUBRE	OPERATING SUPPLIES	09/30/21	\$ 11.98
PETTY CASH -JAMIE DUBRE	REPAIRS & MAINTENANCE-TWP. TRUCKS	09/30/21	\$ 7.23
			<u>\$ 19.21</u>
QUILL CORPORATION	OFFICE SUPPLIES	09/30/21	\$ 279.46
			<u>\$ 279.46</u>
RICH SIGN INC.	ANDERSONVILLE REPAIRS & MAINT.	09/30/21	\$ 1,650.00
			<u>\$ 1,650.00</u>
ROAD COMM. FOR OAKLAND COUNTY	GAS, OIL - TWP. TRUCKS	09/30/21	\$ 245.74
ROAD COMM. FOR OAKLAND COUNTY	STREET LIGHTING	09/30/21	\$ 287.61
			<u>\$ 533.35</u>
TECHNOLOGY SOLUTIONS COMPLETE, LLC	COMPUTER SERVICE & MAINTENANCE	09/30/21	\$ 191.84
			<u>\$ 191.84</u>
UNUM LIFE INSURANCE	LIFE INSURANCE	09/30/21	\$ 42.14
UNUM LIFE INSURANCE	DISABILITY INSURANCE	09/30/21	\$ 82.19
UNUM LIFE INSURANCE	LIFE INSURANCE	09/30/21	\$ 17.20
UNUM LIFE INSURANCE	DISABILITY INSURANCE	09/30/21	\$ 25.07
UNUM LIFE INSURANCE	LIFE INSURANCE	09/30/21	\$ 60.63
UNUM LIFE INSURANCE	DISABILITY INSURANCE	09/30/21	\$ 106.82
UNUM LIFE INSURANCE	LIFE INSURANCE	09/30/21	\$ 76.11
UNUM LIFE INSURANCE	DISABILITY INSURANCE	09/30/21	\$ 128.94
UNUM LIFE INSURANCE	LIFE INSURANCE	09/30/21	\$ 18.28
UNUM LIFE INSURANCE	DISABILITY INSURANCE	09/30/21	\$ 26.56
UNUM LIFE INSURANCE	LIFE INSURANCE	09/30/21	\$ 18.92



**Additional Disbursements**  
**Invoice Entry Dates 9/8/2021-9/30/2021**  
**For Approval at October 14, 2021**

UNUM LIFE INSURANCE	DISABILITY INSURANCE	09/30/21	\$	27.59
UNUM LIFE INSURANCE	LIFE INSURANCE	09/30/21	\$	21.50
UNUM LIFE INSURANCE	DISABILITY INSURANCE	09/30/21	\$	33.44
			<u>\$</u>	<u>685.39</u>
VERIZON WIRELESS	MOBILE COMMUNICATIONS	09/30/21	\$	46.12
VERIZON WIRELESS	MOBILE COMMUNICATIONS	09/30/21	\$	75.39
VERIZON WIRELESS	MOBILE COMMUNICATIONS	09/30/21	\$	91.06
VERIZON WIRELESS	MOBILE COMMUNICATIONS	09/30/21	\$	51.12
VERIZON WIRELESS	MOBILE COMMUNICATIONS	09/30/21	\$	84.48
VERIZON WIRELESS	MOBILE COMMUNICATIONS	09/30/21	\$	108.52
			<u>\$</u>	<u>456.69</u>
WILDTYPE	FIELD SUPPLIES	09/30/21	\$	767.24
			<u>\$</u>	<u>767.24</u>
<b>TOTAL</b>			<u><b>\$</b></u>	<u><b>107,054.19</b></u>

**FIRE FUND**

Vendor	Inv. Line Desc	Chk Date		Amount
BLUE CARE NETWORK OF MICHIGAN	HOSPITALIZATION	09/15/21	\$	2,124.98
			<u>\$</u>	<u>2,124.98</u>
ZULTYS, INC	TELEPHONE & INTERNET	09/15/21	\$	596.60
			<u>\$</u>	<u>596.60</u>
ACCIDENT FUND	INSURANCE & BOND	09/30/21	\$	10,941.52
			<u>\$</u>	<u>10,941.52</u>
APOLLO FIRE EQUIPMENT CO	TURN OUT GEAR	09/30/21	\$	69.57
			<u>\$</u>	<u>69.57</u>
AUTOZONE, INC	REPAIRS & MAINTENANCE #1	09/30/21	\$	24.36
AUTOZONE, INC	REPAIRS & MAINTENANCE # 3	09/30/21	\$	24.36
			<u>\$</u>	<u>48.72</u>
C & S MOTORS, INC.	TRUCK REPAIR AND MAINTENANCE	09/30/21	\$	418.55
			<u>\$</u>	<u>418.55</u>
CARDMEMBER SERVICE	OPERATING SUPPLIES #1	09/30/21	\$	64.99
CARDMEMBER SERVICE	REPAIRS & MAINTENANCE #1	09/30/21	\$	28.25
CARDMEMBER SERVICE	REPAIRS & MAINTENANCE #2	09/30/21	\$	599.00
CARDMEMBER SERVICE	REPAIRS & MAINTENANCE # 3	09/30/21	\$	28.26
CARDMEMBER SERVICE	TUITION AND TRAINING	09/30/21	\$	390.63
CARDMEMBER SERVICE	CERTIFICATION & LICENSE	09/30/21	\$	100.00
CARDMEMBER SERVICE	EDUCATIONAL SUPPLIES	09/30/21	\$	27.96

**Additional Disbursements**  
**Invoice Entry Dates 9/8/2021-9/30/2021**  
**For Approval at October 14, 2021**

CARDMEMBER SERVICE	TRUCK REPAIR AND MAINTENANCE	09/30/21	\$	402.73
CARDMEMBER SERVICE	EQUIPMENT MAINTENANCE	09/30/21	\$	19.98
CARDMEMBER SERVICE	MISCELLANEOUS	09/30/21	\$	42.99
CLEAN TEAM, INC	COVID	09/30/21	\$	650.00
			\$	650.00
CNA SURETY	INSURANCE & BOND	09/30/21	\$	20.00
			\$	20.00
COFFEE BREAK, INC.	MISCELLANEOUS	09/30/21	\$	45.75
			\$	45.75
COMCAST	TELEPHONE & INTERNET	09/30/21	\$	298.40
			\$	298.40
CONSUMERS ENERGY	HEAT #2	09/30/21	\$	34.90
			\$	34.90
DTE ENERGY	ELECTRIC #1	09/30/21	\$	330.17
DTE ENERGY	ELECTRIC #2	09/30/21	\$	672.44
DTE ENERGY	ELECTRIC #3	09/30/21	\$	221.96
			\$	1,224.57
GRIFFEN WATTS	TUITION AND TRAINING	09/30/21	\$	2,325.00
			\$	2,325.00
J&B MEDICAL SUPPLY, INC	MEDICAL SUPPLIES	09/30/21	\$	215.08
			\$	215.08
JONATHAN MINER	CERTIFICATION & LICENSE	09/30/21	\$	25.00
			\$	25.00
NYE UNIFORM	UNIFORMS	09/30/21	\$	225.00
			\$	225.00
OAKLAND COUNTY-SHERIFF'S BILL	DISPATCH	09/30/21	\$	3,161.97
			\$	3,161.97
R&R FIRE TRUCK REPAIR, INC	TRUCK REPAIR AND MAINTENANCE	09/30/21	\$	459.68
			\$	459.68
ROAD COMM. FOR OAKLAND COUNTY	GAS & OIL	09/30/21	\$	1,979.55
			\$	1,979.55
STAR EMS	COURT/COLLECTION FEES	09/30/21	\$	198.83
			\$	198.83



**Additional Disbursements**  
**Invoice Entry Dates 9/8/2021-9/30/2021**  
**For Approval at October 14, 2021**

STATE OF MICHIGAN	MISCELLANEOUS	09/30/21	\$ 5.44
			<u>\$ 5.44</u>
TURNOUT MANAGEMENT	TURN OUT GEAR	09/30/21	\$ 57.50
			<u>\$ 57.50</u>
UNUM LIFE INSURANCE	LIFE INS/PROVIDENT INS	09/30/21	\$ 104.92
UNUM LIFE INSURANCE	DISABILITY INSURANCE	09/30/21	\$ 192.13
			<u>\$ 297.05</u>
VERIZON WIRELESS	TELEPHONE & INTERNET	09/30/21	\$ 120.03
			<u>\$ 120.03</u>
<b>TOTAL</b>			<b>\$ 27,248.48</b>

**CABLE FUND**

Vendor	Inv. Line Desc	Chk Date	Amount
None			<u>\$ -</u>
<b>TOTAL</b>			<b>\$ -</b>

**POLICE FUND**

Vendor	Inv. Line Desc	Chk Date	Amount
DESIGN RESOURCES	REPAIRS & MAINTENANCE	09/24/21	\$ 750.00
			<u>\$ 750.00</u>
ADKISON, NEED, ALLEN & RENTROP PLLC	LEGAL FEES	09/30/21	\$ 1,014.00
			<u>\$ 1,014.00</u>
OAKLAND COUNTY-SHERIFF'S BILL	CONTRACTUAL SERVICES	09/30/21	\$ 146,946.58
OAKLAND COUNTY-SHERIFF'S BILL	OVERTIME	09/30/21	\$ 969.06
			<u>\$ 147,915.64</u>
<b>TOTAL</b>			<b>\$ 149,679.64</b>

**BUILDING FUND**

Vendor	Inv. Line Desc	Chk Date	Amount
CARLISLE/WORTMAN ASSOCIATES	ADMINISTRATION & INSPECTIONS	09/30/21	\$ 2,500.00
			<u>\$ 2,500.00</u>
ACCIDENT FUND	INSURANCE & BOND	09/30/21	\$ 248.05
			<u>\$ 248.05</u>

**Additional Disbursements**  
**Invoice Entry Dates 9/8/2021-9/30/2021**  
**For Approval at October 14, 2021**

CARLISLE/WORTMAN ASSOCIATES	PERMIT CONTRACTUAL FEES	09/30/21	\$ 1,607.40
			<u>\$ 1,607.40</u>
GENERAL FUND	TELEPHONE	09/15/21	\$ 181.13
			<u>\$ 181.13</u>
	<b>TOTAL</b>		<b><u>\$ 4,536.58</u></b>

**LAKE IMPROVEMENT FUND**

Vendor	Inv. Line Desc	Chk Date	Amount
21ST CENTURY MEDIA - MICHIGAN	CONTR. SERVICES-WAUMEGAH-WEED	09/15/21	\$ 79.56
			<u>\$ 79.56</u>
AQUA WEED CONTROL	CONTR. SERVICES-DIXIE LAKE	09/30/21	\$ 1,244.94
			<u>\$ 1,244.94</u>
DONNA VENTIMIGLIA	CONTR. SERVICES-DIXIE LAKE	09/30/21	\$ 440.23
			<u>\$ 440.23</u>
DTE - WAUMEGAH	CONTR. SERVICES-WAUMEGAH-WEED	09/30/21	\$ 1,596.51
			<u>\$ 1,596.51</u>
GENERAL FUND	CONTR. SERVICES-WAUMEGAH-WEED	09/30/21	\$ 150.00
			<u>\$ 150.00</u>
OAKLAND HARVESTERS	CONTR. SERVICES-DIXIE LAKE	09/30/21	\$ 10,428.75
			<u>\$ 10,428.75</u>
SEASIDE SEAWALLS LLC	CONTR. SERVICES-DIXIE LAKE	09/30/21	\$ 740.00
			<u>\$ 740.00</u>
	<b>TOTAL</b>		<b><u>\$ 14,679.99</u></b>

**GRAND TOTAL                    \$ 303,198.88**



# REGULAR MEETING

October 14, 2021

Township of Springfield

Sean R. Miller, Clerk

## BILLS PRESENTED FOR PAYMENT:

## GENERAL FUND

Vendor	Invoice Line Desc	Amount
ALL-N-ONE LAWN CARE	REPAIRS & MAINTENANCE	\$ 280.00
ALL-N-ONE LAWN CARE	REPAIRS & MAINT. / 700 BROADWAY	\$ 140.00
CONSUMERS ENERGY	REPAIRS & MAINT. / 700 BROADWAY	\$ 37.95
DTE ENERGY	REPAIRS & MAINT. / 700 BROADWAY	\$ 103.89
ALL-N-ONE LAWN CARE	DAVISBURG REPAIRS & MAIN.	\$ 900.00
SPRINGFIELD TWP. PARKS & REC.	DAVISBURG REPAIRS & MAIN.	\$ 279.78
ALL-N-ONE LAWN CARE	ANDERSONVILLE REPAIRS & MAINT.	\$ 720.00
ALL-N-ONE LAWN CARE	BIGELOW CEMETERY LAWN & GROUND KEEPING	\$ 100.00
ALL-N-ONE LAWN CARE	BRIDGE LK CEMETERY LAWN & GROUND KEEPING	\$ 160.00
ALL-N-ONE LAWN CARE	SPRINGFIELD PLNS CEM LAWN & GROUND	\$ 180.00
TECHNOLOGY SOLUTIONS COMPLETE, LLC	COMPUTER SERVICE & MAINTENANCE	\$ 191.84
BASIC	FSA ADMIN FEES	\$ 50.00
ECTO HR, INC	HR CONSULTANT	\$ 15.00
BLUE CARE NETWORK OF MICHIGAN	HOSPITALIZATION	\$ 10,921.75
AMERICAN WATER	OPERATING SUPPLIES	\$ 58.50
PITNEY BOWES	POSTAGE	\$ 173.70
AT&T	TELEPHONE	\$ 190.82
ZULTYS, INC	TELEPHONE	\$ 1,198.07
ROAD COMM. FOR OAKLAND COUNTY	GAS, OIL - TWP. TRUCKS	\$ 183.89
KIEFT ENGINEERING, INC.	MISCELLANEOUS	\$ 12.00
VICTOR STANLEY	COVID	\$ 2,399.00
AMERICAN WATER	MAINTENANCE SUPPLIES-CIVIC CENTER	\$ 17.50
KERTON LUMBER CO	MAINTENANCE SUPPLIES-CIVIC CENTER	\$ 55.95
LIGHTING SUPPLY CO.	MAINTENANCE SUPPLIES-CIVIC CENTER	\$ 115.79
CLEAN TEAM, INC	CUSTODIAL SERVICES	\$ 1,772.80
ALL-N-ONE LAWN CARE	LAWN & GROUND KEEPING	\$ 310.00
CONSUMERS ENERGY	HEAT	\$ 69.80
METCOM	OPERATING SUPPLIES-ORDINANCE OFFCR.	\$ 676.50
ROAD MAINTENANCE CORP.	CHLORIDE	\$ 1,423.80
CONSUMERS ENERGY	STREET LIGHTING	\$ 0.19
DTE ENERGY	STREET LIGHTING	\$ 2,876.16
SIX RIVERS LAND CONSERVANCY	CONTRACTUAL SERVICES	\$ 5,000.00
WILDTYPE	CONTRACTUAL SERVICES	\$ 1,470.00
VERIZON WIRELESS	MOBILE COMMUNICATIONS	\$ 80.02
<b>TOTAL \$</b>		<b>32,164.70</b>

## BILLS PRESENTED FOR PAYMENT:

## FIRE FUND

Vendor	Inv. Line Desc	Amount
CONSUMERS ENERGY	HEAT #1	\$ 31.84
ALL-N-ONE LAWN CARE	REPAIRS & MAINTENANCE #1	\$ 320.00
AMERICAN WATER	REPAIRS & MAINTENANCE #1	\$ 17.50
MAURER'S TEXTILE RENTAL	OPERATING SUPPLIES #2	\$ 58.66
ALL-N-ONE LAWN CARE	REPAIRS & MAINTENANCE #2	\$ 300.00
AMERICAN WATER	REPAIRS & MAINTENANCE #2	\$ 36.50
CONSUMERS ENERGY	HEAT#3	\$ 19.25
ALL-N-ONE LAWN CARE	REPAIRS & MAINTENANCE # 3	\$ 360.00
AMERICAN WATER	REPAIRS & MAINTENANCE # 3	\$ 17.50
BLUE CARE NETWORK OF MICHIGAN	HOSPITALIZATION	\$ 2,124.98
JACOB HARLESS	MILEAGE ALLOWANCE	\$ 224.00

**REGULAR MEETING****October 14, 2021**

Township of Springfield

Sean R. Miller, Clerk

COMCAST	TELEPHONE & INTERNET	\$	286.70
COMCAST	TELEPHONE & INTERNET	\$	286.70
ZULTYS, INC	TELEPHONE & INTERNET	\$	594.08
WEST SHORE FIRE, INC.	TURN OUT GEAR	\$	55.00
WITMER PUBLIC SAFETY GROUP, IN	TURN OUT GEAR	\$	98.97
ROAD COMM. FOR OAKLAND COUNTY	GAS & OIL	\$	1,468.50
APOLLO FIRE APPARATUS REPAIR	TRUCK REPAIR AND MAINTENANCE	\$	77.72
CLYDE'S FRAME & WHEEL	TRUCK REPAIR AND MAINTENANCE	\$	2,101.34
PREMIER SAFETY	TRUCK REPAIR AND MAINTENANCE	\$	488.00
SUTPHEN CORPORATION	CAPITAL OUTLAY	\$	1,469,020.00

**TOTAL \$ 1,477,987.24****BILLS PRESENTED FOR PAYMENT: POLICE FUND**

Vendor	Inv. Line Desc	Amount
DESIGN RESOURCES	REPAIRS & MAINTENANCE	\$ 750.00
<b>TOTAL</b>		<b>\$ 750.00</b>

**BILLS PRESENTED FOR PAYMENT: CABLE FUND**

Vendor	Inv. Line Desc	Amount
CHARTER TOWNSHIP OF INDEPENDENCE	CONSULTANTS/CONTRACTING	\$ 1,500.00
COMCAST	TELEPHONE	\$ 293.35
GENERAL FUND	OFFICE RENT	\$ 900.00
GENERAL FUND	SUPPORT SERVICES	\$ 2,800.00
<b>TOTAL</b>		<b>\$ 5,493.35</b>

**BILLS PRESENTED FOR PAYMENT: BUILDING FUND**

Vendor	Inv. Line Desc	Amount
JEFF SHAFER	BUILDING INSPECTOR (CONTRACTUAL)	\$ 1,305.00
JEFF SPENCER	BUILDING INSPECTOR (CONTRACTUAL)	\$ 90.00
DOUG WEAVER	ELECTRICAL INSPECTOR(CONTRACTUAL)	\$ 1,077.05
RON SHELTON	ELECTRICAL INSPECTOR(CONTRACTUAL)	\$ 1,111.83
MERLE WEST	PLUMBING INSPECTOR (CONTRACTUAL)	\$ 881.40
MERLE WEST	MECHANICAL INSPECTOR (CONTRACTUAL)	\$ 2,080.00
GENERAL FUND	TELEPHONE	\$ 180.34
GENERAL FUND	FACILITY RENT & UTILITIES	\$ 1,500.00
GENERAL FUND	RECEIPTING, ACCOUNTING & PAYROLL	\$ 2,000.00
<b>TOTAL</b>		<b>\$ 10,225.62</b>



**REGULAR MEETING**  
**October 14, 2021**

Township of Springfield

Sean R. Miller, Clerk

**BILLS PRESENTED FOR PAYMENT:**

**LAKE IMPROVEMENT FUND**

Vendor	Invoice Line Desc	Amount
KIEFT ENGINEERING, INC.	CONTR. SERVICES-DIXIE LAKE	\$ 668.00
PAULA LENTINE	CONTR. SERVICES-DIXIE LAKE	\$ 298.81
PROGRESSIVE AE	CONTR. SERVICES-DIXIE LAKE	\$ 3,000.00
SEASIDE SEAWALLS LLC	CONTR. SERVICES-DIXIE LAKE	\$ 39,500.00
STEVE FELIX	CONTR. SERVICES-DIXIE LAKE	\$ 81.86
FREMONT INSURANCE	CONTR. SERVICES-SUSIN LAKE	\$ 367.50
<b>TOTAL</b>		<b>\$ 43,916.17</b>

**GRAND TOTAL** **\$ 1,570,537.08**

GRETCHEN WHITMER  
GOVERNOR



STATE OF MICHIGAN  
**DEPARTMENT OF TRANSPORTATION**  
OAKLAND TRANSPORTATION SERVICE CENTER



September 1, 2021

**2022 ANNUAL PERMIT FOR WORK ON STATE TRUNKLINE RIGHT OF WAY**

The MDOT Oakland TSC is now accepting 2022 Annual Permit applications. All permit applications are to be submitted via the MDOT electronic Construction Permit System (CPS). The 2022 Annual Permit will be effective January 1, 2022. Your current 2021 Annual Permit shall continue to be used for any work occurring between now and December 31, 2021.

The Performance Resolution for Governmental Agencies (Form 2207B) was revised in May 2021, therefore, if you haven't done so already, an updated Resolution will be required for 2022. The form shall include the name or title of the designated person(s) authorized to sign permits and shall be uploaded into CPS with your Annual Permit application. I have attached a copy of the form and it can also be found on the internet at [www.michigan.gov/mdot](http://www.michigan.gov/mdot).

Each time you perform work under your Annual Permit you will need to submit an electronic Advance Notice via the MDOT electronic CPS system. No work shall be performed until the Advance Notice is approved by MDOT.

An Individual Permit is required for all proposed operations in the MDOT right of way not covered under the Annual Permit.

Municipalities, when working within their municipal limits, are exempt from permit fees.

Thank you for your cooperation. If you have any additional questions, feel free to contact me at 248-895-2558 or MDOT Permit Agent Fred Roeder at 248-208-5894.

Sincerely,

Stacey Gough  
Oakland TSC Utility/Permit Engineer  
[goughs@michigan.gov](mailto:goughs@michigan.gov)

cc: File



## PERFORMANCE RESOLUTION FOR MUNICIPALITIES

*This Performance Resolution (Resolution) is required by the Michigan Department of Transportation for purposes of issuing to a Municipality an "Individual Permit for Use of State Highway Right of Way", and/or an "Annual Application and Permit for Miscellaneous Operations within State Highway Right of Way".*

RESOLVED WHEREAS, the \_\_\_\_\_  
(County, City, Village, Township, etc.)

hereinafter referred to as the "MUNICIPALITY," periodically applies to the Michigan Department of Transportation, hereinafter referred to as the "DEPARTMENT," for permits, referred to as "PERMIT," to construct, operate, use and/or maintain utilities or other facilities, or to conduct other activities, on, over, and under State Highway Right of Way at various locations within and adjacent to its corporate limits;

NOW THEREFORE, in consideration of the DEPARTMENT granting such PERMIT, the MUNICIPALITY agrees that:

1. Each party to this *Resolution* shall remain responsible for any claims arising out of their own acts and/or omissions during the performance of this *Resolution*, as provided by law. This *Resolution* is not intended to increase either party's liability for, or immunity from, tort claims, nor shall it be interpreted, as giving either party hereto a right of indemnification, either by Agreement or at law, for claims arising out of the performance of this Agreement.
2. If any of the work performed for the MUNICIPALITY is performed by a contractor, the MUNICIPALITY shall require its contractor to hold harmless, indemnify and defend in litigation, the State of Michigan, the DEPARTMENT and their agents and employee's, against any claims for damages to public or private property and for injuries to person arising out of the performance of the work, except for claims that result from the sole negligence or willful acts of the DEPARTMENT, until the contractor achieves final acceptance of the MUNICIPALITY. Failure of the MUNICIPALITY to require its contractor to indemnify the DEPARTMENT, as set forth above, shall be considered a breach of its duties to the DEPARTMENT.
3. Any work performed for the MUNICIPALITY by a contractor or subcontractor will be solely as a contractor for the MUNICIPALITY and not as a contractor or agent of the DEPARTMENT. The DEPARTMENT shall not be subject to any obligations or liabilities by vendors and contractors of the MUNICIPALITY, or their subcontractors or any other person not a party to the PERMIT without the DEPARTMENT'S specific prior written consent and notwithstanding the issuance of the PERMIT. Any claims by any contractor or subcontractor will be the sole responsibility of the MUNICIPALITY.
4. The MUNICIPALITY shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the PERMIT which results in claims being asserted against or judgment being imposed against the State of Michigan, the Michigan Transportation Commission, the DEPARTMENT, and all officers, agents and employees thereof and those contracting governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract. In the event that the same occurs, for the purposes of the PERMIT, it will be considered as a breach of the PERMIT thereby giving the State of Michigan, the DEPARTMENT, and/or the Michigan Transportation Commission a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.
5. The MUNICIPALITY will, by its own volition and/or request by the DEPARTMENT, promptly restore and/or correct physical or operating damages to any State Highway Right of Way resulting from the installation construction, operation and/or maintenance of the MUNICIPALITY'S facilities according to a PERMIT issued by the DEPARTMENT.

6. With respect to any activities authorized by a PERMIT, when the MUNICIPALITY requires insurance on its own or its contractor's behalf it shall also require that such policy include as named insured the State of Michigan, the Transportation Commission, the DEPARTMENT, and all officers, agents, and employees thereof and those governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract.
7. The incorporation by the DEPARTMENT of this *Resolution* as part of a PERMIT does not prevent the DEPARTMENT from requiring additional performance security or insurance before issuance of a PERMIT.
8. This *Resolution* shall continue in force from this date until cancelled by the MUNICIPALITY or the DEPARTMENT with no less than thirty (30) days prior written notice provided to the other party. It will not be cancelled or otherwise terminated by the MUNICIPALITY with regard to any PERMIT which has already been issued or activity which has already been undertaken.

BE IT FURTHER RESOLVED that the following position(s) are authorized to apply to the DEPARTMENT for the necessary permit to work within State Highway Right of Way on behalf of the MUNICIPALITY.

Title and/or Name:

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I HEREBY CERTIFY that the foregoing is a true copy of a resolution adopted by

the \_\_\_\_\_  
(Name of Board, etc.)

of the \_\_\_\_\_ of \_\_\_\_\_  
(Name of MUNICIPALITY) (County)

at a \_\_\_\_\_ meeting held on the \_\_\_\_\_ day  
of \_\_\_\_\_ A.D. \_\_\_\_\_.

Signed \_\_\_\_\_

---

*Title*

---

Print Signed Name \_\_\_\_\_



# RESOLUTION

2021-13

## RESOLUTION TO ADOPT 2022 POVERTY EXEMPTION GUIDELINES AND STANDARDS

**WHEREAS**, the adoption of guidelines for poverty exemption is required of the Township Board; and

**WHEREAS**, the principal residence of persons, who in the judgment of the Board of Review determines by reason of poverty to be unable to contribute to the public charge, is eligible for exemption in whole or in part from taxation under Public Act 253 of 2020 (MCL211.7u); and

**WHEREAS**, pursuant to PA 253 of 2020, the Township of Springfield, Oakland County, adopts the following guidelines for the Board of Review to implement. The guidelines shall include the specific income and asset levels of the claimant and all persons residing in the household.

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

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

**NOW, THEREFORE, BE IT HEREBY RESOLVED** that:

1. The applicant and ALL persons that reside in the household must have a combined annual income less than the amounts shown in Attachment A;
2. The applicant be an owner of and occupy as a principal residence, the property for which an exemption is requested for a minimum of three (3) years, as of December 31, 2021.
3. The applicant shall not have ownership in any real property other than the principal residence ~~subject to the application, unless, in the opinion of the Board of Review, the additional real estate is associated with and used in conjunction with the principal residence;~~
4. The applicant's total net assets (excluding the principal residence) shall not exceed \$125,000;
5. Poverty Exemptions are limited to a period of three years out of seven years, unless the applicant is age 62 or older or is prevented from gainful employment as a result of a disability. Proof of disability, which may include a physician's statement, may be requested;
6. The Board of Review or Assessor may request verification of information submitted, statements made, and qualifications of the applicant. Failure to supply the verification requested may be grounds for the Board of Review to deny the exemption.

Upon a call of the roll, the vote:

Yes:

No:

Absent:

**RESOLUTION DECLARED ADOPTED.**

STATE OF MICHIGAN                 )  
COUNTY OF OAKLAND          ) ss.

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 Township Board of Trustees held on October 14, 2021, the original of which is on file in my office.

CHARTER TOWNSHIP OF SPRINGFIELD

SEAN R. MILLER, Clerk



## ATTACHMENT A

### 2022 POVERTY TAX EXEMPTION GUIDELINES AND STANDARDS

The 2021 Very Low Income Limits established by the U.S. Department of Housing and Urban Development were used to establish these guidelines. For any applicant whose income is at least 21% below the following income levels, a total exemption from ad-valorem property taxes **MAY** be granted:

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Family of 1 . . . .	\$28,000 yearly	Family of 5 . . . .	\$43,200 yearly
Family of 2 . . . .	\$32,000 yearly	Family of 6 . . . .	\$46,400 yearly
Family of 3 . . . .	\$36,000 yearly	Family of 7 . . . .	\$49,600 yearly
Family of 4 . . . .	\$40,000 yearly	Family of 8 . . . .	\$52,800 yearly
		Each addnl. . . .	\$ 3200 yearly

# SPRINGFIELD CHARTER TOWNSHIP

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



## MEMO

**TO:** Township Board  
**FROM:** Laura Moreau, Supervisor *LM*  
**DATE:** September 6, 2021  
**RE:** Dixie Lake Improvement Board Appointment

The Board received communication from Donna Ventimiglia in August that she is choosing not to be reappointed to the lake board at the expiration of her current term ending this month. Lake residents were notified of the upcoming vacancy and one resident submitted his name for consideration.

Attached is a letter of interest from Bruce McCallum. Mr. McCallum has an impressive professional background and has been very involved in the community and with Dixie Lake since 1998. Letters of support from Donna Ventimiglia, Steve Felix, and Mike Mulligan also are attached.

### **Recommended Motion**

**Appoint Bruce McCallum to Dixie Lake Improvement Board for a 3-year term expiring October 2024.**



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

Hello,

My name is Bruce McCallum, and I am a resident of Davisburg and have lived on Dixie Lake since 1998. I purchased an open lot on the South side of the lake and built a small home facing the lake to emphasize the views. It had been my dream to live on a lake since I was a child, as I had grown up across the street from Huntoon Lake in Waterford. I have been married to Lisa for 21 years and have 3 grown daughters that enjoyed growing up on the lake. We have thoroughly enjoyed living on the lake, including both water sports- skiing, tubing, wakeboarding- and general socializing on the lake. Dixie Lake is unique in the social nature of our residents, the number of social activities, as well as the welcoming tone for all visitors or new residents.

I work for General Motors as the manager of a Validation Team for a future GM Electric Vehicle. I am responsible to guide 80+ people to identify all testing, analysis and simulation requirements for our vehicle, and then order and schedule vehicles and lab operations to get all testing completed on time. I am responsible to keep things on time, and therefore am looked at as a leader and issue breaker / problem solver. I am able to keep a calm demeanor when problems are brought to me and help guide the Team through idea generation and agreement on the final solution. I am looked at as a People Leader, and someone that is not afraid to speak up when necessary, and known to take the heat for the Team when required.

I have participated in many 'Operational Excellence' projects at GM where we look to streamline and optimize processes to become more efficient and successful. I have led several of these projects which resulted in elimination of roadblocks and implementation of a new process in place today. I am also known as someone who addresses problems directly, am very hands on, and 'get my hands dirty' by joining in to help resolve issues. I believe my position and experience at work in managing people, guiding Teams through issue discovery and resolution, as well as leading Teams to meet defined requirements make me an excellent fit for this position.

I have participated in the STEM program AWIM (A World in Motion) at Springfield Plains Elementary for ~8 years, working with 4<sup>th</sup> and 5<sup>th</sup> graders on projects to introduce them to science and teach basic principles. I assist the students in creating the physical properties, answer questions, challenge them to think, and hopefully get them interested in science for their future school years.

I have not been on any DLHO boards to date but have occasionally helped with posting of signs for no wake zones, as well as alerting boat drivers of unsafe operation when I see it. I am interested in helping guide the future health and safety of Dixie Lake to ensure the lake can be functional and fun for all. I want to ensure the lake does not end up with any 'Public Access', as our small lake has a limit to the number of boats it can handle and still be safe.

I love living on Dixie Lake and am very interested in its course for the future. I believe the DLIB can have a major impact on keeping the lake safe and healthy and requires the right input to insure the right direction. I believe my appointment to the DLIB would help this become true, and I look forward to the opportunity if appointed.

Sincerely,  
Bruce McCallum  
[BLMSMCCALLUM@AOL.COM](mailto:BLMSMCCALLUM@AOL.COM)  
586-623-2829

## Laura Moreau

---

**From:** Steve Felix <skifelix@gmail.com>  
**Sent:** Monday, October 4, 2021 6:58 PM  
**To:** Laura Moreau  
**Cc:** pvining1343@gmail.com; Donna Ventimiglia  
**Subject:** DLIB Applicant: Bruce McCallum

Laura, first I wanted to thank you for your time and help today in support of the Dixie Lake Launch project. I also wanted to send a note, per our conversation, in support of Bruce McCallum for the position opening up on the Dixie Lake Improvement Board. I have known Bruce for many years as a lake resident. He has often shown interest in being part of making this a better lake, and has been willing to help whenever the DLHA has needed volunteers, as an example when we collectively put up "No Wake" and other safety signs around the lake. He has also helped by taking an objective look at weed harvester and weed control activities and provided constructive feedback to the board. I have also noticed he has good relationships with many on the Lake and is also very welcoming to new people that move here. I believe this makes him well respected on the lake, and thus a great candidate for the board position.

Thank You

Steve Felix  
DLIB



## Laura Moreau

---

**From:** Donna Ventimiglia <dventy2@gmail.com>  
**Sent:** Monday, October 4, 2021 8:41 PM  
**To:** Laura Moreau  
**Cc:** pvining1343@gmail.com; Steven Felix  
**Subject:** Re: DLIB Applicant: Bruce McCallum

Yes, thank you for your assistance today Laura. I also support Bruce McCallum for the open Board position.

---

Donna

Sent from my iPad

On Oct 4, 2021, at 6:58 PM, Steve Felix <skifelix@gmail.com> wrote:

Laura, first I wanted to thank you for your time and help today in support of the Dixie Lake Launch project. I also wanted to send a note, per our conversation, in support of Bruce McCallum for the position opening up on the Dixie Lake Improvement Board. I have known Bruce for many years as a lake resident. He has often shown interest in being part of making this a better lake, and has been willing to help whenever the DLHA has needed volunteers, as an example when we collectively put up "No Wake" and other safety signs around the lake. He has also helped by taking an objective look at weed harvester and weed control activities and provided constructive feedback to the board. I have also noticed he has good relationships with many on the Lake and is also very welcoming to new people that move here. I believe this makes him well respected on the lake, and thus a great candidate for the board position.

Thank You

Steve Felix  
DLIB

## Laura Moreau

---

**From:** Mulligan, Mike <mulligan@ppg.com>  
**Sent:** Wednesday, October 6, 2021 2:25 PM  
**To:** Supervisor's Office  
**Cc:** William Bannister; Steven Felix; 'dennis@haun.com'; Paula Vining; 'Donna Ventimiglia (dventy2@gmail.com)'  
**Subject:** Bruce McCallum - Candidate for Dixie Lake Improvement Board (DLIB)

Laura,

I'm writing to support the candidacy of Bruce McCallum, whom I understand has expressed his interest to become a member of the Dixie Lake Improvement Board following Donna Ventimiglia's "retirement" from the DLIB this month of October.2021.

I have known Bruce for over 25 years – his daughters attended Cross Hill Preschool in Davisburg with my children and our families often car-pooled together in those early days. A few years later, Bruce and his family moved onto Dixie Lake and we became lake neighbors. Since then, Bruce has been an avid user of the lake – frequently boating in the summer and also spending time on the frozen lake in winter activities like ice skating, taking walks around the lake, etc. Bruce and I have spent a lot of time together over the years and I have come to know him as a lake resident very interested in the safety of all who use the lake, aware of the importance of preserving and improving lake water quality, and supportive of the missions of the DLIB and the Dixie Lake Homeowners Association (DLHA) to foster a community that benefits all Dixie Lake residents. Bruce is familiar and friendly with many Dixie Lake residents, especially those who live near him on King Road in Plat 9. Over the years, Bruce has been active with the DLHA by attending our meetings, helping to install safety-related signs around the lake, and participating in nearly all of our social events each year, such as boat parades and raft-offs during summer and gatherings on the ice and ski outings in winter.

Bruce will bring to the DLIB the well-rounded experience and perspective of a long time Dixie Lake resident that is so important to that organization. Therefore, on behalf of the officers of the DLHA, I endorse Bruce McCallum to fill the soon-to-be-open position on the DLIB.

Please reply with questions and or call to discuss.

Thanks,

Mike Mulligan, President  
Dixie Lake Homeowners Association  
248.789.2324  
[mulligan@ppg.com](mailto:mulligan@ppg.com)





# MEMO

TO: Township Board

FROM: Joan Rusch, Supervisor's Assistant

DATE: October 5, 2021

RE: **FSA Renewal – 2022**

It's time to consider renewing the Township's FSA plan for 2022. The general administration of the plan should not change, but the board needs to set a contribution limit for 2022. The maximum allowed contribution limit for 2022 is \$2750. Last year the Board authorized the maximum contribution to be maintained at \$2500. Once this item is approved, I will send out renewal information to each eligible employee, so everything is in place to submit by the renewal date.

**Motion Request: Authorize renewal of the BASIC FSA (Flexible Spending Account) for 2022 with the employee contribution maximum maintained at \$2500.**



# MEMO

TO: Township Board

FROM: Joan Rusch, Supervisor's Assistant

DATE: September 20, 2021

RE: **SMART Municipal Credit - 2022**

Attached to this memo is a proposed 2022 contract with SMART. In the past several years these funds have been transferred to the Independence Township Senior Center to assist in transportation of Springfield residents. I have attached a letter from Independence Township requesting those funds to be transferred again this year.

**Motion Request:**

**Authorize the Supervisor to execute the Municipal Credit and Community Credit Contract for FY 2022 to transfer SMART credits of \$13,718.00 to the Independence Township Senior Center to assist in transportation of Springfield residents.**





September 10, 2021

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

Dear Ms. Moreau

On behalf of Independence Township, I am requesting Springfield Township Municipal Credits for FY 2022 from SMART for the total amount of \$13,718.00. They will be used for Transportation Service for seniors and disabled adults that reside in Springfield and Independence Townships and the City of the Village of Clarkston. We will be combining all three of the participating communities' credits to operate our transportation program as we have in the past.

Enclosed are the 2020 Independence Township transportation statistics and 2021 transportation statistics through August. Please note that through August of this year we have provided 349 rides and traveled 4,610 miles for Springfield Township residents. In 2020 we had a total of 613 rides and covered 8,733 miles transporting your residents. If you have any questions or need additional information, feel free to contact me.

Sincerely,

*Jennifer Angus*

Jennifer Angus  
Senior Division Supervisor



INDEPENDENCE TOWNSHIP PARKS, RECREATION & SENIORS

Senior Community Center

6000 Clarkston Rd., Clarkston, MI 48348 • 248.625.8231 • [www.indtwp.com](http://www.indtwp.com)

*Healthier, Happier Living!*



# MUNICIPAL CREDIT and COMMUNITY CREDIT CONTRACT FOR FY2022

I, **LAURA MOREAU**, as the **TOWNSHIP SUPERVISOR** of the **SPRINGFIELD TOWNSHIP** (hereinafter, the "Community") hereby apply to SMART and agree to the terms and conditions herein, for the receipt and expenditure of **Municipal Credits** available for the period **July 1, 2021** through **June 30, 2022** (Section 1 below), and **Community Credits** available for the period **July 1, 2021** to **June 30 2022** (Section 2 below); and further agree that the **Municipal and Community Credits Master Agreement** between the parties is incorporated herein by reference. A description of the service the Community shall provide hereunder is set forth in **Exhibit A**, and the operating budget for that service is set forth in **Exhibit B**, both of which are attached hereto and incorporated herein.

1. The Community agrees to use \$ **13,718.00** in **Municipal Credit** funds as follows:

- (a) Transfer to INDEPENDENCE TWP. Funding of: \$ 13,718.00  
TRANSFeree COMMUNITY
- (b) Van/Bus Operations At the cost of: \$ \_\_\_\_\_  
(Including Charter and Taxi services)
- (c) Services Purchased from SMART At the cost of: \$ \_\_\_\_\_  
(Including Tickets, Shuttle Services/Dial-a-Ride)
- (d) Services Purchased from Subcontractor At the cost of: \$ \_\_\_\_\_

\_\_\_\_\_  
(NAME OF SUBCONTRACTOR)  
(See attached Subcontractor Service Agreement)

**Total \$ 13,718.00**

SMART intends to provide Municipal Credit funds under this contract to the extent funds for the program are made available to it by the Michigan Legislature pursuant to Michigan Public Act 51 of 1951. Municipal Credit funds made available to SMART through legislative appropriation are based on the State's approved budget. In the event that revenue actually received is insufficient to support the Legislature's appropriation, it will result in an equivalent reduction in funding provided to the Community pursuant to this Contract. In such event, SMART reserves the right, without notice, to reduce the payment of Municipal Credit funds by the amount of any reduction by the legislature to SMART. All Municipal Credit funding must be spent by **June 30, 2023**; all funds not spent by that date will revert back to SMART pursuant to Michigan Public Act 51 of 1951, for expenditure consistent with Michigan law and SMART policy.

2. The Community agrees to use \$ **0** in **Community Credit** funds available as follows:

- (a) Transfer to \_\_\_\_\_ Funding of: \$ \_\_\_\_\_  
TRANSFeree COMMUNITY
- (b) Van/Bus Operations At the cost of: \$ \_\_\_\_\_  
(Including Charter and Taxi services)
- (c) Services Purchased from SMART At the cost of: \$ \_\_\_\_\_  
(Including Tickets, Shuttle Services/Dial-a-Ride)
- (d) Capital Purchases At the cost of: \$ \_\_\_\_\_



(e) Services Purchased from Subcontractor

At the cost of: \$ \_\_\_\_\_

\_\_\_\_\_  
(NAME OF SUBCONTRACTOR)

(See attached Subcontractor Service Agreement)

**Total \$ 0**

To the extent that this Contract calls for a payment of funds directly from SMART to a subcontractor, Community hereby acknowledges that it is the party entitled to receive such funds and is affirmatively authorizing and directing SMART to pay such funds directly to the subcontractor on its behalf. Capital purchases permitted with Community Credits are subject to applicable state and federal regulations, and SMART policy, including procurement guidelines. When advantageous, SMART may make procurements directly. Reimbursement for purchases made by Community requires submission of proper documentation to support the purchase (i.e. purchase orders, receiving reports, invoices, etc.). Community Credit dollars available in **FY 2022**, may be required to serve local employer transportation needs per the coordination requirements set forth in the aforementioned Master Agreement. All Community Credit funds must be spent by **June 30, 2024** any funds not spent by that date may revert back to SMART for expenditure consistent with SMART policy.

The Parties acknowledge and agree that this Agreement may be executed by electronic signature, which shall be considered as an original signature for all purposes and shall have the same force and effect as an original signature. The Parties agree that the electronic signatures appearing on this Agreement are the same as handwritten signatures for the purposes of validity, enforceability and admissibility. Without limitation, "electronic signature" shall include faxed versions of an original signature or electronically scanned and transmitted versions (e.g., via pdf) of an original signature.

This Agreement shall be binding once signed by both parties.

**SUBURBAN MOBILITY AUTHORITY  
FOR REGIONAL TRANSPORTATION**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**SPRINGFIELD TOWNSHIP**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
LAURA MOREAU

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
TOWNSHIP SUPERVISOR

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**EXHIBIT A** *(INDEPENDENCE TWP.)*

**PROJECT DESCRIPTION**

Overall Project Description *(Provide a descriptive narrative):*

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Service Area *(Provide geographic boundaries):*

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Service Times *(Provide days and hours of service):*

---

---

Eligible User Groups *(Users eligible to use the service):*

---

---

Fare Structure *(Cost to use service):*

---

---

Service Mode *(Describe the number and type of vehicles used and if they are wheelchair lift-equipped):*

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## EXHIBIT A

### INDEPENDENCE TOWNSHIP PROJECT DESCRIPTION

**Overall Project Description (Provide a descriptive narrative):** The Independence Township Senior Transportation Program is operated out of the Independence Township Senior Community Center and provides curb to curb service. This program is funded through SMART Municipal Credits and Vehicles, Specialized Service funds, Independence Township General Funds, Community Development Block Grant Funds and rider donations.

To apply for our transportation program, applicants can call the Independence Township Senior Community Center at 248-625-8231 to request an application. After the application is filled out, turned into the dispatcher for review to make sure they qualify then the applicant can start scheduling rides.

All reservations must be scheduled no later than 12:00 noon the day before by the person requesting service or their advocate. All rides are subject to availability based on first request. We will take appointments up to three weeks in advance. Same day appointments will only be made upon approval by the Dispatcher or the Senior Division Supervisor if the schedule allows. Transportation is available for medical appointments, grocery stores, employment and other local businesses. Riders should expect a 15-minute variance for pick-ups and drop-offs. Buses are not used for emergency purposes and outpatient surgical pre-op for surgical appointments. No pets allowed except service dogs.

**Service Area (Provide geographic boundaries):** The local service area is within the City of the Village of Clarkston, Independence and Springfield Townships. The buses go to Meijer and Great Lakes Crossing's Mall every other Tuesday with a pickup at the rider's home between 9:30 and 10:30 a.m. The return home from Meijer is at 2:00 p.m. For medical appointments we also include the hospitals- McLaren Oakland, Pontiac General and St. Joseph's Mercy Oakland, the Clarkston Medical Building, Great Lakes Cancer Center and all other doctor's offices located in the local service area.

**Service Times (Provide days and hours of service):** Monday through Friday between 8:30 a.m. and 4:00 p.m. but does not run when Independence Township offices are closed. If the Clarkston School District is closed our buses will operate if the roads are deemed safe.

**Eligible User Groups (Users eligible to use the service):** Passengers are required to be 55 and older or handicapped adults over 18 who are residents of the City of the Village of Clarkston, Independence and Springfield Townships. Passengers must be physically and or mentally capable of boarding the bus with minimal assistance. Drivers are not required to lift or support individuals boarding vehicles. Wheelchair riders are required to be self-sufficient or provide their own adult escort.

**Fare Structure: (Cost to use service):** This cost is a donation of \$3.00 each one-way trip. There is no charge for escorts. Transportation is also provided for the following local area hospitals for a fee of \$5.00 each way: McLaren Oakland, Pontiac General Hospital and St. Joseph Mercy Oakland.

**Service Mode (Describe the amount and type of vehicles available, and whether they are wheelchair lift-equipped):** The Independence Township Senior Transportation Program has six vehicles in its fleet which includes five 23-foot buses and a small van that are all equipped with wheelchair lifts.

**EXHIBIT B**

**PROJECT OPERATING BUDGET**

Municipality: **SPRINGFIELD TOWNSHIP**

Contract Period: **July 1, 2021 – June 30, 2022**

Account Number: **48247**

**OPERATING EXPENSES:**

~~Administrative Fee: (All employees  
other than drivers and dispatchers)  
(10% max. of MC & CC funds)~~

Driver Wages

Fringe Benefits

Gasoline & Lubricants

Vehicle Insurance

Parts, Maintenance Supplies

Mechanic Wages

Fringe Benefits

Dispatch Wages

Other (Specify)

**Sub-Total (Operating Expenses)**

**\$ 0**

**PURCHASED SERVICE:**

Taxi Service

Charter Service

SMART Bus Tickets

SMART Shuttle Service

SMART Dial-A-Ride

Other (INDEPENDENCE TWP.)

**\$ 13,718.00**

**Sub-Total (Purchased Service)**

**\$ 13,718.00**

**CAPITAL EQUIPMENT:**

*(Only list purchases to be made with Community Credits)*

Computer Equipment

Software

Vehicle

Maintenance Equipment

Other (Specify)

**Sub-Total (Capital Equipment)**

**\$ 0**

**TOTAL EXPENSES:**

**Operating Expenses, Purchased Service,  
and Capital Equipment:**

**\$ 13,718.00**



**EXHIBIT B, continued (Page 2)**

**REVENUES:**

Municipal Credit Funds	\$ 13,178.00
Community Credit Funds	\$ 0
Specialized Services Funds	
General Funds	
Farebox Revenue	
In-Kind Service	
Special Fares ( <i>Contracted Service</i> )	
Other ( <i>Specify</i> )	

**TOTAL REVENUE:**

**\$ 13,718.00**

(Note: ***TOTAL EXPENSES*** must equal ***TOTAL REVENUE***)

# SPRINGFIELD CHARTER TOWNSHIP



To: Laura Moreau and Township Board

From: Chief Feichtner, Fire Chief & Jerry David, Facility Manager

Date: Sept 29, 2021

Re: 3 Fire Stations Parking Lot Maintenance (Crack Fill, Sealcoating & Restriping)

During the last couple of months, we have been reaching out to secure quotes from 3 different contractors to bid on for the following: Crack Fill, Sealcoat & Restripe.

Typically, sealcoating is recommended every 3 years to provide adequate pavement protection as well as attractive curb appeal for our Township properties. As a preventative maintenance measure to keep the parking lots in good shape before the winter weather is upon us.

Attached are the quotes from 3 different contractors:

1. Erdodi Maintenance
2. Back to Black Sealcoating LLC
3. C.A.T. Services

The reason why Chief Feichtner and I are recommending hiring Back to Black Sealcoating LLC, is because Chief received an excellent reference from Independence Fire Department for their work done at their Fire Stations, and we both on different occasions went over to IFD to check out the work that was done.

**Motion Request:**

**Award bid to "Back to Black Sealcoating LLC" to crack fill, sealcoat & restripe the parking lots of the three Fire Stations at a total cost not to exceed \$9,400.**

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

Thank you,

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



## Fire Stations Driveway - Sealcoating/Crack fill/Restriping Bids

Contractor #1: Erdodi Maintenance				
	<u>Sealcoating</u>	<u>Crack Fill</u>	<u>Restring</u>	<u>Total for each location</u>
FS1	\$ 2,739.00	\$ 204.00	\$ 275.00	\$ 3,218.00
FS2	\$ 3,315.00	\$ 396.00	\$ 275.00	\$ 3,986.00
FS3	\$ 1,560.00	\$ 75.00	\$ 250.00	\$ 1,885.00
<b>Total</b>	\$ 7,614.00	\$ 675.00	\$ 800.00	
<b>Grand Total</b>				<b>\$ 9,089.00</b>

Contractor #2: Back to Black Sealcoating LLC				
	<u>Sealcoating</u>	<u>Crack Fill</u>	<u>Restring</u>	<u>Total for each location</u>
FS1	\$ 2,347.78	\$ -	\$ 105.00	\$ 2,452.78
FS2	\$ 2,373.60	\$ 1,448.10	\$ 256.48	\$ 4,078.18
FS3	\$ 2,440.74	\$ 180.50	\$ 189.48	\$ 2,810.72
<b>Total</b>	\$ 7,162.12	\$ 1,628.60	\$ 550.96	
<b>Grand Total</b>				<b>\$ 9,341.68</b>

Contractor #3: C.A.T. Services				
	<u>Sealcoating</u>	<u>Crack Fill</u>	<u>Restring</u>	<u>Total for each location</u>
FS1	\$ 2,142.00	\$ -	\$ 350.00	\$ 2,492.00
FS2	\$ 3,630.00	\$ 500.00	\$ 350.00	\$ 4,480.00
FS3	\$ 3,870.00	\$ -	\$ 350.00	\$ 4,220.00
<b>Total</b>	\$ 9,642.00	\$ 500.00	\$ 1,050.00	
<b>Grand Total</b>				<b>\$ 11,192.00</b>

## Jerry David

---

**From:** Tuff Coat <tuffcoatseal@gmail.com>  
**Sent:** Monday, June 28, 2021 1:21 PM  
**To:** Jerry David  
**Subject:** Fire Station Quotes

Hi Jerry!

### Station #1

Thank you for contacting us to provide a quote to you regarding the maintenance of your asphalt lots for the three fire stations.

We were able to come out and look at the lots today. I am going to use this same letter for all three locations. Please let me know if there are any other questions and if we can be of help.

We do not use, or offer, Dangerous Coal Tar Sealants. We are one of the few companies in our region that are making the commitment to be 100% coal tar free.

The cost to sealcoat your lot for Station #1 at 9486 Andersonville Road will be 2739.00 and includes prep, edging, materials, Fass Dri and labor.

There are 243 feet of fillable cracks that could be repaired with commercial grade hot rubberized crack filler. The cost to fill these cracks would be \$204.00 if chosen.

Lastly the striper that we have been using and has been used on your township lots will bill separately. The estimate to stripe Station #1 is 275.00

**Total for #1 \$2943.00 plus striping**

### Station #2 10280 Rattalee Lake Rd

The cost to sealcoat your lot for Station #2 at 10280 Rattalee lake Rd will be 3315.00 and includes prep, edging, materials, Fass Dri and labor.

There are 471 feet of fillable cracks that could be repaired with commercial grade hot rubberized crack filler. The cost to fill these cracks would be \$396.00 if chosen.

Lastly the striper that we have been using and has been used on your township lots will bill separately. The estimate to stripe Station #2 is 275.00

**Total for #2 \$3711.00 plus striping**

### Station #3 12800 Andersonville Rd

The cost to sealcoat your lot for Station #3 at 12800 Andersonville Rd will be 1560.00 and includes prep, edging, materials, Fass Dri and labor.

There are 70 feet of fillable cracks that could be repaired with commercial grade hot rubberized crack filler. The cost to fill these cracks would be \$75.00 if chosen.



Lastly the striper that we have been using and has been used on your township lots will bill separately. The estimate to stripe Station #3 is 250.00

Total for #3 \$1635.00 plus striping

Wendi Hamlett  
Office Manager  
Tuff Coat Sealcoating by Erdodi Maintenance  
248-673-4445

---

Visit us On-line:

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

Not all Coal Tar Free Alternatives are Safe read on:

<https://coaltarfreeusa.com/2015/12/new-sealer-alternatives-arent-all-theyre-cracked-up-to-be/>

## Commercial Proposal

Date: 8-17-21  
Prospected Customer Name: Springfield Township Fire Department

Best regards,  
Brandon Schudlich  
Back to Black Sealcoating LLC

Prospected customer address: Station #1 12800 Andersonville Rd Davisburg 48350  
Station #2 10280 Rattalee Lake Rd Davisburg 48350  
Station #3 9482 Andersonville Rd. Clarkston 48438

**RECEIVED**

SEP 15 2021

SPRINGFIELD TOWNSHIP

Location of work: Station #1  
Asphalt sq footage: 13,493  
Condition: Good but Dry  
Linear feet of crack 1/4" wide + No cracks new asphalt  
Estimate description: Spray applied sealcoat with two coats of sealer to new dry asphalt with zero cracks to seal and re-striping of current parking stall layouts with 1 handicap stall.

This project will have to be done on two separate days due to emergency vehicle access in and out of the building. We will do the front apron the first day and then we will do the main driveway on the second day. Sealed and line striped.

Sealcoating: \$2347.78-2 coats applied  
Line Striping: \$105.00  
Grand Total: \$2452.78

JD

Location of work: Station #2  
Asphalt sq footage: 25,800  
Condition: Fair  
Linear feet of crack 1/4" wide + 1,609 many of which are over 1" wide  
Estimate description: Spray applied sealcoat with 1,609 linear feet of crack to seal and re-striping of current parking stall layout with 2 handicap stalls.

This project will have to be done on two separate days due to emergency vehicle access in and out of the building. We will do the back apron and the west side parking stalls the first day and then we will do the main driveway on the second day. Sealed and line striped.

Sealcoating: \$2373.60  
Line Striping: \$256.48  
Crack Sealing: \$1448.10  
Grand Total: \$3,996.70

\$4078.18

\* Please Check your math.

JD

Location of work: Station #3  
Asphalt sq footage: 13,712  
Condition: Good but Dry  
Linear feet of crack 1/4" wide + 190  
Estimate description: Spray applied sealcoat with two coats of sealer to new dry asphalt with 190 linear feet of cracks to seal and re-striping of current parking stall layouts with 1 handicap stall.

This project will have to be done on two separate days due to emergency vehicle access in and out of the building. We will do the front apron the first day and then we will do the main driveway on the second day. Sealed and line striped.

Sealcoating: \$2440.74 2 coats applied  
Line Striping: \$189.48  
Crack sealing: \$180.50  
Grand Total: \$2810.72

JD



C.A.T. Asphalt Services  
(248) 709-7248

P.O. Box 1211  
Clarkston, Michigan  
48347-1211  
United States



**RECEIVED**

SEP 14 2021

SPRINGFIELD TOWNSHIP

9/14/2021  
JD

Prepared For  
Springfield Charter Township  
Attn: Jerry  
12000 Davisburg Road  
Davisburg, Michigan  
48350  
United States

Proposal Date  
09/13/2021

Proposal Number  
0000010

Reference  
Fire Station #1

Pricing

Description	Rate	Qty	Line Total
<b>HOT RUBBER CRACK FILLING: INCLUDED NO CHARGE</b> Apply hot rubber crack filler meeting ASTM D3405 requirements to all major cracks only (1/4" or larger). Previously sealed cracks will be over banded. *NOTE - Alligator cracks are not included.	\$0.00	1	\$0.00
<b>SEALCOATING - PREMIUM TWO COAT PROCESS</b> Apply premium two coat process of Gem Seal commercial grade coal tar emulsion sealant with 3-5 lbs. of silica sand per gallon of sealant. Apply Tarloc MPC oil spot primer to all oil spots.	\$2,142.00	1	\$2,142.00
<b>STRIPING:</b> Re-stripe parking lot spaces yellow or white (Blue ADA stripes) as previous striping layout.	\$350.00	1	\$350.00
	Subtotal		2,492.00
	Tax		0.00
	Proposal Total (USD)		\$2,492.00

**Terms**

We hereby propose to furnish labor and materials – complete in accordance with the above specifications for the sum stated above with payment as follows: **\$2492.00 due upon completion.**

The above prices and specifications and conditions are satisfactory and are hereby accepted. You are authorized to the work as specified. Payment will be made as outlined above. All agreements are contingent

upon strikes accidents or delays beyond our control. Sealcoating and striping guaranteed for one year against peeling or flaking.

Springfield Charter Township, Attn: Jerry

**RECEIVED**

SEP 14 2021

SPRINGFIELD TOWNSHIP

FSI

9/14/2021  
SD





C.A.T. Asphalt Services  
(248) 709-7248

P.O. Box 1211  
Clarkston, Michigan  
48347-1211  
United States

**RECEIVED**

SEP 14 2021

SPRINGFIELD TOWNSHIP

9/14/2021  
JD

Prepared For  
Springfield Charter Township  
Attn: Jerry  
12000 Davisburg Road  
Davisburg, Michigan  
48350  
United States

Proposal Date  
09/13/2021

Proposal Number  
0000008

Reference  
Fire Station #2 - 10280  
Rattalee Lake Road

#### Pricing

Description	Rate	Qty	Line Total
<b>HOT RUBBER CRACK FILLING:</b> Apply hot rubber crack filler meeting ASTM D3405 requirements to all major cracks only (1/4" or larger). Previously sealed cracks will be over banded. *NOTE - Alligator cracks are not included.	\$500.00	1	\$500.00
<b>SEALCOATING - PREMIUM TWO COAT PROCESS</b> Apply premium two coat process of Gem Seal commercial grade coal tar emulsion sealant with 3-5 lbs. of silica sand per gallon of sealant. Apply Tarloc MPC oil spot primer to all oil spots.	\$3,630.00	1	\$3,630.00
<b>STRIPING:</b> Re-stripe parking lot spaces yellow or white (Blue ADA stripes) as previous striping layout.	\$350.00	1	\$350.00
	Subtotal		4,480.00
	Tax		0.00
	Proposal Total (USD)		\$4,480.00

#### Notes

Upon acceptance of this project please note that sprinkler systems must be temporarily shut off on day work is performed for 24 hours.

#### Terms

We hereby propose to furnish labor and materials – complete in accordance with the above specifications for the sum stated above with payment as follows: **\$4480.00 due upon completion.**

The above prices and specifications and conditions are satisfactory and are hereby accepted. You are authorized to the work as specified. Payment will be made as outlined above. All agreements are contingent upon strikes accidents or delays beyond our control. Sealcoating and striping guaranteed for one year against peeling or flaking.

\_\_\_\_\_  
Springfield Charter Township, Attn: Jerry

**RECEIVED**

SEP 14 2021

SPRINGFIELD TOWNSHIP

FS2

9/14/2021

JD

C.A.T. Asphalt Services  
(248) 709-7248

P.O. Box 1211  
Clarkston, Michigan  
48347-1211  
United States



**RECEIVED**

SEP 14 2021

SPRINGFIELD TOWNSHIP

9/14/2021  
(10)

Prepared For  
Springfield Charter Township  
Attn: Jerry  
12000 Davisburg Road  
Davisburg, Michigan  
48350  
United States

Proposal Date  
09/13/2021

Proposal Number  
0000009

Reference  
Fire Station #3- 9482  
Andersonville Rd.

Pricing

Description	Rate	Qty	Line Total
<b>HOT RUBBER CRACK FILLING: INCLUDED NO CHARGE</b> Apply hot rubber crack filler meeting ASTM D3405 requirements to all major cracks only (1/4" or larger). Previously sealed cracks will be over banded. *NOTE - Alligator cracks are not included.	\$0.00	1	\$0.00
<b>SEALCOATING - PREMIUM TWO COAT PROCESS</b> Apply premium two coat process of Gem Seal commercial grade coal tar emulsion sealant with 3-5 lbs. of silica sand per gallon of sealant. Apply Tarloc MPC oil spot primer to all oil spots.	\$3,870.00	1	\$3,870.00
<b>STRIPING:</b> Re-stripe parking lot spaces yellow or white (Blue ADA stripes) as previous striping layout.	\$350.00	1	\$350.00

Subtotal 4,220.00  
Tax 0.00

Proposal Total (USD) **\$4,220.00**

**Notes**

**Upon acceptance of this project please note that sprinkler systems must be temporarily shut off on day work is performed for 24 hours.**

**Terms**

We hereby propose to furnish labor and materials – complete in accordance with the above specifications for the sum stated above with payment as follows: **\$4220.00 due upon completion.**



The above prices and specifications and conditions are satisfactory and are hereby accepted. You are authorized to the work as specified. Payment will be made as outlined above. All agreements are contingent upon strikes accidents or delays beyond our control. Sealcoating and striping guaranteed for one year against peeling or flaking.

\_\_\_\_\_  
Springfield Charter Township, Attn: Jerry

**RECEIVED**

SEP 14 2021

SPRINGFIELD TOWNSHIP

FS3

9/14/2021 JD

# MEMO

## SPRINGFIELD CHARTER TOWNSHIP

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



**TO:** Township Board  
**FROM:** Laura Moreau, Supervisor *LM*  
**DATE:** September 6, 2021  
**RE:** Petition to abandon a portion of Davisburg Rd.

The attached letter and petition materials from RCOC were received on September 23. The portion of Davisburg Road proposed for abandonment is within Ellis Creek Estates. Property Gateway indicates Davisburg Road has been a dead end at Bridge Lake Road since at least 1940. The “orphaned” section of Davisburg Road proposed for abandonment provides no ingress/egress to any properties and contains no Township installation for which an easement should be preserved.

### **Recommended Motion**

**Authorize the Supervisor to respond to the Road Commission for Oakland County that the Township Board has no objection to the proposed abandonment of a portion of Davisburg Road within Ellis Creek Estates, west of Peaceful Valley.**



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

September 23, 2021

supervisor@springfield-twp.us  
Laura Moreau, Township Supervisor  
Charter Township of Springfield  
12000 Davisburg Road  
Davisburg, MI 48350

**Board of Road Commissioners**

**Andrea LaLonde**  
Commissioner

**Nancy Quarles**  
Commissioner

**Ronald J. Fowkes**  
Commissioner

RE: Petition to abandon a portion of Davisburg Rd.,  
Springfield Township, Michigan  
RCOC Proposed Abandonment No. 2021-004

Dear Ms. Moreau:

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

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

The Road Commission has received a Petition to abandon a portion of Davisburg Road in Ellis Creek Estates located in Springfield Township.

The portion of Davisburg Road that the Petitioner desires to abandon is adjacent and north of 8311 Peaceful Valley Drive (Parcel ID No. 07-13-202-001), from the west right of way line of Peaceful Valley Drive to 8260 Stonebrook Ln. (Parcel ID No. 07-13-206-010). A sketch of the proposed abandonment as well as other relevant materials are included below.

**Office of the General Counsel**

**Jennifer Henderson**  
General Counsel

**Matthew R. Willson**  
Deputy General Counsel

**Jienelle Alvarado**  
Assistant General Counsel

Please advise this office within 30 days, whether the Charter Township of Springfield has any objections to this abandonment or if you have any installations in the subject area for which an easement should be preserved if the abandonment is approved.

Clerk of the Board

31001 Lahser Road  
Beverly Hills, MI  
48025

248-645-2000

FAX  
248-645-6277

Thank you for responding by **October 23, 2021**.

Best regards,  
*Michelle E. Case*  
Michelle E. Case  
Paralegal

MEC:  
enclosures

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





= Approx.

Proposed Abandonment Area

# Davisburg Road



- |                            |                                     |
|----------------------------|-------------------------------------|
| 2 Foot Contour             | 100 yr - FEMA Floodplain            |
| 5 Foot Contour             | 100 yr (Subsided) - FEMA Floodplain |
| FEMA Base Flood Elevations | 500 yr - FEMA Floodplain            |
| FEMA Cross Sections        | FLOODWAY - FEMA Floodplain          |

Disclaimer: The information provided herewith has been compiled from recorded deeds, plats, tax maps, surveys and other public records. It is not a legally recorded map or survey and is not intended to be used as one. Users should consult the information sources mentioned above when questions arise. FEMA Floodplain data may not always be present on the map.



David Coulter  
Oakland County Executive

Date Created: 9/22/2021



1 inch = 200 feet



21-1134A

8-16-2021

Davisburg Road Abandonment Description

Being described as part of Davisburg Road (60 feet wide) of "Ellis Creek Estates" subdivision of part of the Northeast 1/4 of Section 13, Town 4 North, Range 8 East, Oakland County, Michigan, as recorded in Liber 140 of Plats, on Pages 9 through 12, Oakland County Records, and being more particularly described as that part of said Davisburg Road that is North of and adjacent to Lot 7 of said "Ellis Creek Estates" subdivision and is located West of Peaceful Valley.

Page 1 of 1



FELDBAUER ASSOCIATES INC  
3775 DOUG HWY  
WATERFORD MICHIGAN 48095



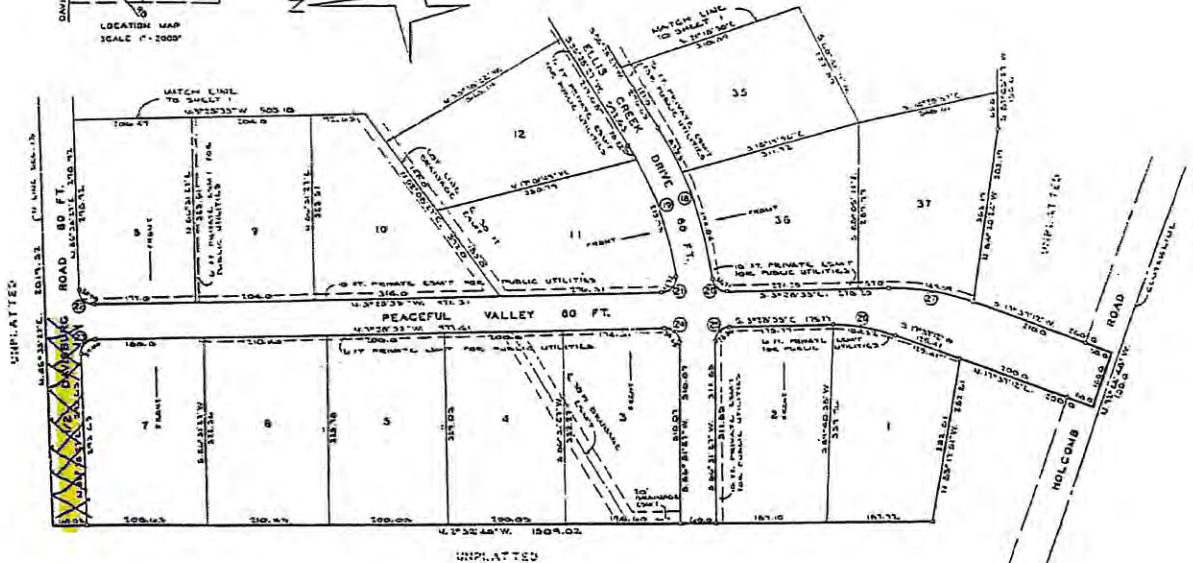
# "ELLIS CREEK ESTATES"

A SUBDIVISION OF PART OF THE N.E. 1/4 OF SEC. 13, T. 4 N. R. 8 E.  
SPRINGFIELD TOWNSHIP, OAKLAND COUNTY, MICHIGAN

0 50 100 200 300  
SCALE 1 INCH = 100 FEET

LEGEND  
ALL DIMENSIONS ARE SHOWN IN FEET  
ALL CURVILINEAR DIMENSIONS ARE SHOWN ALONG  
THE ARC  
O STUBOL INDICATES CONCRETE MONUMENT  
ALL LOT MARKERS ARE 18" LONG AND 1/2" IN  
DIAMETER  
ALL BEARINGS ARE IN RELATION TO THE TRUE  
MERIDIAN AS DETERMINED BY SOLAR OBSERVATION  
3-9-73

NO	TRAVERSE	DELTA	LENGTH	CURV. DATA	BEARING	LENGTH
18	555.40	24° 11' 01"	28.27	146° 32' 23" E.	279.19	
19	600.40	33° 04' 07"	34.43	153° 09' 57" W.	242.50	
20	25.00	84° 08' 01"	16.71	143° 29' 13" E.	13.59	
21	25.00	95° 58' 53"	47.32	143° 57' 59" W.	37.36	
22	25.00	89° 08' 30"	18.39	144° 05' 42" E.	15.09	
23	25.00	90° 51' 30"	19.24	144° 34' 18" E.	15.62	
24	25.00	90° 53' 48"	19.18	144° 13' 01" W.	15.54	
25	25.00	89° 04' 12"	18.86	143° 37' 33" E.	15.07	
26	283.33	21° 03' 43"	104.32	101° 04' 19" W.	103.73	
27	408.33	21° 05' 45"	149.59	100° 04' 19" E.	148.73	



FELDMAN ASSOCIATES INC.  
575 DEWEY HWY.  
WATERFORD MICHIGAN 48095  
53781

# "ELLIS CREEK ESTATES"

A SUBDIVISION OF PART OF THE NE.1/4 OF SEC.13, T.4 N.R.8 E.  
SPRINGFIELD TOWNSHIP, OAKLAND COUNTY, MICHIGAN

## COUNTY TREASURER'S CERTIFICATE

The records in my office show no unpaid taxes or special assessments for the five years preceding April 1, 1973, involving the lands included in this plat.

C. Hugh Mahoney  
County Treasurer  
Oakland County

## COUNTY PLAT BOARD CERTIFICATE

This plat has been reviewed and is approved by the Oakland County Plat Board on July 11, 1973 as being in compliance with all of the provisions of Act 208, P.A. 1967, as amended, and the Plat Board's applicable rules and regulations.

Paul F. Kasper  
Paul F. Kasper, Chairman, Board of  
Commissioners

Lynn S. Allen  
Lynn S. Allen, Clerk, Registrar  
of Deeds

C. Hugh Mahoney  
C. Hugh Mahoney, County Treasurer

Daniel F. Murphy  
Daniel F. Murphy, Chairman, Board of  
Auditors

A. E. Lilly  
A. E. Lilly, Vice Chairman,  
Board of Auditors

James M. Brennan  
James M. Brennan, Member, Board of  
Auditors

## COUNTY DRAIN COMMISSIONER'S CERTIFICATE

Approved on April 26, 1973 as complying with Section 192 of Act 208, P.A. 1967, as amended, and the applicable rules and regulations published by my office in the County of Oakland.

George W. Kuhn  
George W. Kuhn  
County Drain Commissioner

## CERTIFICATE OF COUNTY ROAD COMMISSIONERS

Approved on June 12, 1973 as complying with Section 181 of Act 208, P.A. 1967, as amended, and the applicable published rules and regulations of the Board of Road Commissioners of Oakland County.

Frederic M. Stinson  
Frederic M. Stinson, Vice Chairman

Fred L. Harris  
Fred L. Harris, Commissioner

William M. Richards  
William M. Richards, Chairman

## RECORDING CERTIFICATE

State of Michigan) S.S.  
Oakland County)

This plat was received for record on the 2nd day of October, A.D. 1973 at 1:38 P.M. recorded in Liber 142 of Plats on Page 2704.

Lynn S. Allen  
Lynn S. Allen, Clerk

## CERTIFICATE OF MUNICIPAL APPROVAL

I certify that this plat was approved by the Township Board of Springfield Township at a meeting held June 28, 1973 and was reviewed and found to be in compliance with Act 208, P.A. 1967, as amended. Approved by Oakland Co. Health Department, June 27, 1973

Calvin Walters  
Calvin Walters, Clerk

Certified true copy of recorded plat.

Alison Green  
Alison Green,  
State Treasurer

By Richard L. Smith  
Richard L. Smith, Deputy  
October 4, 1973

This plat is subject to restrictions as required by Act 208 of 1967, as amended on certain lands with respect to the requirements of the Michigan Department of Natural Resources and/or the Michigan Department of Public Health, which are recorded in Liber 141, Page 281-282 of records of Oakland County.



September 24, 2021

*Via Email*

Road Commission for Oakland County  
Attn: Ms. Michelle E. Case  
31001 Lahser Road  
Beverly Hills, Michigan 48025

**Re: Petition to abandon a portion of Davisburg Rd.,  
Springfield Township, Michigan  
RCOC Abandonment No. 2021-004**

Dear Ms. Case:

Please be advised that the Oakland County Water Resources Commissioner's office has no facilities located within the proposed abandonment. Therefore, this office has no objection to the proposed abandonment.

If you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeffrey S. Parrott", is written over a horizontal line.

Jeffrey S. Parrott  
Right of Way Supervisor  
[parrottj@oakgov.com](mailto:parrottj@oakgov.com)  
248-452-2162

c: Charter Township of Springfield  
Attn: Ms. Laura Moreau, Supervisor



Monday Add.

October Township Board

Monday addition- Consent Agenda

Authorized Treasurer to place the delinquent Sewer account for parcel 07-24-101-046,  
otherwise known as 9065 Bavarian Court, on the 2021 Winter Tax Bill in the amount of  
\$2,143.35

---

# INVOICE

CHARTER TOWNSHIP OF INDEPENDENCE

6483 Waldon Center Dr.

Clarkston, MI 48346

(248) 625-5111

Customer ID: TWPSPRFD  
Invoice Number: 0000073290  
Service Date: 10/05/2021  
Invoice Date: 10/05/2021  
Due Date: 11/05/2021

Property Address:

CHARTER TOWNSHIP OF SPRINGFIELD

12000 DAVISBURG RD

DAVISBURG, MI 483501038

Remaining Unapplied Credits: 0.00

Quantity	Description	Unit Price	Amount
1.00	9065 BAVARIAN WAT CT 28	2,143.35	2,143.35

**RECEIVED**

OCT - 8 2021

TREASURER'S OFFICE  
SPRINGFIELD TOWNSHIP

2021 DELINQUENT SEWER FOR SPRINGFIELD TOWNSHIP.

Total Invoice: 2,143.35  
Credits Applied: 0.00  
Payments Applied: 0.00  
Invoice Balance: 2,143.35

# INVOICE

CHARTER TOWNSHIP OF INDEPENDENCE

6483 Waldon Center Dr.

Clarkston, MI 48346

(248) 625-5111

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Property Address:

CHARTER TOWNSHIP OF SPRINGFIELD

12000 DAVISBURG RD

DAVISBURG, MI 483501038



# SPRINGFIELD CHARTER TOWNSHIP

TREASURER'S OFFICE  
248-846-6520



**TO:** Township Board  
**FROM:** Erin Mattice  
**DATE:** October 7, 2021  
**RE:** Reprogramming CDBG Funds  
Communication

---

I sent out an email on October 5, 2021 advising the Board that we are able to reprogram CDBG Funds in the amount of \$12,712.75 from PY2017 and PY2018 and asking Board members for feedback regarding this reprogramming. Based on feedback, the best option is to reprogram the funds to the Oakland County Home Improvement Program so that Springfield Township residents who need minor home repairs can receive these funds through the County qualification process. The Notice must say specifically to which account the funds are to be reprogrammed to. I will write the Notice and submit it to the Clerk's Department for publishing prior to the November 2021 meeting. If you have any questions or concerns, please call or email me prior to Wednesday, October 13<sup>th</sup>. I will attend the CDBG Annual Workshop on the 13<sup>th</sup> so would be able to present your questions to the County staff if needed.

Thank you for your feedback.



# SPRINGFIELD CHARTER TOWNSHIP

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



## MEMO

**TO:** Township Board  
**FROM:** Laura Moreau, Supervisor *LM*  
**DATE:** September 7, 2021  
**RE:** Civic Center Repaving & Carport Installation

As detailed in Jerry David's attached memo, the repaving project has been delayed multiple times this summer only to discover late in the season that we have a drainage issue in the upper lot. It was understood that drainage was improved for both the upper and lower lots in 2006, however Jamie and I tracked down memos and packet materials from May 2006 that indicate the upper lot was planned for work, but it was not completed (see attached).

Mark Yovich, with input from Dave Hopper and Jerry David, recommends that G2 Consulting Group perform soil borings to determine what is needed to correct the drainage. Engineering Consultant, Mike Smith concurred with this recommendation and also recommends contracting with G2. This additional investigation means that the repaving project will not be completed in 2021. It's unfortunate that we have to delay until the spring and likely increase the budget, but I believe the Board will concur this is the right way to move forward. The quote from G2 is attached, but we recommend increasing the budget to not to exceed \$4,000 in case additional borings are required.

Also delayed until after the paving is complete is the carport installation. Attached is a quote from Ross & Barr to fabricate and install a 6-space carport. As noted in their email, prices have risen (about 20%) since I requested a quote in February. We recommend working with Ross & Barr because we expect to find the same price increases with any contractor and, as I found in February, Mark was not able to find any other company interested in bidding on our small project. Based on the drainage concern with the Single Mansard design previously presented, the motion below is for the flat top style shown in the diagram at a deduct option of less \$500.

### **Recommended Motions**

**Approve contracting with G2 Consulting Group to perform soil borings at the Civic Center upper parking lot at a total cost not to exceed \$4,000.**

**Accept quote from Ross & Bar, Inc / Classic Carports dated 9-13-21 to fabricate and install a 6-space Flat Top style carport at the Civic Center lower lot at a cost of \$16,060.**



To: Laura Moreau and Township Board

From: Jerry David, Facility Manager & Mark Yovich

Date: Oct 5, 2021

Re: Civic Center Repaving Summary

After the May 13<sup>th</sup> Township Board Meeting, Mark Yovich started working at securing a start date with the contractor "Allied Construction" and working with the Township calendar of events. We forecasted to start early/mid-August but listed below are some of the challenges that we had to overcome.

- Listed below Allied Construction (Asphalt Contractor) was up against them during this year, which delayed completing their projects on-time.
  - Maintaining a full work force for their projects.
  - Unusual year with its rainy season.

In mid-June, Mark Yovich was given a set of "Restoration Parking Lot Drawings" by Mike Forst regarding the work that was completed in 2006 parking lot restoration.

- FYI-HRC was the Consulting Engineering Firm hired to consult regarding the lower lot water issues in 2006.

In Mid-June, Mark Yovich, Dave Hopper and myself met to go over the repaving project.

In late Sept we were able to set a date to start the curbing. Curbing work started the Sept 16<sup>th</sup> into Sept 23<sup>rd</sup>. Currently there was standing water in the areas of the excavated curbing in the upper lot. On Sept 26<sup>th</sup>; Mark met with Dave Hopper on a Sunday to go over what was going on with the upper lot holding water. They both thought that it was a great idea to further investigate the issue before moving forward with the paving and a decision was made to postpone the repaving project until the spring of 2022.

On Oct 1<sup>st</sup>, Mark checked with Collin Walls to go over the set of print that he had from the 2006 lower lot repaving project. Collin thought that there was edge draining installed in the upper lot but there were no signs of that being completed and to check with Mike Forst to see if he remembered of such work being completed but everyone came to the same conscientious that the work had not been completed to the upper lot, just the lower lot was completed. Since that time, Laura and Jamie found Board packet materials from May 2006 to confirm the upper lot drainage work was not completed.

Mark Yovich has contacted G2 Consulting regarding coming out to conduct some boring samples to see what the ground conditions are like under the asphalt in the upper parking lot. Once, G2 Consulting gives us their report and recommendations, we will then share it to the Townships Engineer to get their recommendations as to what/how we should move forward with the repaving project at the Civic Center.

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

Thank you,

Jerry David  
248-408-1900  
[jdavid@springfield-twp.us](mailto:jdavid@springfield-twp.us)

---



# Memo

Old Business

**To:** Township Board  
**From:** Collin W. Walls  
**Date:** 5/2/2006  
**Re:** Civic Center Parking Lot

After the preconstruction conference we discovered that HRC had omitted some of the items that Dave Hopper, Leon Genre, and I had requested in order to attempt to ensure that the concrete under the lower level porch did not continue to break up. We asked for footings to be installed between the columns and drains to be placed under the concrete in order to remove water from this area but neither was provided in the plans that went to bid. Although it was embarrassing for all of us, including Randy, to have missed that we immediately began a discussion on what was necessary to amend our contract to rectify the situation.

Randy set up a meeting with HRC's architect and the engineer who did most of the design work for the plan, Leon Genre, and myself. Dave Hopper was not able to attend however he made very specific recommendations that were relayed and became a part of our agreement for modified plans. We impressed upon Randy the necessity to get revised plans, contract amendments and cost for the amendments to us hopefully by May 4<sup>th</sup>, 2006, but definitely no later than May 8<sup>th</sup>, 2006 so that they could be reviewed and the contract amendment approved by the Township Board. Although I have not seen revised plans as this memo is being prepared what we agreed to was that the material under the concrete slab would be excavated to 2 ½ feet deep and at least one (1) maybe two (2) drains would be installed running in the east/west direction under the slab. On top of the drains 1 x 3 (crushed concrete, I believe) aggregate to a depth of 2 foot would be installed over the drain and then a 6 inch Styrofoam (bead board) would be placed on top before the concrete was poured. The concrete would have mesh imbedded into it. This would allow a.) water to be removed from under the slab through the drains; b.) any remaining water to move in the voids within the 1 x 3 aggregate; and c.) if a worse case happens the 1 x 3 aggregate and water below the slab would freeze and crush the Styrofoam rather than cracking the sidewalk. If all those things happen the mesh in the concrete would help to bridge any voids created when the styrofoam was crushed. This ends up being a triple protection in this area. In addition a one (1) inch (minimum) rubber



expansion joint material would be used rather than paper to eliminate deterioration and to make sure the joint was wide enough to get beyond the stone on the pillars.

In addition the open drain in the sidewalk outside of the overhead porch area and the edge drain would be expanded to clearly connect to the landscape area next to the building and the landscape area where the well is located in order to drain these two (2) areas and it would be enlarged to accommodate a future downspout next to the building by the entry doors and the directed roof drainage that comes from up by the transformer. These lines would be connected to a new eight (8) inch line that would run out to the detention area. This not only makes maximum effort to keep any water moving and remove it from underneath the slab, but it also enlarges the previously planned drainage system to clearly accommodate all the roof drainage which now runs into this area that had not been adequately addressed.

It is obvious that we are going to have to pay the contractor for the extra work associated with these changes. The engineering time and "cost" are being kept separate from our previous arrangements by HRC and at this time we have not agreed to pay for the redesign engineering of this.

#### UPPER PARKING LOT

The contractor for this project suggested that rather than mill the first 1 1/2 inches of part of the upper parking lot we simply remove all of the asphalt before trenching in the new drains. The construction engineer that Randy brought with him for the preconstruction meeting (he had not been a part of this project before) went to look at this area after our preconstruction meeting and suggested that we didn't necessarily need to do anything at all other than seal the cracks and then reseal and stripe the lot. Randy is supposed to have information on this change for us including the cost savings that in light of the changes that are necessary for the lower area might be important. Unlike the lower lot it appears there has been very little change in the upper lot in the last year. We should have more information on this possible change for you well in advance of the meeting. I clearly see benefit not working on both lots at the same time. There is also an apparent benefit of simply sealing and re-striping and watching the upper lot for a couple of years. If we do not repair the upper lot now we should make sure that we have attempted to set aside sufficient funds in the Civic Center Capitol Account to ensure that it could be repaired in the next two (2) to five (5) years, if necessary.



Collin

Thomas E. Bieri  
Walter H. Aik  
Peter T. Roth  
Michael D. Waring  
Keith D. McCormack  
Curt A. Christeson

CHIEF FINANCIAL OFFICER  
J. Bruce McFarland

SENIOR ASSOCIATES

Frederick C. Navarre  
Gary J. Tressel  
Lawrence R. Ancypa  
Kenneth A. Melchior  
Dennis M. Monsere  
Randal L. Ford  
David P. Wilcox  
Timothy H. Sullivan



Nancy M.L. Haught  
Jonathan E. Booth  
Michael C. MacDonald  
Marvin A. Olane  
James C. Hanson  
Richard F. Beaubien  
William R. Davis  
James J. Aiello  
Daniel W. Mitchell  
Jesse B. VanDeCreek  
Robert F. DeFrain  
Marshall J. Grazioli  
Thomas D. LaCross

May 11, 2006

Charter Township of Springfield  
12000 Davisburg Road  
P.O. Box 1038  
Davisburg, Michigan 48350

Attention: Mr. Collin Walls, Supervisor

Re: Civic Center Parking Lot Project  
Revised Project Scope

HRC Job No. 20050115.22

Dear Mr. Walls:

In conjunction with proposed Change Order No. 1, our office recommends Township consideration of a revised approach to rehabilitation of the upper parking lot. The current contract documents call for installation of an underdrain, cold milling of the existing pavement and installation of a bituminous overlay in a portion of the lot (i.e. the west side). The intent was to provide a subsurface drainage system that would help facilitate removal of groundwater beneath the parking lot surface. While a pavement core in this area showed the presence of groundwater, it is nevertheless apparent that there is nowhere near the same situation as the lower lot which exhibits pavement deterioration resulting from apparent base failure. The upper lot, while containing some longitudinal pavement cracking, is in relatively good shape overall. The contract documents call for cleanout and bituminous sealing of the cracks. In lieu of installing underdrains, cold milling, and bituminous overlay in the upper lot, it is recommended that following sealing of the cracks, the entire upper lot be seal coated prior to new pavement striping. In addition to the aesthetic benefits from the seal coating, the seal coating process will prolong the life of the asphalt. Seal coating stops moisture from penetrating the asphalt surface which leads to further cracking and also prevents oxidation and further degradation of the pavement section.

While there is a cost savings to be realized from elimination of the underdrain work in the upper lot, some of the savings will be offset with the recommended seal coating. However, we recommend this course of action for the benefits to be derived as outlined above.

If you have any questions or require any additional information, please contact the undersigned.

Very truly yours,

HUBBELL, ROTH & CLARK, INC.

Randal L. Ford, P.E.  
Senior Associate

RLF/wc  
pc: HRC; T. Biehl, R. DeFrain, M. Grazioli, File

Corporate Office: 555 Hulet Drive • P.O. Box 824 • Bloomfield Hills, MI 48303-0824 (Mailing – P.O. Box) – 48302-0360 (UPS Zip)  
Telephone: (248) 454-6300 • FAX: (248) 338-2592 or (248) 454-6312 • [www.hrc-engr.com](http://www.hrc-engr.com)



**Jerry David**

---

**From:** Mark Yovich <markmhi@comcast.net>  
**Sent:** Monday, September 27, 2021 2:24 PM  
**To:** Jerry David  
**Subject:** Fwd: Springfield Twp Carport Proposal  
**Attachments:** Springfield Twp Carport Proposal 9-13-21.pdf; Single Mansard Carport Rendering.pdf; Flat Top Carport Rendering.pdf

RECEIVED

SEP 27 2021

Sent from my iPad

SPRINGFIELD TOWNSHIP

9/27/2021

JD

Begin forwarded message:

**From:** James Riley <james@rossandbarr.com>  
**Date:** September 13, 2021 at 4:54:33 PM EDT  
**To:** Markmhi@comcast.net  
**Subject:** Springfield Twp Carport Proposal

Mark

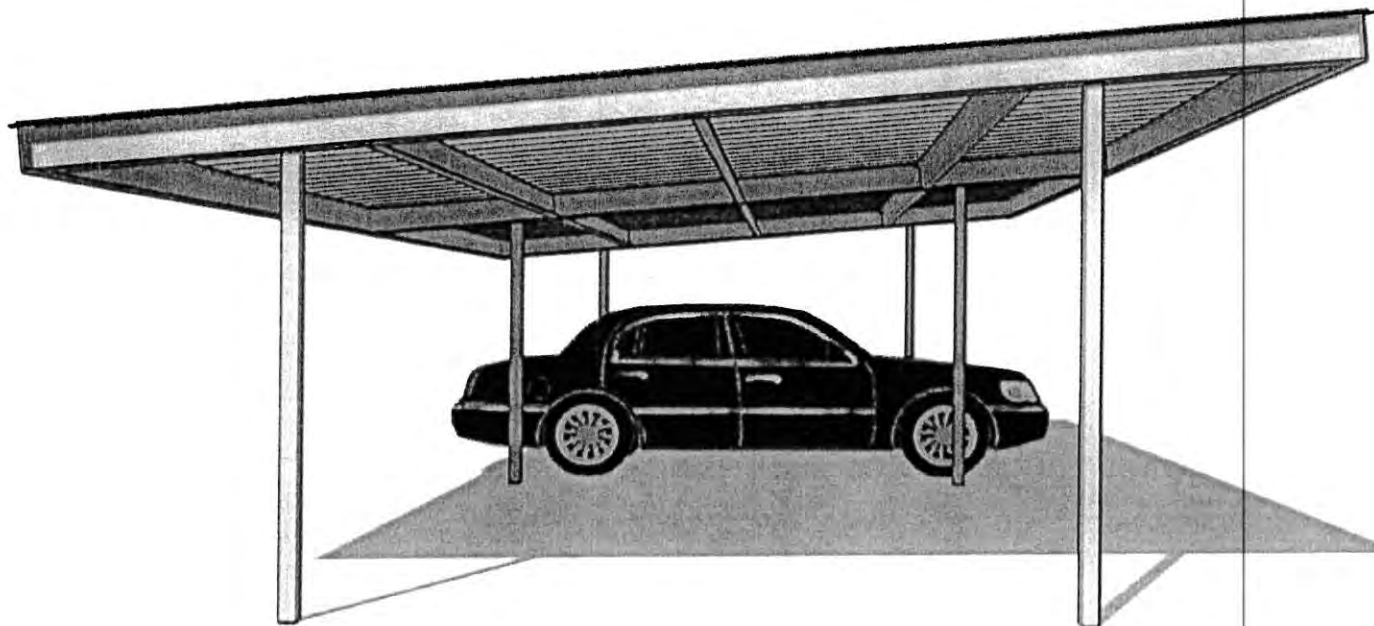
Attached is my updated proposal for the carport at Springfield Twp. Prices have risen since our last proposal in February. My base bid is for the originally requested Single Mansard style. I gave a deduct option for a Flat Top (single slope roof) if you wanted to keep all the water on the roof draining to the rear (same as the parking lot). With a Single Mansard some of the roof will drain to the front and land on the asphalt which slopes back to the rear under the carport. The concern would be in the winter that water draining under the carport could freeze up faster. Let me know if you have any questions.

Thanks

James Riley  
**Ross and Barr Inc**  
**Classic Carports**  
11800 E. Nine Mile Rd  
Warren, MI 48089  
(p) 586-754-2840  
<http://www.classicarports.com>

# CLASSIC CARPORTS

A Division of Ross & Barr, Inc.



*Flat Top Carport*

11800 East 9 Mile Road, Warren, MI 48089  
(586) 754-2840 Office (586) 754-9130 Fax (800) 657-6118 Toll Free  
[www.ClassicCarports.com](http://www.ClassicCarports.com)

RECEIVED

SEP 27 2021

PRINGFIELD TOWNSHIP

9/27/2021 JD

**ROSS & BARR, INC / CLASSIC CARPORTS**

11800 E Nine Mile Rd

Warren, MI 48089

Phone (586) 754-2840 Fax (586) 754-9130

www.classiccarports.com

**RECEIVED**

SEP 27 2021

**ESTIMATE**

SPRINGFIELD TOWNSHIP

9/27/2021  
JP

DATE: SEPTEMBER 13, 2021

**TO:**

Mark's Homes

7492 Ormond Rd

Davisburg, MI 48350

Attn: Mark Yovich (p) O 248-882-6926

markmhi@comcast.net

**PROJECT: Springfield Twp Hall - Carports**

DESCRIPTION			AMOUNT
Estimator: James Riley			
<b>Carports</b>			
Fabricate and install Single Mansard Carports covering (6) 9' x 18' parking spaces. Proposal is per using our design. Groupings: (1) 6 car. Assumes asphalt parking lot and (1) mobilization, 7'6" clear height. <b>Includes:</b> Freight, sealed drawings, footings, all Steel frame, primed and painted columns/beams/fascia (interior purlins to be bare galvanized), 29 ga metal roof panel. <b>Excludes:</b> permits, bonds, electrical, prevailing wage, union labor, special inspections, testing, removal and replacement of concrete curbs (if in the way of footings).  <b><i>For Flat Top style carport sloped to the rear Deduct: (\$500)</i></b>			<b>\$16,560.00</b>
TOTAL			<b>\$16,560.00</b>

All material is guaranteed to be as specified above. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. This proposal may be withdrawn by us within 15 days or as noted. Finance charges of 1.5% per month (18% annually) will be added to all accounts not paid within 30 days.

**Thank you for your business!**



# SPRINGFIELD CHARTER TOWNSHIP

LAURA MOREAU, SUPERVISOR

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



## MEMO

**TO:** Township Board  
**FROM:** Laura Moreau, Supervisor *[Signature]*  
**DATE:** October 11, 2021  
**RE:** Substation Relocation to Civic Center

At the September 9 meeting, the Board approved a budget not to exceed \$6,500 to contract with Mark's Homes for design and space planning for this project. The attached plans are preliminary designs which will help the Board determine if the space can accommodate the substation before moving to full architectural plans and construction drawings.

The attached plans provide for the offices, workstations, restroom, and locker rooms shown in the rough concept presented at the Strategic Planning Meeting. Note that the locker rooms can accommodate at least nine lockers in the men's space and at least four lockers in the women's space. Further, the intent is to install a locker in the private offices of the Sergeant and Detective. Springfield's current Law Enforcement Services Agreement includes 1 Sergeant (Substation Commander), 1 Patrol Investigator (Detective), and 9 Deputies. The Sergeant and Detective are typically at the substation during weekdays and two deputies are on duty at all times, except Wednesday there are three Deputies. The preliminary designs include space for a total of 15 lockers, two private offices, an interview room, a dedicated unisex restroom, general workstation space, IT storage closet, and a lobby. Conceptually, there is plenty of room to house the substation if shared spaces of the Civic Center are utilized, such as the kitchen, conference room, and extra restrooms.

On Wednesday, October 6 I invited Sgt. Dave Bach to tour the space and review the preliminary plans. Lt. Tony Spencer also attended this meeting. I addressed several questions about budget, growth, and the potential to move to a stand-alone building. Lt. Spencer also inquired about lunchroom space and access to showers, if needed. As the Board previously discussed, the intent is to welcome the Sheriff's Office employees to utilize all the amenities available at the Civic Center that are shared by our staff. For showers we discussed that the Fire Stations and maintenance building are available, if needed.

I also followed up with Undersheriff Michael McCabe on Friday. The Undersheriff noted that the decision is the Township Board's to make for our individual community. He noted, however, that a home at the Civic Center would be a drastic improvement to where the substation is currently housed.

With the Board's concurrence, I recommend that we move forward to direct Mark's Homes and Design Resources to prepare final architectural plans and construction drawings. The intent would be to have a budget and draft agreement for approval at the November meeting. The preliminary plans were invoiced at \$1,500 leaving \$5,000 authorized to prepare the final plans.

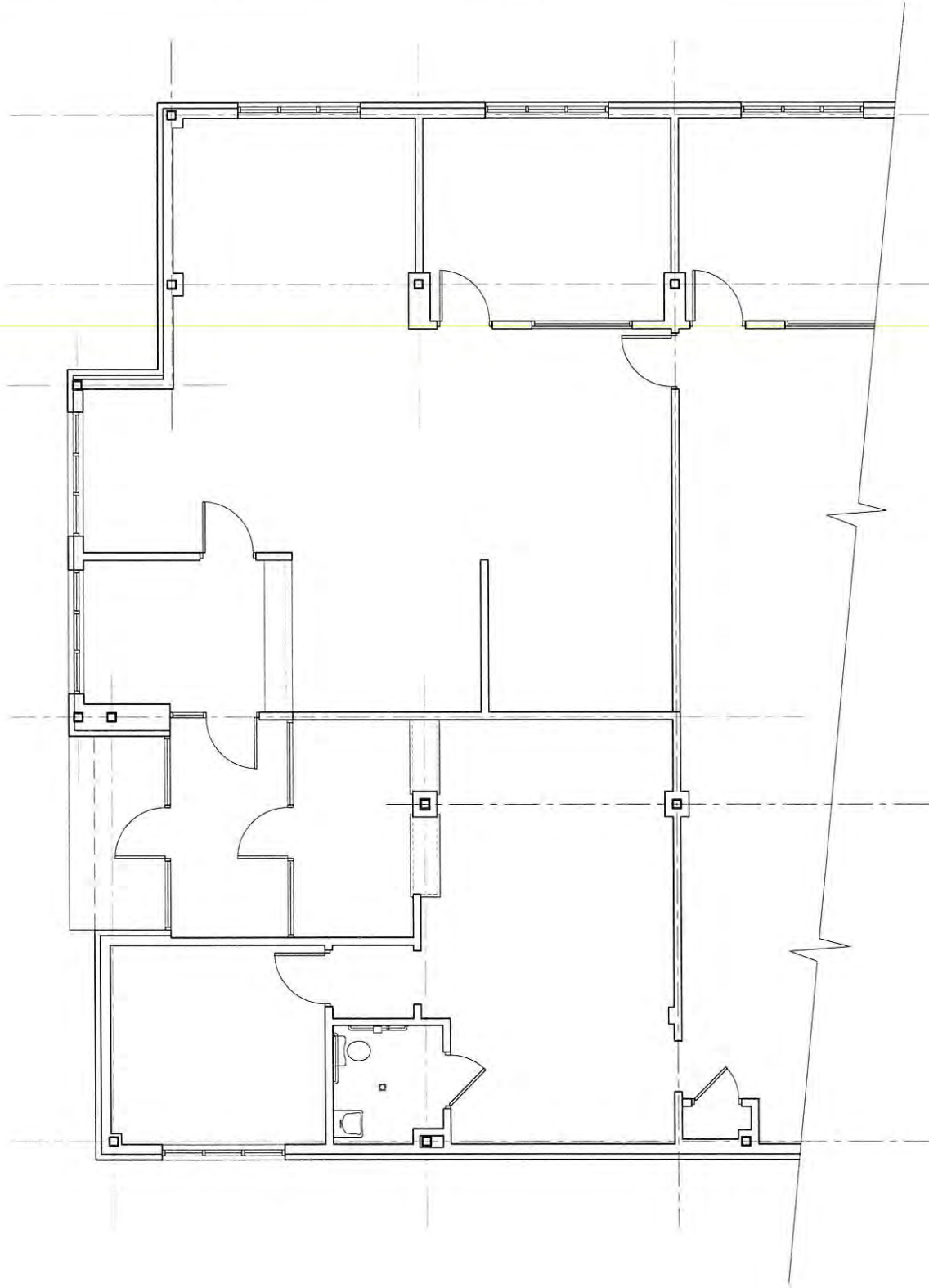
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A backup generator is also part of this project. Mark Yovich estimates that a generator to power the entire Civic Center would cost approximately \$200,000 to \$220,000. One bid has been received and Mark is working on additional. We further are exploring if ARPA funds can be used to pay for the generator and, if so, if additional bidding and reporting would be required if Federal funds are used. I expect to have the generator cost included in the total project estimate and contract and will also gather funding information for November.

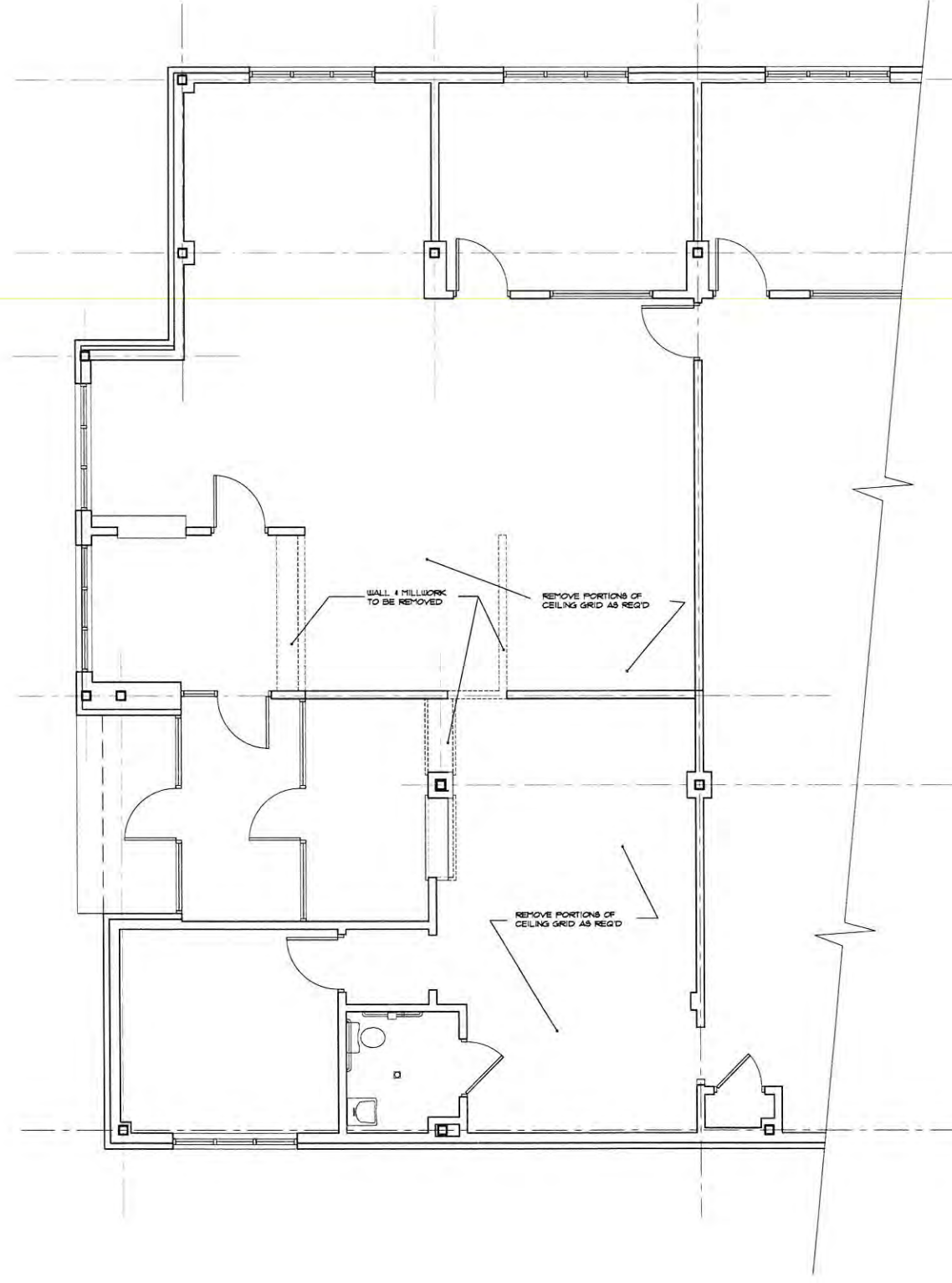
#### **Recommended Motion**

**Conceptually approve preliminary designs as presented to build out space at the Springfield Township Civic Center for the Oakland County Sheriff Substation and direct Mark's Homes to proceed to prepare final construction plans and budget.**





1  
A-1  
**EXISTING FLOOR PLAN**  
SCALE: 1/4" = 1'-0"



2  
A-1  
**DEMOLITION FLOOR PLAN**  
SCALE: 1/4" = 1'-0"

Copyright © 2013  
DESIGN RESOURCES, INC.  
ALL RIGHTS RESERVED

REVISIONS:	DATE:
CONSTRUCTION:	
PERMIT:	
BIDDING:	
PRELIMINARY:	REVIEW 10/04/21
CHECKED BY:	
DRAWN BY:	J.P.N.

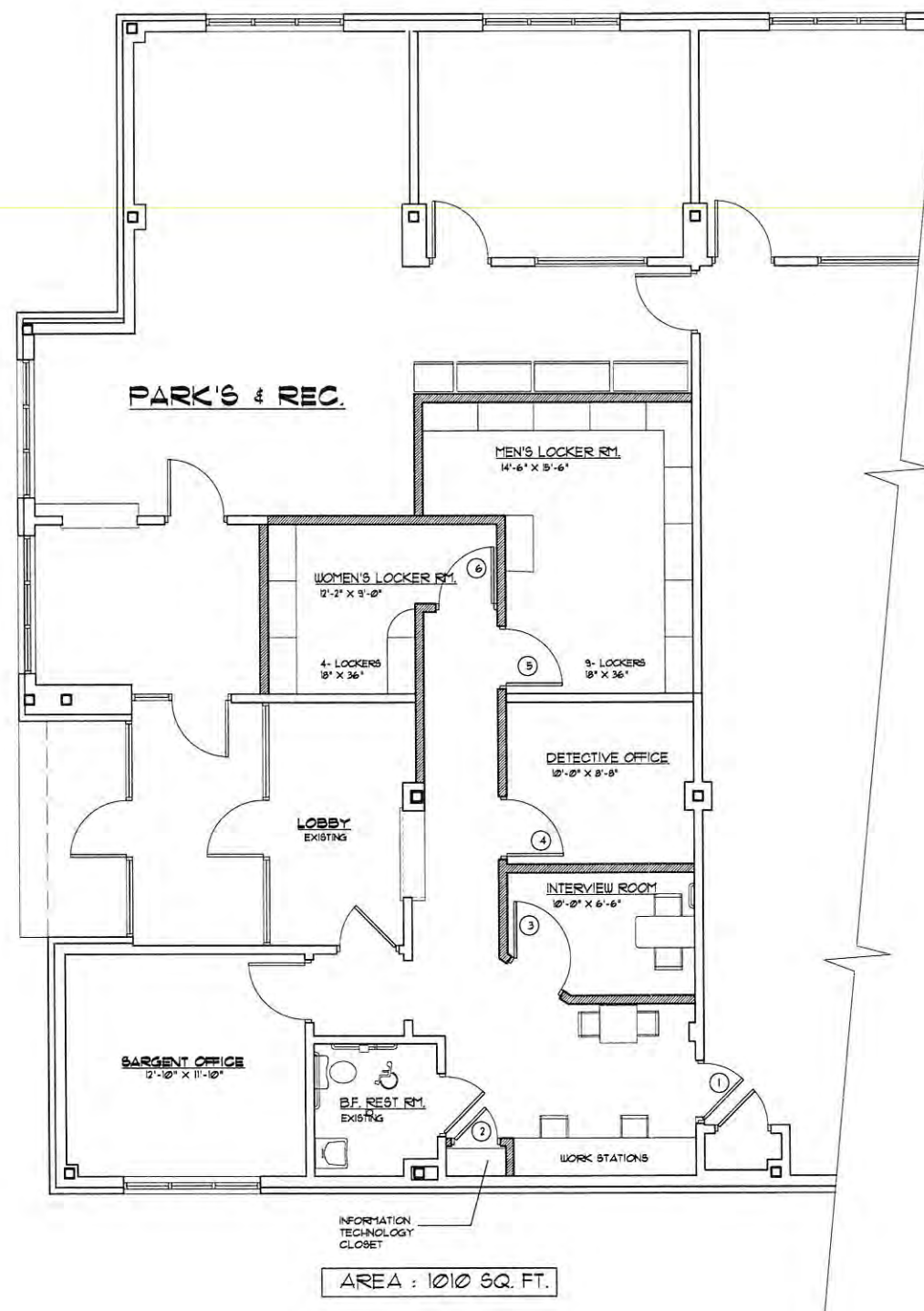
DO NOT SCALE DRAWINGS  
USE DIMENSIONS INDICATED

**DESIGN RESOURCES**  
1886 LAKE POINT DR.  
ORTONVILLE, MI 48462  
PHONE: (248) 627-8180 FAX: (248) 783-3377  
email: info@designreso.com  
website: www.designreso.com

INTERIOR RENOVATION FOR:  
**SPRINGFIELD TOWNSHIP**  
**OAK CO. SHERIFF SUB STATION**  
12000 DAVISBURG ROAD  
DAVISBURG MICHIGAN 48350

PROJECT LOCATION:	DRAWING TITLE:
	DEMOLITION PLAN
SCALE:	PROJECT NUMBER:
	21-016
	A-1
	SHEET NUMBER:





## GENERAL NOTES

- A. 3 5/8" 20 GA. STEEL STUDS @ 16" O.C. W/ SOUND DEADENING INSUL. W. 5/8" GYP. BRD. EA. SIDE.
- B. NEW DOORS 36" X 84" OAK SOLID CORE DOORS W/ KNOCK DOWN METAL JAMBS & HARDWARE TO MATCH EXISTING.
- C. REWORK EXISTING CEILING GRID AS REQUIRED
- D. REWORK MECHANICAL SUPPLY & RETURN DUCT WORK AS REQUIRED
- E. REWORK LIGHTING AS REQUIRED
- F. REWORK EXIT & EMERGENCY LIGHTING AS REQUIRED
- G. PROVIDE NECESSARY PULL STATIONS, HORNS & STROBES TO BE INTEGRATED INTO EXISTING FIRE ALARM SYSTEM.
- H. PROVIDE BUILT-IN MILLWORK AS INDICATED
- I. PROVIDE ALL NEW CARPETING & VINYL COVE BASE
- J. PROVIDE ALL NECESSARY PAINTING
- K. PROVIDE ALL NECESSARY DEMOLITION

3  
A-2  
**PROPOSED FLOOR PLAN**  
SCALE: 1/4" = 1'-0"

Copyright © 2013  
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ALL RIGHTS RESERVED

REVISIONS:	DATE:
CONSTRUCTION:	
PERMIT:	
BIDDING:	REVIEW 10/04/21
PRELIMINARY:	
CHECKED BY:	
DRAWN BY:	J.P.N.

DO NOT SCALE DRAWINGS  
USE DIMENSIONS INDICATED

**DESIGN RESOURCES**  
1886 LAKE POINT DR.  
ORTONVILLE, MI 48462  
PHONE: (248) 827-8180 FAX: (248) 783-3377  
email: info@designreso.com  
website: www.designreso.com

INTERIOR RENOVATION FOR:  
**SPRINGFIELD TOWNSHIP**  
**OAK CO. SHERIFF SUB STATION**  
12000 DAVISBURG ROAD  
DAVISBURG MICHIGAN 48350

PROJECT LOCATION:

DRAWING TITLE:  
**PROPOSED  
PLAN**

SEAL: PROJECT NUMBER:  
**21-016  
A-2**  
SHEET NUMBER:

PLATTENBERG/UNIVERSAL AND PA, 1007 J STREET, SUITE 200, ANN ARBOR, MI 48106

# SPRINGFIELD CHARTER TOWNSHIP

LAURA MOREAU, SUPERVISOR

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



## MEMO

**TO:** Township Board  
**FROM:** Laura Moreau, Supervisor   
**DATE:** October 8, 2021  
**RE:** **Dixie Lake Improvement Board Boat Launch**

In November 2017, the Board approved an amendment to the Dixie Lake Manor PUD to allow construction of a private lake access and boat launch facility on an undeveloped general common area of the condo development. After many months of finalizing approvals and legal agreements, followed by the interruption of 2020 shutdowns, work was finally underway this spring; however, there were many delays and challenges with construction.

As of early October, the launch is substantially complete and EGLE is satisfied with the restoration effort and construction. However, the fence, gates, and landscape have not been installed as shown on the approved plans and will not be complete until next spring. The Dixie Lake Improvement Board is eager to allow lake residents to utilize the access to take boats out of the water this fall. To accommodate that request but ensure that the project is fully completed according to the approved PUD amendment, I suggest requiring a Performance Guarantee with DLIB. Further, the launch was constructed with a larger retaining wall than what was shown in the original plans. This alteration, although attractive, would require changing the location of the walk gate and pathway and shortens the length of fence. Included in the terms of the Performance Guarantee is reference to the Revised Plans that were submitted by DLIB for review. The revised plans and draft Performance Guarantee are presented to the Board for approval.

The agreement would allow until June 1 to complete all remaining work without requiring DLIB to provide a cash deposit or letter of credit for the full amount needed to complete the work, as is the standard with a performance guarantee. The agreement also states that the launch may be used this fall to take boats out of the water. Note, however, that DLIB will need to provide additional escrow funds to cover the attorney fee to prepare the agreement plus final inspections. Upon executing the agreement, DLIB will need to submit \$1,300 to replenish the escrow account.



Attached for review are the following:

1. Minutes of 11-9-2017 Board Meeting – Second Reading, Amendment to Dixie Lake Manor PUD
  2. Final Plans for launch dated 11-3-17
  3. Email and photos from DLIB president, Donna Ventimiglia dated 9-25-21
  4. Inspection report from AEW dated 9-29-21
  5. Letter from DLIB requesting to utilize the launch prior to final completion
  6. Draft Performance Guarantee prepared by Greg Need
  7. Revised Plans dated 10-6-21, showing launch as-built and proposed final improvements
- 

If you have any questions about the construction or background of this project, please contact me prior to the meeting. Donna Ventimiglia will be in attendance at the meeting to answer questions about the request and remaining work.



Minutes of  
**BOARD OF TRUSTEES**  
**REGULAR MEETING**  
**November 9, 2017**

**SPRINGFIELD**  
CHARTER TOWNSHIP

Laura Moreau, Clerk



Walls asked for questions or comments.

Hearing no comments, Supervisor Walls closed the public hearing at 8:19pm.

**Old Business:**

1. Second Reading – to Dixie Lake Manor PUD.

Supervisor Walls explained that the PUD amendment to Dixie Lake Manor is to allow construction of a boat launch by the Dixie Lake Improvement Board in a common area.

Ginny Fischbach, 10058 King Road, representing the Dixie Lake Improvement Board, reported that all drawing changes requested by the Board at the October Board meeting have been made, including bush species name and gate size change. She distributed to the Board a copy of a letter from the Dixie Lake Manor Estates expressing their support of the plan. Ms. Fischbach reported Attorney Need has a first draft of a new Agreement.

Clerk Moreau asked if the Dixie Lake Improvement Board has had an opportunity to review the Agreement draft.

Attorney Need explained that Tim Patterson has the draft but that the association has not fully reviewed it yet, nor has the Dixie Lake Manor Estates Attorney.

Supervisor Walls commented on a question about Performance guarantees. He commented that Performance Guarantees are not a concern that the project goes forward, but in lieu of a Building Department inspection, more so that improvements get carried out and completed according to the agreements in a way that it was intended to be.

Clerk Moreau stated that she believes a guarantee of some kind should be included in the agreement.

Trustee Hopper asked what Clerk Moreau intended in terms of time or monetary commitment.

Clerk Moreau replied that with a performance guarantee, there is usually an inspection schedule or approval and letter of credit. There is concern, based on past experience with other developments, that plans would not be carried out in a way that was approved. It does not have to be as formal as a Performance Guarantee; it could be as simple as the Building Inspector goes to the site and verifies that the improvements were carried out according to the approved site plans. The simplest method would be the best.



Treasurer Dubre contributed that that could be setup as an inspection escrow.

Ms. Fischbach replied that she needs to know what to do and it will be done.

Clerk Moreau explained that there is no building permit or certificate of occupancy with a project like this. Once the Board approves the site plan there would be no follow up to verify all work is completed as approved.

Trustee Hopper commented that the problem with an inspection occurs if an inspector finds something wrong. It is unclear who is responsible to correct it. Money withheld by the Township would be used to pay for someone to correct.

Treasurer Dubre answered by comparing this situation to landscaping inspection escrows.

Supervisor Walls explained the plan is such that the inspection of the launch will be conducted by MDEQ leaving the only other inspection areas as the grading, fence and landscaping, which could be covered by a consultant or Supervisor Walls.

Trustee Vallad contributed that he believed that a couple hundred dollars in escrow would be sufficient and Trustee Cooper agreed.

Supervisor Walls addressed the subject of Township involvement in enforcement, maintenance and repair and believes that the Lake Board, Property Owners Association and the launch users would be sufficient to keep the launch usable.

Board members agreed.

- \* **Having determined that the proposal is consistent with the planning and zoning objectives of the Township and with the Zoning Ordinance pertaining to the use of the property, Clerk Moreau moved to approve an amendment to the Dixie Lake Manor PUD to allow for the construction of a private lake access and boat launch facility on an undeveloped general common area of Dixie Lake Manor condominium development located north of King Road and between the units 13 and 14 to the waters of Dixie Lake conditioned on the following: 1) No property with legal access to Dixie Lake as of this date shall have that right limited, impaired, expanded or restricted as a result of the PUD amendment approval or any associated agreements; 2) that the Planned Unit Development Agreement reviewed this evening shall be finalized to the satisfaction of the Township Attorney**





and Supervisor and executed by the Township, Dixie Lake Improvement Board and the Dixie Lake Manor Association and recorded by the Township with Oakland County Registrar of Deeds; 3) The Dixie Lake Manor Condominium Development Master Deed Exhibit B and Bylaws shall be amended in a form satisfactory to the township Attorney and Supervisor and prior to construction of any improvements on lake access parcel, the Dixie Lake Manor Association shall present to the Township proof that the amendments have been approved by the required number of co-owners of the development; 4) All permits as required by the Michigan Department of Environmental Quality shall be approved prior to the start of construction; and lastly 5) the lake access parcel and facility shall be developed strictly in accordance with the approved final plans and the terms of the Planned Unit Development Agreement. Trustee Hensler supported the motion. Vote on the motion. Yes: Cooper, Dubre, Hensler, Hopper, Moreau, Vallad and Walls; No: none; absent: none. The motion carried by a 7 to 0 vote.

2. Second Reading – Minor in Possession Amendments

Supervisor Walls explained that this amendment changes the penalty for a first offence from a misdemeanor to a civil infraction.

Attorney Need stated that the amendment also updates the Ordinance to include the correct references to State Law.

Clerk Moreau stated that there was also a minor edit before publishing for second reading in section g on the third page 3, section G, 4<sup>th</sup> sentence down the words “a court” were missing before the word order.

- \* Clerk Moreau moved to adopt Amendments to Springfield Township Code of Ordinances Chapter 22 Article VIII Offences involving minors as published for second reading. Said Amendments to become effective upon publication of Notice of Adoption. Trustee Cooper supported the motion. Vote on the motion. Yes: Cooper, Dubre, Hensler, Hopper, Moreau, Vallad and Walls; No: none; absent: none. The motion carried by a 7 to 0 vote.











## Laura Moreau

---

**From:** Donna Ventimiglia <dventy2@gmail.com>  
**Sent:** Saturday, September 25, 2021 1:44 PM  
**To:** Laura Moreau  
**Cc:** Felix Steven; Lentine-Vining Paula  
**Subject:** Dixie Lake Launch Update

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Laura,

This letter is to update you on the current status of the Dixie Lake Boat Launch Project. The launch was completed earlier this week. EGLE did a site visit and was pleased with the water portion of the restoration and construction. The only outstanding task is planting the wetland plants. The seeds are purchased but with the recent heavy rains, we have not been able to plant them.

Unfortunately, Mr. Miller has informed us that the fence and gate were removed from his contract. We were unaware of this until earlier this week. The DLIB is seeking bids for the fence/gate but it is highly unlikely that the bidding process and installation could be completed before winter. The Board understands the importance of keeping the site secure. We are installing posts with a chain and lock until such time as the fence, gate and locking system is installed.

I had a site visit with Steve Felix and Paula Vining earlier today. It also is evident that the landscaping portion of the project will now fall on DLIB. We are also obtaining quotes for topsoil and grass to complete the project.

I am forwarding photos of the site in its current condition for your review. As you know, this has been a very long, difficult project. We are pleased to finally have a launch site for our lake residents to use. We just have some more work to do until it is completed. The Board looks forward to further discussions with you regarding this matter.

Sincerely,

Donna Ventimiglia

























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

**CIVIL ENGINEERS - SURVEYORS - ARCHITECTS**

51301 Schoenherr Road, Shelby Township, MI 48315

586.726.1234 | [www.aewinc.com](http://www.aewinc.com)

September 29, 2021

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

**Reference: Dixie Lake Boat Launch**

Common Area Between Units 13 and 14

Dixie Lake Manor

AEW Project No. 0172-0025

Dear Laura:

As a follow-up to our inspection of the above reference project that occurred yesterday afternoon, we have the following comments:

- 1) The boulder retaining wall along the west side of the ramp was constructed further to the south than what was indicated on the plans. Because of this, the pedestrian access to the lake that is shown on the plans does not seem to be possible. The Lake Board should indicate how the pedestrian access will be maintained.
- 2) The proposed swale along the east property line will need to be constructed before that area is restored.
- 3) The excess stone that was cast around the proposed lawn area east of the access road should be removed prior to final grading and the placement of topsoil.
- 4) Most of the sidewalk across the frontage of the subject side is broken and should be replaced.
- 5) There is a significant amount of dirt along the curb line of King Road in front of and east of the subject site. This material should be removed and the street swept.
- 6) It is our understanding that the Dixie Lake Improvement Board plans to install posts with a chain and locks until the fence and gate can be installed. We would recommend that a cable be used across the driveway and that it be marked in such a fashion that it is visible.
- 7) The shrubs that are proposed along the fence will need to be installed after the installation of the fence and gate.





Laura Moreau  
September 29, 2021  
Page 2

Thank you for meeting me on-site yesterday. If you have any questions or would like our office to review the site after restoration and the installation of the fence is complete, please advise.

Sincerely,

Stephen V. Pangori, P.E.  
President

cc: Mike Smith, AEW

M:\0172\0172-0025\Gen\Letters\Moreau\_SVP092921.docx

October 8, 2021

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

Re: Dixie Lake Launch Project

Dear Ms. Moreau,

The above-referenced project has been a long, difficult one that is finally coming to closure. We are pleased that the actual launch is installed to EGLE's satisfaction. However, due to unforeseen problems, the fence and landscaping are not complete. As we have discussed, this is due to our financial partner not completing these items.

The DLIB has worked tirelessly over the past two weeks to determine how we can complete this project with limited funds left in the 2021 budget and the fast approaching inclement weather. We were able to secure a landscaper who will begin the final grade, lay top soil, and plant grass with netting early the week of October 11 (weather permitting). We are obtaining bids on the fence, but so far all received have indicated that materials and labor are several weeks out. It is clear that the fence cannot be installed until spring of 2022. Note, that it is the intention of DLIB to install a decorative, black iron fence to insure that the launch site complements the other properties in Dixie Lake Manor.

We were informed by you that the launch is not usable because these items are not completed per the PUD Amendment. We respectfully request that the DLIB be allowed to let the residents of the lake use the launch for the remainder of the fall season for the following reasons:

- The launch is secured with two posts, a heavy duty wire, a heavy duty lock, and "Private" signage at the water's edge
- ONLY DLIB members have keys
- All use will be managed by DLIB members – no additional keys will be distributed
- Appointments will be made through the DLIB for monitored usage
- Other than private resident's property launches, the only other options are not available at this time. Plat 9 is very rutted due to the rains and is dangerous to use. Mr. Miller's property, which he allowed some residents to use, is muddy and would require a tow truck if use was attempted. (This has happened)
- Many residents hire pontoon hauling companies to take their boats from the water because they don't own trailers. Shrink wrapping companies have also been scheduled.



If residents are not able to make their appointments, they will have difficulty getting back on the schedules. Additionally, at certain low temperatures, motors can be damaged. October is a key month for removing boats from the lake.

Once the fence is installed in the spring, we look forward to providing full use to all residents based on their riparian use rights.

Thank you for your consideration of our request. We look forward to hearing from you.

Sincerely,  
Donna Ventimiglia  
Steve Felix  
Paula Lentine-Vining

## PERFORMANCE GUARANTEE AGREEMENT

This Performance Guarantee Agreement ("Agreement") is made this \_\_\_\_ day of \_\_\_\_\_, 2021, by and between the Dixie Lake Improvement Board, a Michigan statutory public agency ("DLIB"), whose address is 10058 King Road, Davisburg, MI 48350, and the Charter Township of Springfield, a Michigan municipal corporation ("Township"), whose address is 12000 Davisburg Road, Davisburg, MI 48350.

### Recitals

- A. DLIB and Township were two of the parties to a Planned Unit Development Agreement dated May 1, 2019 ("PUD Agreement");
- B. The PUD Agreement pertained to improvements to a certain parcel within the Dixie Lake Manor Condominium to allow construction of a boat ramp for private access to Dixie Lake;
- C. The PUD Agreement references the "Final Plans" for the boat ramp. Revised Plans were provided the Township, referenced as Kieft Engineering plan no. 2014.307, dated 10-6-2021. All the work described in the Final Plans and any revised plans are the ("Improvements")
- D. The construction of the boat ramp is substantially complete; however, certain items are not completed as of this date. These uncompleted items ("Remaining Work") are listed on attached Exhibit "A";
- E. DLIB has represented that Remaining Work will not be completed until the spring, 2022;
- F. DLIB has requested that the Township grant permission to allow residents to use the boat ramp to remove boats from Dixie Lake during the fall 2021;
- G. DLIB does not currently have sufficient funds to complete the Remaining Work, and will not until funds have been collected from the special assessment levied by DLIB, and after issuance of the December tax bills by Township; and
- H. The Township is agreeable to the request, provided that DLIB provides adequate security to ensure that the Remaining Work is completed in a timely fashion.



NOW THEREFORE, in consideration of the Recitals and the promises contained herein, the parties agree as follows:

1. Township agrees that the boat launch and ramp can be used to remove boats from Dixie Lake in fall 2021.

2. Upon execution of this Agreement, DLIB shall escrow with the Township the sum of \$1,300.00 which funds shall be used to reimburse the Township for its expenses incurred for additional inspections and in preparing this Agreement. In the event the escrow is insufficient, DLIB shall pay the Township any deficiency within 30 days of billing. Upon the Township's inspection and approval of the Improvements as described in paragraph 4, any remaining sums in the escrow account shall be refunded to DLIB.

3. DLIB agrees that the Remaining Work shall be completed to the Township's satisfaction prior to June 1, 2022.

4. Township shall inspect the Remaining Work and the Improvements to determine whether they have been completed in accordance with the approved Final Plans, any revisions to those plans approved by the Township, and all applicable Township ordinances and standards.

5. If the Remaining Work is not completed per paragraph 4 by June 1, 2022, then the Township is authorized to transfer from the amounts collected from the special assessment an amount, as determined by the Township Supervisor in her sole discretion, after consultation with the Township Engineer, adequate to complete the Remaining Work and transfer those funds to an escrow account to be held by the Township.

6. The Township Supervisor is authorized to release all escrowed funds to DLIB upon presentation of proof satisfactory to the Supervisor, in her sole discretion, that all the Improvements have been completed. Alternatively, the Supervisor is authorized to utilize all or any portion of the escrowed funds to complete the Improvements in the event they have not been completed by June 1, 2022.

7. This Agreement has been authorized by the Township Board of the Township and by DLIB and the individuals whose signatures appear on the following pages have been authorized to execute this Agreement.

*Signatures on following pages.*

**CHARTER TOWNSHIP OF SPRINGFIELD,**  
a Michigan municipal corporation

By: Laura Moreau

Its: Supervisor

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

STATE OF MICHIGAN     )  
                                      ) SS  
COUNTY OF OAKLAND    )

On this \_\_\_\_ day of \_\_\_\_\_, 2021, the foregoing Performance Guarantee Agreement was acknowledged before me by Laura Moreau, Supervisor for and on behalf of the Charter Township of Springfield, a Michigan municipal corporation.

\_\_\_\_\_, Notary Public  
\_\_\_\_\_, County, Michigan  
My commission expires: \_\_\_\_\_



**DIXIE LAKE IMPROVEMENT BOARD,**  
a Michigan Statutory Public Agency

\_\_\_\_\_  
By:  
Its: Chairperson  
Date: \_\_\_\_\_

STATE OF MICHIGAN     )  
  ) SS  
COUNTY OF OAKLAND    )

On this \_\_\_\_ day of \_\_\_\_\_, 2021, the foregoing Agreement was acknowledged before me by \_\_\_\_\_, Chairperson for and on behalf of the Dixie Lake Improvement Board, a Michigan Statutory Public Agency.

\_\_\_\_\_  
\_\_\_\_\_, Notary Public  
\_\_\_\_\_ County, Michigan  
My commission expires: \_\_\_\_\_

**EXHIBIT A**  
**Uncompleted Improvements**

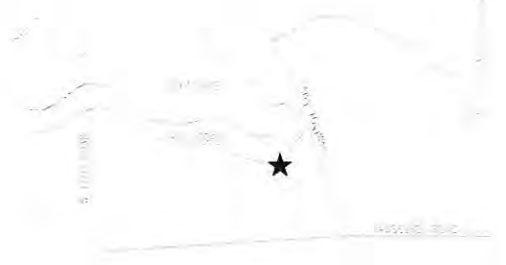
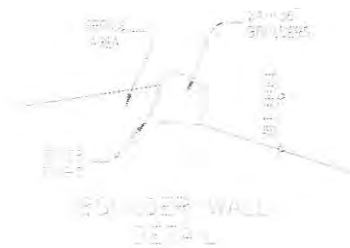
1. Complete final grade and install grass seed with landscape netting.
2. Install wetland plants and seed mix, per EGLE requirements.
3. Install decorative aluminum fence, launch gate, and walk gate in a similar style and finish to what was approved with the Final Plans. The location of the fence and gates shall be per the Revised Plans.
4. Install locks with separate restricted key systems for the launch gate and walk gate.
5. Install stone path for walk gate per Revised Plans.
6. Install ninebark shrubs, or similar species, per Revised Plans.



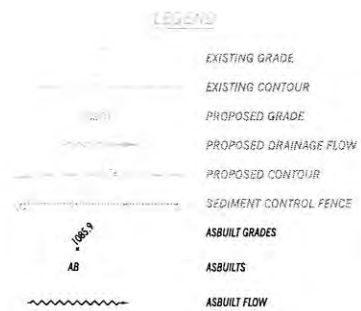
SEE ADDITIONAL  
DETAIL SHEET 2 of 2



**NOTE:**  
ADDITIONAL WORK ON  
SITE IN CLOUDED AREA  
TO BE PERFORMED



## RAMP SECTION



### Notes:

1. SPOILS TO BE PLACED UPLAND, RETAINED BY BOULDER WALLS, MAXIMUM 3' HIGH. GRADED NOT TO INTERFERE WITH NATURAL DRAINAGE. (SEE PLAN)
2. ALL DISTURBED AREAS TO BE RE-VEGETATED WITH NATIVE VEGETATION AND GRASSES.
3. THIS PROJECT WAS APPROVED BY MDEQ MARCH 12, 2016, #WRP001 850.

### Sheet Index

1. TOPOGRAPHIC SURVEY & PROPOSED BOAT RAMP
2. DETAILS & NOTES

**"AS-BUILT" 10-6-2021**



DATE	ISSUE
8-22-17	REVISED PER TOWNSHIP (5-16-17)
7-25-17	REVISED PER TOWNSHIP (7-12-17)
8-18-17	REVISED PER TOWNSHIP/MDEQ PERMIT
9-28-17	REVISED PER TOWNSHIP (8-31-17)
11-3-17	REVISED PER TOWNSHIP
10-6-2021	REVISED PER TOWNSHIP

**PROPRIETOR:**  
DIXIE LAKE IMPROVEMENT BOARD  
10058 KING ROAD  
DAVISBURG, MICHIGAN 48350  
(248) 892-7021

THIS DRAWING IS THE PROPERTY OF KIEFT ENGINEERING, INC. AND MAY NOT BE USED, REPRODUCED OR PUBLISHED, IN PART OR IN WHOLE, WITHOUT EXPRESSED WRITTEN PERMISSION FROM KIEFT ENGINEERING, INC.



**KIEFT ENGINEERING, INC.**  
REG. PROF. ENGINEER AND REG. LAND SURVEYOR  
5852 SOUTH MAIN STREET, STE #1, CLARKSTON, MICHIGAN 48346  
PHONE (248) 625-5251 FAX (248) 625-7110

DATE 4-13-15	CKD. BY	DATE
DRAWN GF		
DESIGN JJS		
SECTION 11	T-4-N-R-B-E	



**TOPOGRAPHIC SURVEY & PROPOSED BOAT RAMP**  
GENERAL COMMON AREA BETWEEN UNITS 13 & 14 "DIXIE LAKE MANOR"  
O.C.P. NO. 1022, PART OF W 1/2 OF THE SW 1/4, SECTION 11,  
T4N, R8E, SPRINGFIELD TOWNSHIP, OAKLAND COUNTY, MICHIGAN

SCALE 1" = 20' HORIZ. 1" = 5' VERT.
SHEET 1 OF 2
KE 2014.307

September 20, 2021

RECEIVED

SEP 24 2021

Sean Miller, Clerk  
Charter Township of Springfield  
12000 Davisburg Road  
Davisburg, MI 48350

SPRINGFIELD TOWNSHIP  
CLERK'S OFFICE

Mr. Miller,

I would like to be considered for the open position of Township Trustee. Three copies of a community-focused resume are enclosed. I have lived in the Clarkston area since 1998. Sixteen of those years were in Springfield Township (close to Independence Township border). It's fun to be involved in all municipalities related to Clarkston in addition to Davisburg and Holly.

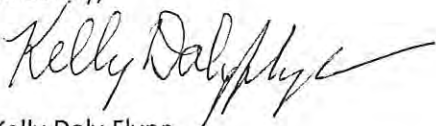
I am a doer – a person who puts words into actions. I enjoy my community and want to be a supportive force in the positive energy of Northern Oakland County. The world is full of people who bemoan the fate thrown upon them by outside forces, but they do nothing to change it. My aim is to contribute positively, so I know I've done everything I can to make a difference.

I currently serve on two boards – North Oakland Headwaters Land Conservancy (NOHLC) and Oakland Community Health Network (OCHN) Oversight Policy Board (OPB). Six months ago, I was elected chair of the OPB. My term on the NOHLC board is coming to an end and I am interested in getting further involved in the community.

I volunteer for non-profits (when allowable, i.e. pandemic) and donate to many local area groups such as Santa's Cupboard and Neighbor For Neighbor. I also often enjoy the festivals and activities organized by Springfield Township library, Parks and Rec, and the community as a whole.

I hope that I might have a chance to interview for the Township Trustee position (if that's the next step). Thank you for your consideration.

Sincerely,



Kelly Daly Flynn  
6172 Englewood Dr.  
Springfield Township  
Clarkston, MI 48346

248-238-1634

kellyd@umich.edu



# Kelly Daly Flynn

6172 Englewood Dr, Clarkston  
(248) 238-1634, kellyd@umich.edu

## **COMMUNITY INVOLVEMENT AND BOARD SERVICE**

Oakland Community Health Network, Oversight Policy Board (OCHN, OPB)

- Board member – 2017 to present
- Chairperson – Jan 2021 to present

North Oakland Headwaters Land Conservancy (NOHLC)

- Board member - 2018 to present
- Fundraising committee for major fundraising events

Adjunct Faculty, Oakland Community College

- Manufacturing Processes MEC1010 and MTT1400 for MAT2 internship program

## **VOLUNTEER ACTIVITIES**

Grace Centers of Hope in Pontiac

- Kitchen help – 2016 to present
- Office help – 2012 to 2014

Clarkston Community Schools volunteer

- High School and Middle school career day speaker – 2012 to present
- Destination Imagination leader, A World in Motion, help for misc. events and field trips

American Chemical Society High School Science Coach – 2020-2021 school year

- Willoughby South High School, suburb of Cleveland

Engineering Society of Detroit SMaRT program

- Mentor for science and architecture competition for inner city high school students
- Henry Ford High School (2013, 2014) and Osborn High School (2015), both in Detroit

## **RELEVANT PROFESSIONAL SKILLS**

Project management, sustainability, continuous improvement, problem solving, quality, cost savings, business case development, budget analysis

## **EDUCATION**

Oakland University	Master of Science in Mechanical Engineering	(2013)
University of Michigan	PhD in Physical/Inorganic Chemistry	(1998)
Lawrence Technological University	Bachelor of Science in Chemistry	(1992)

## **WORK EXPERIENCE OVERVIEW**

Research and Development

- R&D Engineer – INOAC Interior Systems, Farmington Hills, MI
- Senior Scientist – United Solar Ovonic, Auburn Hills, MI
- Research Scientist – Energy Conversion Devices, Rochester Hills, MI

Continuous Improvement

- Continuous Improvement Lead – Ascent Aerospace, Lake Orion and Macomb, MI
- Engineering Specialist – Process – General Dynamics Land Systems, Sterling Heights, MI

Process and Product Engineering

- Senior Process Engineer – Jabil, Auburn Hills, MI
- Product Development Engineer – Gates Corporation, Rochester Hills, MI

## **PROFESSIONAL SOCIETIES**

American Society for Quality (ASQ)	Society of Manufacturing Engineers (SME)
American Chemical Society	Toastmasters International

RECEIVED

SEP 22 2021

SPRINGFIELD TOWNSHIP  
CLERK'S OFFICE

September 20, 2021

To: Sean Miller, Clerk  
Charter Township of Springfield

Re: Township Trustee Vacancy

This letter is to confirm my interest in being appointed to fill the present vacancy on the Township Board. Having served as Trustee for twelve years ending in November of 2020, I have all the experience necessary to make a seamless transition into this position.

Springfield Township is a special place with outstanding leadership and the passing of Marc Cooper has left a large hole. I would be honored to fill this spot.

I am unable to attend the October meeting due to a previous commitment. I am absolutely ready to start in November 2021 and continue until November of 2022. I am, however, unable to make a commitment now past that time frame.

I wish you success in finding the right person. I look forward to hearing from you.

Sincerely,



Judy Hensler  
9558 Kingsway Circle  
Clarkston, MI 48348  
248-318-9601  
judyatbeach@aol.com

September 30, 2021

RECEIVED

OCT - 1 2021

SPRINGFIELD TOWNSHIP  
CLERK'S OFFICE

Sean R. Miller

Clerk

Charter Township of Springfield

12000 Davisburg Road

Davisburg, MI 48350

Dear Mr. Miller:

I am writing to express my interest in being considered for the appointment to the office of Township Trustee. Additionally, I intend to run for the full term in 2022 regardless of appointment status. The position of Trustee holds great responsibility for the future wellbeing of Springfield Township, I believe I would provide relevant and useful knowledge and insight to the position.

Springfield Township has grown and changed significantly since I first became aware of the world around me, and in our current day the actions of our local officials will be vital to ensuring our community remains a great place to live and work. Whether that requires forethought into matters of planning, mindful considerations into budgetary questions, or working to unite the community on split issues; I stand ready to tackle these problems as effectively and efficiently as possible. Having been a resident of the Township nearly my entire life, I look forward to another opportunity to give back and care for the community that shaped me.

Given my experiences, both personal and professional, and my academic background, I believe I am a strong fit for the position of Township Trustee. I look forward speaking with you more about my qualifications.

Respectfully,

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

Justin Kellner



## Justin Kellner

(248) 245-5092 | jkellner@oakland.edu

### EDUCATION

Oakland University, Rochester, MI.

Expected: December 2022

- Master of Public Administration
- Concentration in Local Government Management
- GPA: 3.77 / 4.0

Oakland University, Rochester, MI.

- Bachelors in Public Administration and Public Policy
- Minor in International Relations
- GPA: 3.59 / 4.0

School Involvement

- Chair of the Student Veteran Action Committee for Student Congress
- Member of Student Veterans of Oakland University

### WORK EXPERIENCE

Oakland University Veterans Support Services. Rochester, MI.

**Veteran Liaison**

August 2018 – August 2020

- Oversaw the day to day operations of the Veteran Support Services office to ensure smooth operations for all military connected students and faculty
- Provided leadership and ensured the wellbeing and professional development of 8 junior V.A. work-studies
- Established and maintained relationships with potential donors to continuously improve the services provided by Veteran Support Services

**V.A. Work-study**

April 2017 – August 2018

- Advised new and returning veterans and their dependents of how to efficiently use their educational benefits to enhance their experience at Oakland University
- Assisted in the planning of the Veteran Support Services' First Annual Golf Outing and raised over \$600 to go towards improving the lives of student veterans
- Coordinated the Veteran Support Services' Annual Jump Start that provided numerous of networking opportunities for all service-connected students and their families

United States Navy, San Diego, CA.

November 2010 – November 2016

**Electronics Technician, 2<sup>nd</sup> Class Petty Officer**

- Oversaw 6 junior technicians as Work Center Supervisor to ensure 100% operational readiness for RADAR and Ship's Navigation Systems
- Coordinated investigative and repair efforts of 4 junior technicians as Electronic Systems Watch Supervisor to maintain ships readiness while underway.
- Responsible for maintenance and operations of all Ship's navigation systems as Senior Navigation Technician resulting in minimum down time

David F. Smith  
13120 Scott Road  
Davisburg, MI 48350  
(248)310-9087

RECEIVED

OCT - 1 2021

SPRINGFIELD TOWNSHIP  
CLERK'S OFFICE

September 28, 2021

To: Sean R. Miller, Clerk  
Charter Township of Springfield  
12000 Davisburg Road  
Davisburg, Michigan 48350

Re: Springfield Township Trustee Appointment

Please accept this as my Letter of Interest in the recently opened  
Springfield Township Trustee position, formerly held by the late Mark  
Cooper.

I meet all specified requirements under State Law for this appointment to Trustee.

I am willing to run for election in November of 2022 and serve the people of Springfield Township in the  
interim.

Please see Resume` attached.

Thank You for your consideration.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "David F. Smith", written in a cursive style.

David F. Smith

# David F. Smith

13120 Scott Rd Davisburg MI

(248) 310 9087

[Farmerdave86@gmail.com](mailto:Farmerdave86@gmail.com)

**Objective** To serve the people of Springfield Township.

**Experience** November 2015 – present Road commission for Oakland County Beverly Hills, MI

- Road maintenance department. Grader operator, grading and chloride for dirt roads. Fixing drainage issues.
- Traffic safety department. Repair and maintenance to all Oakland county road signs and guardrail.

April 2012 – November 2015 Asphalt Specialists, Inc. Pontiac, MI

## ***Dirt Crew Foreman***

- Working Foreman that operates various types of heavy equipment from Motor Graders, wheel loaders, dozers, excavators, backhoe loaders, pulverizers, skidsteer loaders and dirt rollers.
- When running the pulverizing equipment was responsible for managing site for Full Depth Reclamation jobs utilizing Portland Cement for soil stabilization projects.
- Performed various tasks from excavation of spoils, stone, asphalt and concrete to installation of stone sub grade for concrete curb installation and fine graded ahead of the asphalt paving crew.
- Was able to have input with project managers on how to build a project, what equipment and trucking that was needed for the task at hand.
- Read plans and grade stakes in order to perform work that was required.
- Filled out daily reports on production that was required for the office.

March 2011 – Dec. 2011 Asphalt Specialists, Inc. Pontiac, MI

## ***Trucking Operations Manager***

- Scheduling of all trucking needs for asphalt paving and grade crews.
- Supervised 26 truck drivers for asphalt paving operations and Lo-Boy drivers along with all broker truck companies on a daily basis.
- Pulled permits for Lo-Boy moves as required and was responsible for coordinating all Lo-Boy moves for the company.
- Approved company truck drivers and broker driver's time cards for payment.
- Handled all contract negotiations for broker companies that performed trucking services for ASI.
- Negotiated material pricing on occasion or as required for projects.
- Ordered rental equipment as needed.
- Handled all utility disruption cases as needed requiring coordination between ASI safety director, insurance company, utility company, state and/or local governing authority.
- Responsible for making sure all trucks were in good working order, reported all repairs and/or maintenance that was required to the garage for individual trucks or heavy equipment, performed safety inspections on trucks as needed for DOT certification.
- Drove trucks and/or Lo-Boy quite often to fill in for absent drivers or as needed on an emergency basis.

April 2008 – Nov. 2010 Bill Siler Construction Company South Range, MI

## ***Heavy Equipment Operator/Truck Driver***

- Operated excavators, dozers, wheel loaders and backhoe loaders.
- Performed various duties from pavement preparation, milling, rough and fine grading and density for sub-grade.
- Performed surveying tasks, surveyed grades, set-up for pipe lasers and levels for the construction of a 15 acre sewer lagoon.



- Performed concrete and asphalt installation on projects.

May 2007 – Aug. 2007                      Sunset Excavating Co.                      Livonia, MI

***Heavy Equipment Operator/Laborer***

- Worked on pipe crew installing sanitary sewer, water main, storm sewer and building manhole structures and gate wells.
- Worked as a laborer installing edge drain, adjusting fire hydrants and made adjustments for catch basin lids before pouring concrete.
- Performed grade checker duties as necessary.

May 2006 – Aug. 2006                      Road Commission for Oakland County                      Beverly Hills, MI

***Internship – Project Inspector***

- Responsible for site supervision, inspected contractors workmanship and made sure that county specification for construction installation and materials were followed for 3 subdivision improvement projects during the summer.

June 2004 – Aug. 2004                      Edward C. Levy Co.                      Detroit, MI

***Geologist/Civil Engineer Intern***

- Worked on survey crew performing various duties from grade shots to prospecting properties for new mining sites.
- Worked on drilling team using foremost mobile drill to drill core samples of sand & gravel deposits.

## **Skills**

Computer literate, able to use Microsoft Outlook for e-mail, Microsoft Word, Excel and PowerPoint programs

Class A Operator for various pieces of heavy equipment

Class A CDL with current medical card

Basic surveying skills, grade checking

Excellent problem solving skills, work ethic, organizational skills

Leadership capabilities

## **Community Involvement**

Ducks Unlimited North Oakland chapter.

Strong focus on service with organizations that promote natural resource conservation.

## **Education**

2005 – 2009                      Michigan Technological University                      Houghton, MI

Associates in Civil Engineering Technology

## **References**

Mary Gillis	RCOC Employee	248-858-4863
Dave Kibbe	Retired RCOC Employee	248-877-0209
Scott Hubbard	RCOC Employee	248-887-4388
Brian Borich	Ajax Materials Corp.	248-388-1687

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WILLIAM K. WHITLEY SR.  
9850 GIBBS  
CLARKSTON MI 48348

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September 16, 2021

RECEIVED

SEP 27 2021

Mr. Sean R. Miller, Clerk  
Charter Township of Springfield  
12000 Davisburg Road  
Davisburg, MI 48350

SPRINGFIELD TOWNSHIP  
CLERK'S OFFICE

Dear Mr. Miller

I wish to be considered for appointment to the position of Trustee, Charter Township of Springfield, to fill the opening that currently exists on the Township Board.

I am a qualified elector of Springfield Township, I am a registered voter in Springfield Township, I am over the age of 18, I am a US citizen, and I have lived in Springfield Township more than 30 days as of this writing (44 years actually).

Attached, please find my resume. I have arranged that resume into 2 sections; first, a recap of my personal information and professional career, and second, a recap of my interactions with, and service to Springfield Township.

I appreciate the opportunity to be considered for this appointment.

I may be reached by email at [wwhitleysr@gmail.com](mailto:wwhitleysr@gmail.com) , or by telephone at 248 342 5374, should you need to contact me.

Regards,



William K. Whitley Sr.

WILLIAM K. WHITLEY SR.  
9850 GIBBS ROAD  
CLARKSTON MI 48348

## PERSONAL BACKGROUND

Citizenship: United States of America

Born: Flint, Michigan

Education: Bachelor of Science Mechanical Engineering, University of Michigan

Family: Married 48 years to Donna R. Whitley, 2 adult children, 4 grandchildren

Professional Background: Multiple global assignments, with rising and significant levels of executive and leadership responsibilities

General Motors Corporation, 1968 – 2005

- Pontiac Motor Division: Product Engineering, Senior Project Engineer, Engineering Group Manager
- Pontiac Motor Division: Product Reliability, Engineering Group Manager
- CPC Engineering: Engineering Group Manager
- Hydra-Matic Division: Director, Product Assurance
- Hydra-Matic Division: Chief Engineer
- GM Powertrain Group: Executive Director, Labs, Shops & Facilities, and Engineering Operations
- Retired, 2005, first attempt

Arvin-Meritor Corporation 2007-2009

- Director, Global Test

Infotech Enterprises America, 2009-2013

- Head, Global Automotive Practice
- President, North America Operations
- Retired, 2013

### Affiliations

- Clinton River Boat Club, Past Commodore (2005)
- Oakland County Sportsmen's Club
- Fenton Lakes Sportsman's Club
- Riverhouse Condo Association, Secretary and Treasurer

### Interests and Hobbies

- Family, 4 grandchildren – 1 small word, one huge part of my life
- Boating
- University of Michigan Football, Season Ticket Holder 54 years
- Currently in the state of blissful retirement



WILLIAM K. WHITLEY SR.

SERVICE TO SPRINGFIELD TOWNSHIP

1977 – moved to our new home on Gibbs Road

1978 – initiated process to have Gibbs Road designated a Natural Beauty Road

1978 – initiated and proposed to the Township Board the establishment of the R1A zoning district

1978 – appointed to the Planning Commission

1979 – appointed to position of Trustee, to fill vacancy on Township Board

1979 – 1988 – appointed to Zoning Board of Appeals

1980 – 1982 – Elected to 2 year term as Trustee, Springfield Township Board

1982 – 1984 – Elected to 2 year term as Trustee, Springfield Township Board

1984 – 1988 – Elected to 4 year term as Trustee, Springfield Township Board

1988 – with the arrival of 2 children, and a career with significantly increasing professional responsibilities, I chose to not seek re-election in 1988. I did not want to do a disservice to the position of Trustee should I not have the appropriate time to devote to the responsibilities, given the demands and global travel requirements of my job.

2008 – present – appointed to the Zoning Board of Appeals

2018 – present – elected as Chair, Zoning Board of Appeals

# SPRINGFIELD CHARTER TOWNSHIP

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



## MEMO

**TO:** Township Board  
**FROM:** Laura Moreau, Supervisor *[Signature]*  
**DATE:** September 7, 2021  
**RE:** ALS Transition Update

At the September Board Meeting, Chief Feichtner provided an update on the Phase I progress including efforts to establish payor numbers and gain approval from Oakland County to transition to ALS. As Chief explained, the final step with the County would be at a meeting of the Medical Control Authority on October 1. I am very pleased to report that the Board of Directors granted approval at that meeting; the letter approving the upgrade to Advanced Life Support is attached.

The Department is now preparing for inspection by the State of Michigan which will occur in the next 14 days. Chief Feichtner and Capt. Strickland also are working on a two-month schedule demonstrating sufficient staffing to meet the standards for ALS, as required by Medical Control prior to “going live” with ALS transporting. Medical equipment required to upgrade and train is starting to arrive.

The last item to address for Phase I preparation is pay rates. These pay adjustments are critical for remaining competitive with surrounding departments to attract and retain both Paramedics and command staff. Below is a chart comparing current rates with proposed.

Please contact either Chief Feichtner or myself with questions.

CURRENT		PROPOSED	
Firefighter or EMT	\$15/hr	Firefighter or EMT	\$15/hr
Firefighter & EMT	\$17/hr	Firefighter & EMT	\$17/hr
Paramedic	NA	Paramedic	\$18/hr
Firefighter & Paramedic	NA	Firefighter & Paramedic	\$19/hr
Officer (except Cpts)	\$20/hr	Officer (except Cpts)	\$20/hr
Shift (includes time on runs)	\$13.90/hr	Shift (NOT including runs)	\$15/hr
Paramedic on call	NA	Paramedic on call	2 hrs base pay per 12-hr shift
Command on call – Sgt	NA	Command on call – Sgt	\$125/weekend Fri 6p-Mon 6a
Command on call—LT & Capt	NA	Command on call—LT & Capt	\$150/weekend Fri 6p-Mon 6a



1200 N. Telegraph Road. Bldg. 36E, Pontiac, Michigan 48341  
Telephone: 248 975-9704 Fax: 248 975-9723 Website: [www.ocmca.org](http://www.ocmca.org)

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October 4, 2021

Chief J. David Feichtner  
Springfield Township Fire Department  
10280 Rattalee Lake Road  
Davisburg MI, 48350

Re: ALS Upgrade Approved by OCMCA Board of Directors

Dear Chief Feichtner,

On October 1, 2021, the OCMCA Board of Directors formally approved Springfield Township Fire Department's application to upgrade to Advanced Life Support.

Thank you and please let us know if you have any questions along the way!

Sincerely,

*Tressa Gardner*

Tressa Gardner, DO, PSRO Chair

Cc: Bonnie Kincaid, Executive Director, OCMCA  
Steve McGraw, D.O. EMS Medical Director, OCMCA  
Derek Flory, MDHHS  
Matt Strickland, Springfield Twp FD



# MEMO

## SPRINGFIELD CHARTER TOWNSHIP

LAURA MOREAU, SUPERVISOR

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



**TO:** Township Board  
**FROM:** Laura Moreau, Supervisor  
**DATE:** September 6, 2021  
**RE:** American Rescue Plan Act (ARPA) Funding

This item was on the agenda for discussion at the September 23 Budget Workshop, which was rescheduled due to the power outage. Springfield's first ARPA distribution was received on September 24 in the amount of \$758,271. I am adding the discussion of possible uses of ARPA funds to our October Regular Board Meeting rather than wait for the rescheduled workshop on October 19. This will both assist in preparing budget and will allow more time in case Trustee candidate interviews also are conducted on that date.

Please refer to the materials that were included in the budget workshop packet.



# Memo

**To:** Township Board

**From:** Jamie Dubre *Jamie*

**Date:** October 6, 2021

**Re:** Updated Job Descriptions

As discussed at the April meeting after Karen's retirement, I planned on updating and revising procedures within the office. With the additional responsibilities for CDBG, West Nile, Spring Clean Up, and NoHaz, I needed to look at the timing of those new functions along with current evolving responsibilities in my department. Another significant change is the processing of cost recovery and the change we will be making to ALS that will have a significant impact on the role Mary Beth has in maintaining that function within my office along with the Fire department.

I also want to recognize Mary Beth Baker for taking on the additional responsibilities from the time Karen was off during the month of January and when she announced her retirement shortly thereafter. I would not have been able to complete our year-end, regular audit, single audit, and payday processes without her willingness to step in and assist making the transition as seamless as possible. Her attention to detail and organizational skills are extraordinary and that has been apparent both prior to and during the transition with the added responsibilities, along with significant changes that are still in process from the change to Oakland County equalization and the County tax system last year. It has proven much more difficult then expected because of COVID and the lack of hands-on training that I had anticipated. Mary Beth's responsibilities and role have changed significantly, and I will be requesting a salary that is commensurate to those responsibilities when we set 2022 salaries.

The updated job descriptions now reflect the additional responsibilities and include a much more functional workload distribution, while taking in account the abilities of existing staff.

**Title:** Deputy Treasurer  
**Status:** Exempt  
**Reports To:** Treasurer  
**Hours:** Full-time 35 hours  
**Compensation:** Salary  
**Review:** Annually

Adopted October 14, 2021

**Job Summary:**

This position is an appointed position. This employee acts under the Treasurer's direction and in the absence of the Treasurer, assumes all statutory authority of Treasurer, except as a voting Township Board member. This employee has substantial financial and accounting responsibilities, along with creating and balancing the Township tax roll and settlement preparation. Manages multiple bank accounts with various types of investments.

**Essential Responsibilities:**

**1. Tax Collecting and Settlement**

- a. Set up of current year tax database by entering millage rates, verifying mortgage codes and special assessments are entered properly. Responsible for ad valorem, special acts and building on leased lands tax calculations
- b. Prepare School Tax Collection Contracts for each tax year. This includes the cost to each school and due date for L4029 – school millage rates.
- c. Generate and distribute summer deferment requests.
- d. Prepare and send electronic tax roll files to Tax Service Corporations and Mortgage Companies.
- e. Key adjustments for Board of Review, Michigan Tax Tribunal, and/or State Tax Commission. Calculate tax roll changes, balance to warrant as needed. Generate new tax bills based on approved revisions.
- f. Process lot splits during tax year and balance tax roll to verify accuracy.
- g. Prepare and mail delinquent personal property statements.
- h. Compile delinquent tax roll
- i. Collect and record tax payments – cash, check, credit card.
- j. Generate payment/distribution reports to close and journalize tax payment/batches.
- k. Import Tax payment files from Mortgage companies and Tax Service Corporations.
- l. Verify credit card tax payments made daily and process.
- m. Reverse and process returned tax payments (NSF) in tax program and general ledger.
- n. Generate letters to return checks for errors or duplicate payments.
- o. Calculate and prepare disbursements to Oakland County, Brandon, Clarkston, Holly Schools and refunds to taxpayers or mortgage companies for over payments.
- p. Set up journal entries for tax disbursements weekly as needed.



- q. Maintain FTP site with township tax information daily/weekly with Oakland County throughout tax season.
- r. Prepare and complete tax year settlement with Oakland County for Treasurer's review.
- s. Balance multi-year Special Assessment Rolls.
- t. Complete United States Department of Commerce Quarterly Survey of Property Tax Collection.
- u. Prepare and submit annual State Education Tax (SET) form as required.

## **2. Accounting and Financial**

- a. Monitor and reconcile employee flexible spending accounts daily.
- b. Monitor and reconcile credit card accounts daily for dog licenses, tax payments, parks and recreation programs.
- c. Monitor and review bank accounts daily.
- d. Verify and receipt ACH funds for Township from State of Michigan, FEMA grants, etc.
- e. Set up and verify Escrow accounts as required.
- f. Maintain BS&A Cash Receipting program, updating bank account numbers and general ledger numbers as needed.
- g. Assist in maintaining investment accounts, monthly interest receipting, all debt service payment and wires.
- h. Prepare for paydays by setting up fund transfers for accounts payable and payroll.
- i. Key and journalize payday transfers for all funds, payroll and accounts payable. Confirm general ledger and bank balances agree.
- j. Perform month end reconciliation of all funds and prepare preliminary Treasurer's Report.
- k. Prepare and distribute monthly revenue reports to Parks & Rec, Library and Clerk's department.
- l. Prepare Lake Board contracts, maintain bills, assessments and revenue. Answer inquiries regarding Lake Boards.
- m. Compile documents and run reports and provide the prior year tax settlement for annual Audit to assist auditors during the audit process.
- n. Make bank deposits runs daily/weekly as needed.
- o. Train and oversee Treasurer's Assistant as directed by Treasurer.

### **Additional Responsibilities:**

- 1. Daily Set up – front counter, cash boxes, check drop box.
- 2. Daily balance cash boxes.
- 3. Perform counter and receptionist duties as needed.
- 4. Respond to phone calls and counter inquiries regarding taxes, special assessments, account status, billing and payment options, dog tags.
- 5. Responsible for being familiar with all duties of the department and performing them as needed.
- 6. Compose a variety of memos, correspondence, reports and proposals. Maintain and create spreadsheets. Assist in updating guidelines for day to day tasks.

7. Assist Oakland County Assessing and other departments when possible.
8. Aid as needed and perform various other duties as assigned by the Township Treasurer consistent with the needs of the Treasurer's department.
9. Assist in setting up all computer excel forms and letters for new year.
10. Maintain an organized and clean work area at desk and department.
11. Year end document storage in file cabinets, short-term and long-term storage based on Treasurer retention schedule.
12. Annually set up files, binders, labels and tabs.
13. Act as liaison to Oakland County for Community Development Block Grant program. Maintain monthly financial report. Prepare all correspondence to Board, residents, other communities and Township staff regarding CDBG program. Responsible for administration of CDBG program.
14. Oversee Spring Clean Up event.
15. Oversee Township's involvement in West Nile grant program with Oakland County. Oversee preparation of project description and fulfilling program requirements.

**Physical Demands:**

The position requires regularly sitting, standing and walking. The position requires regular mental and visual concentration, along with the capabilities to distinguish colors, compare and match items and the ability to view computer screens and printouts. On an occasional basis this position requires reaching, lifting, carrying and/or pulling of items with a weight range of up to 30 pounds. If lifting or carrying an object in excess of 30 pounds, a team lift approach is required. The ability to use fingering or manual dexterity to use a calculator, adding machine, mouse, and a computer keyboard is needed on a regular basis. In addition, fine motor skills to grasp items such as money is needed on a regular basis. This position requires on a regular basis the ability to speak at varying tonal levels and the ability to hear sounds such as speech and machines. Occasionally this position may require one to stoop, kneel and crouch down.

**Working Environment:**

Employee will work regularly in an office environment.

**Education & Training:**

1. High School education or equivalent, bachelor's degree in accounting preferred.
2. Four years of relevant education and/or experience in accounting, banking and finance.

**Knowledge, Skills & Abilities:**

1. Knowledge of computers and experience using systems that run the Microsoft Windows software. Must have the ability to perform word processing, spreadsheet applications, database maintenance and computer programming.
2. Knowledge of or the ability to learn and use specialized software such as BS&A tax, BS&A cash receipting, and general ledger, BS&A special assessments.

3. Ability to operate multiple memory calculators, basic office equipment including computers, fax machine, copy machine, printers, postage machines, multi-line phones.
4. Ability to be detail orientated, able to multi-task, work effectively under stress and adapt to changes in work priorities.
5. Ability to communicate effectively both verbally and in writing.
6. Ability to maintain confidentiality.
7. Ability to establish effective working relationships with other departments, fellow employees, elected officials, financial institutions, and the public.
8. Ability to be a motivated self-starter who is able to handle multi-tasking with attention to detail and work effectively under stressful situations.
9. Knowledge of the professional principals, practices, laws, and procedures involved in the assessment, collection and recording of tax payments and other receipts.
10. Ability to maintain organized, detailed, and accurate financial records and reports.
11. Ability to deal with diverse situations and people.

**Other Information:**

1. A valid driver's license is required to use a township vehicle or a personal vehicle while on Township business.
2. All employees are to properly maintain and safely use Township property and equipment.

**General:**

The employee in this position will follow and uphold the rules and policies of Springfield Township. This position is under the direct supervision of the Treasurer. This position will receive guidance with respect to overall general duties but must be able to exercise independent discretion and judgment regarding practical problems. This position serves at the will of the Treasurer.

The statements contained within this job description describe this position currently and reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required and the scope of the position's responsibility. It should not be considered all-inclusive; it is not an employment contract. The Springfield Township Board reserves the right to modify non-statutory job duties of this position when and as it deems it necessary.

Approved by: \_\_\_\_\_  
Treasurer

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

Acknowledged by: \_\_\_\_\_  
Employee

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



**Title:** Treasurer's Assistant

Adopted October 14, 2021

**Status:** Non-Exempt

**Reports To:** Treasurer & Deputy Treasurer

**Hours:** Full-time 35 hours

**Compensation:** Salary

**Review:** Annually

**Job Summary:**

The employee in this position performs a variety of functions under the supervision of the Township Treasurer and/or the Deputy Treasurer. The work for this position involves maintaining and updating various accounts, collecting tax payments and other various payments, and performing the cash receipting process. Maintain cost recovery invoices and collections, reconcile dog license sales through PAWS system, and monthly mobile home tax.

**Essential Responsibilities:**

**1) Tax Collecting**

- a) Collect and record tax payments – cash, check, credit card.
- b) Generate payment/distribution reports to close batches and journalize tax payments/batches.
- c) Make remote bank deposits for tax collections
- d) Oversee updating of multiple parcels tax records preparation for summer and winter tax statements.
- e) Oversee and assist with reprinting and mailing of revised tax bills for name/address changes as needed per Board of Review and/or Assessor's changes.
- f) Prepare mortgage coded tax bill mailing.
- g) Updating mortgage code information in tax system.
- h) Assist in maintaining the tax system by entering special assessments.
- i) Generate letters to return checks for errors or duplicate payments.
- j) Reverse and process payments due to returned check in Deputy's absence.
- k) Retrieve and Reconcile G2G tax payments and transfers to Tax account.

**2) Accounting and Financial**

- a) Perform various Cash Receipting functions for all money received by the Township.
- b) **Fire**
  - Process all Cost Recovery payments.
  - Maintain Collections statements.
  - Verify and Process invoices to be paid.
  - Communicate with Star EMS and Merchants & Medical and review monthly billing reports.
- c) **Dog Licenses**
  - Monitor and reconcile G2G account for dog licenses and transfers to General fund and Trust and Agency accounts.

Process the sale of dog licenses for Oakland County Animal Control using PAWS software and maintain receipt file.

Cash Receipt including calculate and process Township commission and payments to Oakland County.

d) **Mobile Home Site Tax**

Monitor and track mobile home site taxes

Cash receipt monthly submittals and track individual mobile home park compliance, calculate Township, county, and state fees.

Ensure payments to Oakland County are completed.

e) **Accounts Payable & Cash Reconciliation**

Accounts Payable:

(1) Oversee and assist with bi-monthly AP functions including verify all invoice information, record check numbers on invoices, complete mailing, and maintain AP reports

(2) Perform month end bank reconciliation in General Ledger.

(3) Perform AP Stop Payments, Voids and Memos as needed.

(4) Follow up with various departments for outstanding checks

Assist Deputy with daily review and monitor bank funds of multiple savings and checking accounts.

(1) Assist with monitoring and reconciling employee flexible spending accounts.

(2) Monitor and reconcile credit card accounts for parks and rec programs in Deputy's absence

(3) Verify and receipt ACH funds received from the State of Michigan, FEMA, various agency grants, including completing online bank transfers to appropriate Township fund.

Prepare for paydays and set up fund transfers to AP and PR checking in Deputy's absence.

Key and journalize payday transfers for all funds, payroll, and accounts payable and confirm GL and bank balances agree in Deputy's absence.

Perform month end reconciliation of all funds and prepare preliminary Treasurer's Report in Deputy's absence.

Assist auditors during annual audits.

Record and maintain Civil Infractions file for Code Enforcement.

**Additional Responsibilities:**

1. Daily Set up & Closing – front counter, cash boxes, check drop box.
2. Daily balance cash boxes.
3. Perform counter and receptionist duties as needed.
4. Respond to phone calls and counter inquiries regarding taxes, special assessments, account status, billing and payment options, dog licenses.
5. Responsible for being familiar with all duties of the department and performing them as needed.

6. Compose a variety of memos, correspondence, reports, and proposals. Maintain and create spreadsheets. Assist in updating guidelines for day-to-day tasks.
7. Assist Assessing and other departments when possible.
8. Aid as needed and perform various other duties as assigned by the Township Treasurer consistent with the needs of the Treasurer's department.
9. Assist in setting up all computer excel forms and letters for new year.
10. Maintain an organized and clean work area at desk and department.
11. Year end document storage in file cabinets, short-term and long-term storage based on Treasurer retention schedule.
12. Annually set up files, binders, labels, and tabs.

**Physical Demands:**

The position requires regularly sitting, standing, and walking. The position requires regular mental and visual concentration, along with the capabilities to distinguish colors, compare and match items and the ability to view computer screens and printouts. This position requires on an occasional basis reaching, lifting, carrying and/or pulling of items with a weight range of up to 30 pounds. If lifting or carrying an object in excess of 30 pounds, a team lift approach is required. The ability to use fingering or manual dexterity to use a calculator, adding machine, mouse, and a computer keyboard is needed on a regular basis. In addition, fine motor skills to grasp items such as money is needed on a regular basis. This position requires on a regular basis the ability to speak at varying tonal levels and the ability to hear sounds such as speech and machines. Occasionally this position may require stooping, kneeling, or crouching down.

**Working Environment:**

Employee will work regularly in an office environment.

**Education & Training:**

1. High School education or equivalent.
2. A minimum of one year of experience in accounting, banking, and finance and/or education in applicable field.

**Knowledge, Skills & Abilities:**

1. Ability to deal with diverse situations and people.
2. Ability to operate multiple memory calculators, basic office equipment including computers, fax machine, copy machine, printers, postage machines, multi-line phones.
3. Knowledge of computers and experience using systems that run the Microsoft Windows software. Must have the ability to perform word processing, spreadsheet applications, database maintenance and computer programming.
4. Ability to learn and use specialized software such as BS&A tax, BS&A cash receipting, and general ledger, BS&A special assessments, G2G, and PAWS.



5. Ability to be a motivated self-starter who is able to handle multi-tasking with attention to detail and work effectively under stressful situations.
6. Ability to maintain confidentiality.
7. Ability to communicate effectively both verbally and in writing.
8. Ability to work effectively with other departments, fellow employees, and the public.

**Other Information:**

1. A valid driver's license is required to use a township vehicle or a personal vehicle while on Township business.
2. All employees are to properly maintain and safely use Township property and equipment.

**General:**

The employee in this position will follow and uphold the rules and policies of Springfield Township. This position is under the direct supervision of the Treasurer and/or Deputy Treasurer. This position will receive guidance with respect to overall general duties but must be able to exercise independent discretion and judgment regarding practical problems.

The statements contained within this job description describe this position currently and reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required and the scope of the position's responsibility. It should not be considered all-inclusive; it is not an employment contract. The Springfield Township Board reserves the right to modify job duties or the job description when it deems it necessary.

Approved by: \_\_\_\_\_  
Treasurer

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

Acknowledged by: \_\_\_\_\_  
Employee

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

**Title:** Treasurer's Assistant/Clerical Support

Adopted October 14, 2021

**Status:** Non-Exempt

**Reports To:** Treasurer

**Hours:** Full-time 35 hours

**Compensation:** Salary

**Review:** Annually

**Job Summary:**

The employee in this position performs a variety of functions under the supervision of the Township Treasurer. The work for this position involves maintaining and updating various accounts, collecting tax payments and other various payments, and performing the cash receipting process. Clerical Support performs routine and moderately complex office, clerical, and general support work, including typing, filing, and answering telephones as well as customer service and support activities. Assist other Departments as requested.

**Essential Responsibilities:**

**1) Tax Collecting**

- a) Collect and record tax payments – cash, check, credit card.
- b) Generate payment/distribution reports to close and journalize tax payments/batches.
- c) Assist in maintaining mortgage code information in BS&A.
- d) Assist in maintaining the tax system by entering special assessments.
- e) Generate letters to return checks for errors or duplicate payments.
- f) Reprint and mail revised tax bills for name/address changes as needed per Board of Review and/or Assessor's changes.
- g) Update multiple parcels owned by single owner-(993's) and prepare summer and winter tax bills for mail.
- h) Prepare mortgage coded tax bill mailing.

**2) Accounting and Financial**

- a) Perform various Cash Receipting functions for all money received by the Township.
- b) **Dog Licenses**  
Process the sale of dog licenses for Oakland County Animal Control using PAWS software and maintain receipt file.
- c) **Accounts Payable & Cash Reconciliation**  
Perform bi-monthly AP functions including verify all invoice information, record check numbers on invoices, complete mailing, and maintain AP reports.

**3) Front Counter**

- a) Monitor counter to assist residents/taxpayers to appropriate department.
- b) Receive various forms and assist residents with public access documents and additional requests.
- c) Maintain and keep information and materials current in lobby racks and counter.
- d) Monitor and maintain front counter cabinets, supplies and materials.
- e) Assist Clerk's department with mailing, receiving, and filing voter ballots as needed.

**Additional Responsibilities:**

- 1. Manage West Nile program through Oakland County.

2. Spring Clean Up Event, schedule, coordinate vendors and work with Property Manager on scheduling event.
3. Daily Set up & closing – front counter, cash boxes, check drop box.
4. Daily balance cash boxes.
5. Respond to phone calls, emails and counter inquiries regarding taxes, special assessments, account status, billing and payment options, dog licenses.
6. Responsible for being familiar with all duties of the department and performing them as needed.
7. Compose a variety of memos, correspondence, reports and proposals. Maintain and create spreadsheets. Assist in updating guidelines for day-to-day tasks.
8. Assist other departments whenever possible.
9. Aid as needed and perform various other duties as assigned by the Township Treasurer consistent with the needs of the Township.
10. Assist in setting up all computer excel forms and letters for new year.
11. Maintain an organized and clean work area at desk and department.
12. Maintain and update department calendar as needed.

**Physical Demands:**

The position requires regularly sitting, standing, and walking. The position requires regular mental and visual concentration, along with the capabilities to distinguish colors, compare and match items and the ability to view computer screens and printouts. This position requires on an occasional basis reaching, lifting, carrying and/or pulling of items with a weight range of up to 30 pounds. If lifting or carrying an object in excess of 30 pounds, a team lift approach is required. The ability to use fingering or manual dexterity to use a calculator, adding machine, mouse, and a computer keyboard is needed on a regular basis. In addition, fine motor skills to grasp items such as money is needed on a regular basis. This position requires on a regular basis the ability to speak at varying tonal levels and the ability to hear sounds such as speech and machines. Occasionally this position may require stooping, kneeling, or crouching down.

**Working Environment:**

Employee will work regularly in an office environment.

**Education & Training:**

1. High School education or equivalent.
2. A minimum of one year of experience in accounting, banking, and finance and/or education in applicable field.

**Knowledge, Skills & Abilities:**

1. Ability to deal with diverse situations and people.
2. Ability to operate multiple memory calculators, basic office equipment including computers, fax machine, copy machine, printers, postage machines, multi-line phones.
3. Knowledge of computers and experience using systems that run the Microsoft Windows software. Must have the ability to perform word processing, spreadsheet applications, database maintenance and computer programming.
4. Ability to learn and use specialized software such as BS&A tax, BS&A assessing, BS&A cash receipting, and general ledger, BS&A special assessments, G2G, and PAWS.
5. Ability to be a motivated self-starter who is able to handle multi-tasking with attention to detail and work effectively under stressful situations.



6. Ability to maintain confidentiality.
7. Ability to communicate effectively both verbally and in writing.
8. Ability to work effectively with other departments, fellow employees, and the public.

**Other Information:**

1. A valid driver's license is required to use a township vehicle or a personal vehicle while on Township business.
2. All employees are to properly maintain and safely use Township property and equipment.

**General:**

The employee in this position will follow and uphold the rules and policies of Springfield Township. This position is under the direct supervision of the Treasurer. This position will receive guidance with respect to overall general duties but must be able to exercise independent discretion and judgment regarding practical problems.

The statements contained within this job description describe this position currently and reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required and the scope of the position's responsibility. It should not be considered all-inclusive; it is not an employment contract. The Springfield Township Board reserves the right to modify job duties or the job description when it deems it necessary.

Approved by: \_\_\_\_\_  
Treasurer

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

Acknowledged by: \_\_\_\_\_  
Employee

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