

**TOWNSHIP BOARD
REGULAR MEETING
October 12th, 2023 | 7:30 P.M.**

SPRINGFIELD
CHARTER TOWNSHIP



INSTRUCTIONS FOR LIVE STREAMING

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

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

SPECIAL ACCOMMODATIONS

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

PUBLIC COMMENT

Public Comment is the time for audience members to comment on items not on the agenda. This is not a question-answer period. Please keep comments to no more than three minutes. Audience members will also be given the opportunity to comment on items that appear on the agenda after a motion is made and seconded, but before a vote is taken. Comments may be submitted in advance of the meeting to the Township Clerk at clerk@springfield-twp.us or 248-846-6510.

AGENDA

Call to Order

Pledge of Allegiance

Roll Call

Agenda Additions & Changes

Public Comment

Consent Agenda

- a) Approve Minutes: Regular Meeting of September 14th, 2023, September 27th 2023 Budget Workshop Minutes
- b) Accept the September 2023 Treasurer's Report
- c) Receive September 2023 Monthly Reports: Building, Electrical, Plumbing, Mechanical, Ordinance, Fire, Police, Comp Time, IT, and Natural Resources
- d) Authorize payment of bills: September Additional Disbursements totaling \$551,448.51 and October 2023 Bills List totaling **\$99,663.08**
- e) Set Budget Hearing for November 9th at 7:30 PM
- f) Appoint Mark Melletat and Dale Ermsler to the Big Lake Improvement Board for three-year Terms expiring in October 2026, Appoint Steven Felix to the Dixie Lake Improvement Board for a three-year term expiring in October 2026, Appoint Lawrence Ziehr to the Susin Lake Improvement Board for a three-year term expiring in October 2026
- g) Adopt Resolution 2023-17 to approve the of Dangerous Buildings Costs to Tax Roll for Parcel ID# 07-14-176-024 in the amount of \$13,327.79

OLD BUSINESS

1. August 2023 Board Meeting Payroll Concerns

NEW BUSINESS

1. Farmland and Open Space Preservation Program Agreement- 9750 Melissa Ln.
2. 2024 Flexible Spending Account – Approve Renewal and set limit
3. Renew Medical Plan and Set Employee Contribution Rates
4. Oakland County Early Voting Agreement
5. Proposed Amendments to Cost Recovery Ordinance
6. Audio/Visual System for Civic Center Conference Room

Public Comment

Adjourn

Minutes of
BOARD OF TRUSTEES
REGULAR MEETING
September 14, 2023

SPRINGFIELD
CHARTER TOWNSHIP

Sean R. Miller, Clerk



Call to Order: Supervisor Moreau called the September 14, 2023 Regular Meeting of the Springfield Township Board to order at 7:30 pm at the Springfield Township Civic Center.

Pledge of Allegiance

Roll Call:

Board Members Present

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

Board Members Not Present

Others Present

Greg Need	Township Attorney
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Agenda Additions & Changes: Clerk Miller proposed to add Early Voting Resolution to New Business 7).

Public Comment: None.

Consent Agenda:

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

- a) Approve minutes: Regular meeting of August 10th, 2023
- b) Accept the August 2023 Treasurers Report
- c) Receive August 2023 Monthly Reports: Building, Electrical, Plumbing, Mechanical, Ordinance, Fire, Police, Comp Time, IT, and Natural Resources
- d) Authorize payment of bills: July Additional Disbursements totaling \$407,071.63 and September 2023 Bills List totaling \$80,319.12

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- e) Reappoint Mark Yovich to the Construction/Fire Board of Appeals for a three-year Term ending October 1st, 2026
- f) Reappoint the Eliza Lake Board Members to serve 3-year terms from September 2023 to September 2026 as follows: Jamie Dubre, Bill Tekip, Alternate- Paul Rabaut
- g) Approve 2023 Clarkston Area Youth Assistance Sponsorship in the amount of \$3,500.00
- h) Authorize the Supervisor to execute the Municipal Credit and Community Credit Contract for FY 2024 to transfer SMART Credits of \$13,766.00 to Independence Township Senior Center to assist in Transportation of Springfield Residents.
- i) Receive Communications:
 - Memo from Parks Director Sarah Richmond regarding the Springfield Township Parks & Recreation master Plan 2024-2029
 - Letter form ISO Advising that Springfield Township Fire Department maintained its Public Classification of 3

New Business:

1. Civic Center Carports – Approve Bid & Budget

Supervisor Moreau began this discussion by stating that this has been on the agenda in the past and she is bringing it to the Board to let it go out for bids. The Township did receive quotes in 2021, but the parking lot paving project was delayed therefore the carport project was also delayed. She also stated the Township had difficulties finding companies that would take on this small of a project. Jerry David, the Township's facilities manager, contacted 3 companies who were able to provide bids. The recommendation is to go with the lowest bidder Ross and Bar Inc., located out of Warren MI. Supervisor Moreau stated that she spoke with Lieutenant Baldes from the sheriff substation to make sure these carports were suitable for the size of the Sheriff's vehicles.

Trustee Hopper agreed that the flattop style carport makes more sense. He questioned what color the carports come in.

Supervisor Moreau said that they will be able to select from their standard colors. She also stated that the bid from Ross and Bar is not much higher than the quote they received before. She continued by saying that this will provide 14 spaces: 7 for substation vehicles and 7 for Township vehicles.

Trustee Hopper moved to authorize the Facilities Manager to award Ross and Bar Inc the bid to fabricate and install Flat Top Style Carports for the Civic Center Lower Parking Lot cost not to exceed \$36,000.00 with up to \$18,000.00 to General Fund and \$18,000.00 charged to the Police Fund; color to be selected by the Supervisor. Supported by Trustee Pliska. Vote on the motion.

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Yes: Dubre, Hopper, Miller, Moreau, Pliska, Vallad, and Whitley; No: none; Absent: none. The motion carried by a 7 to 0 vote.

Supervisor Moreau added that under the Township's procurement policy, multiple written quotes were required along with the Board's authorization.

2. Civic Center Standby Generator – Approve Plans and Authorize going out for bids

Supervisor Moreau stated that this is another item that has been discussed by the Board since 2021. She stated that the timing is appropriate considering the amount of power outages that have occurred recently, some of which required a full closure of the Civic Center. Each time this happens there is significant impact to operations. Supervisor Moreau continued by saying that the impact this would have on a significant day, like election day, would be dire since the Civic Center is the main Hub for elections and home to two polling locations. She added that the most recent power outages also affected the Sheriff Substation. Lanterns and flashlights had to be used and the officers had to utilize the Independence substation to be able to write their reports. Supervisor Moreau stated that the Civic Center is a home base for the Township's Disaster Recovery Plan. Therefore, the need to operate would be crucial. She continued by saying that this needs to be a place where residents can come and utilize the Civic Center to warm or cool down and get supplies. Due to inflation, the price has increased since the initial quote was given to the Board and due to supply chain issues, the project has been delayed even further. She continued by saying that the Township proceeded to move forward with project Consultant Engineer AEW, who provided the Township with a proposed location for the generator and design. In the process of determining the correct location, it was discovered that the underground storage tank for the fire suppression system was located where the generator was to be placed, even though it was expressed by the Facilities Manager that the tank was placed elsewhere. Therefore, ground penetrating RADAR was used to find the exact location of the underground tank and it was discovered to be located where the Facilities Manager thought. With the design complete, the project is ready to move forward for bid. The engineers' estimate of cost was provided to the Board for a 250kW generator, automated transfer switch, concrete pad, and all required mechanical, electrical, and plumbing. The estimate is projected at \$598,000 including a 10% contingency. The intent would be to allow this to go out for bid next week and have bids back by October 26th to be able to bring back to the Board a recommendation for the November meeting. Supervisor Moreau continued by saying that there is still a 12-month lead time for this project, so they are looking at fall/winter 2024 for this project to be fully completed. She reminded the Board that the intent is to split the cost of this project between \$120,000 in ARPA Funds, the Police Fund, and no more than \$240,000 from the General Fund, but this will be discussed further once bids are received.

Clerk Miller asked if the underground storage tank was to the north of the pump house/dumpster enclosure and wondered if that meant that the current water suppression generator is sitting on top of it.

Supervisor Moreau answered yes, but it extends past that, further to the North.

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Trustee Whitley expressed that they have always known that it has sat on top of the tank, but they were unsure of the orientation of the tank, whether it was East/West or North/South. The drawings showed it as being East/West, which meant it interfered with the preferred spot, but upon further investigation it is confirmed to be North/South.

Supervisor Moreau stated that the problem with it being located to the West is that the ground is not level in that area.

Treasurer Dubre stated that it is imperative that we make this a priority as it impacts operations negatively in many ways.

Trustee Pliska agreed.

Trustee Whitley added that the first number the Board received was for a generator not a full system, so it should not be a surprise that the cost increased, as the machinery accounts for 25-40% of the cost. He also reminded the Board that they are not approving the cost from AEW right now, they are just approving the plans to allow this to go out for bids.

Supervisor Moreau thanked Trustee Whitley and stated that he has been a big part of this whole project.

Treasurer Dubre moved to authorize the Supervisor to go out for bids for the Civic Center Generator as outlined in the September 7, 2023, memo. Supported by Trustee Whitley. Vote on the motion. Yes: Dubre, Hopper, Miller, Moreau, Pliska, Vallad, and Whitley; No: none; Absent: none. The motion carried by a 7 to 0 vote.

3. Fire Department Radio Purchase

Captain Hart led this discussion by stating that Oakland County has been implementing a new radio system. As of January 8th, the Fire Department will be switching to the new Michigan Public Safety Communication System. Captain Hart is requesting the purchase of 9 radios at a cost of \$8,200.00 each. He stated to the Board that Oakland County will not allow the purchase of any other type of radio.

Supervisor Moreau wanted to clarify that there will be radios for every vehicle and one for each of the officers.

Captain Hart said that every officer will have one, but they are hoping to put two in each truck.

Supervisor Moreau asked if the officers always have the radios on them and if the command vehicle has one as well.

Captain Hart answered yes.

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Trustee Whitley asked if there is a certain brand or manufacturer that is stipulated.

Captain Hart said Oakland County has a contract with Motorola and they will not allow them to choose a different manufacturer. He also stated that Oakland County Sheriff's just switched to this system last week as well.

Treasurer Dubre moved to authorize the purchase of 9 Motorola Radios as outlined in the Fire Captains September 8th, 2023, memo at a cost not to exceed \$74,000.00 to be paid from Fire Capital Outlay. Supported by Clerk Miller. Vote on the motion. Yes: Dubre, Hopper, Miller, Moreau, Pliska, Vallad, and Whitley. No: none; Absent: none. The motion carried by a 7 to 0 vote.

4. Fire Department – Approve Sale of two Engines

Captain Hart also led this discussion by stating that on Monday he will be doing the final inspection on the Fire Department's new Sutphen trucks. With the purchase of these new trucks Captain Hart said it is time to sell the older 2002 American LaFrance engines, as discussed by the Board 2 ½ years ago. He stated that with authorization from the Board he would like to start advertising and getting the word out for the sale of these engines. Captain Hart continued by saying that based off research he is hoping to get \$100,000 to \$110,000 for the sale of both trucks. He said he would like to advertise by word of mouth and social media first and if there is no interest after one month then he will purchase an ad space in Fire Trader.

Trustee Vallad asked how many miles are on the old trucks.

Captain Hart answered that one is over 90,000 miles and the other is 68,000 miles.

Treasurer Dubre moved to authorize the sale of two 2002 American LaFrance engines for a minimum total of between \$100,000 and \$110,000. Supported by Trustee Hopper. Vote on the motion. Yes: Dubre, Hopper, Miller, Moreau, Pliska, Vallad, and Whitley. No: none; Absent: none. The motion carried by a 7 to 0 vote.

5. Budget Amendments – 2023 Fire Fund

Chief Feichtner made an announcement that The Fire Department was reassessed by ISO, maintaining their Public Classification of 3. He also mentioned that last week the Fire Department had applied for a \$10,000 Grant for PPE gear and they were just notified that they received that.

Supervisor Moreau led this discussion by stating that this was talked about last month, as there was an ambulance that had to be addressed along with some other clean up items in the budget.

Treasurer Dubre stated that she added to the Capital Outlay Fire Fund Expenditures, instead of increasing it from \$170,000 to \$238,000, she is requesting that they increase \$200,000 to \$268,000. With a new Total Expenditures increase of \$164,000 with a new total of \$2,844,000.00.

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Supervisor Moreau asked if this was in the contingency.

Treasurer Dubre answered yes.

Supervisor Moreau asked Captain Hart what the changes in Expenditures were needed for.

Captain Hart answered that there were modifications needed for the trucks.

Treasurer Dubre moved to authorize the Fire Fund Budget Amendments for 2023 for Revenues as follows: Miscellaneous Revenue Cost Center increase \$292,000 as outlined in the Supervisor's September 7th, 2023, memo from \$518,700 to \$810,700. Total Revenue increase \$292,000 from \$2,717,400 to \$3,009,400. Expenditures: Station 1 cost center increase \$4,000 from \$17,000 to \$21,000. Personnel cost center decrease \$40,000 from \$1,681,300 to \$1,641,300. Purchase of Land/Equipment cost center increase \$200,000 from \$105,100 to \$305,100. Total Expenditures increase \$164,000 from \$2,680,00 to \$2,844,000. Supported by Trustee Whitley. Vote on the motion. Yes: Dubre, Miller, Moreau, Pliska, Vallad, and Whitley. No: none; Absent: none. The motion carried by a 7 to 0 vote.

6. Special Event Road Closure – Davisburg Oktoberfest

Supervisor Moreau began this discussion by stating that she has been working with Trustee Pliska and Parks and Recreation Director Sarah Richmond, along with businesses and property owners in Downtown Davisburg to plan this special event during the road closure for the Dam Project. Many of the businesses and property owners have really stepped up to help to plan this event, including the owners of Simply Rescued and David and Connie Rooney, who will support and host the beer tent on their property with the Knights of Columbus running the tent. This event will take place on Sunday, October 22nd. There will be multiple vendors, a Bavarian style food truck, beer tent, and wine tasting. The beer tent will run from noon to 6pm, with vendors possibly opening before that. Supervisor Moreau continued by saying that the road will be closed for the dam project, but the Board needs to authorize the road closure from Andersonville/Eaton to 586 Broadway.

Clerk Miller moved to adopt Resolution 2023-15 authorizing the Supervisor to make application for a road closure under permit # 61947 to the Road Commission for Oakland County. Supported by Trustee Vallad. Vote on the motion. Yes: Dubre, Hopper, Miller, Moreau, Pliska, Vallad, and Whitley. No: none; Absent: none. The motion carried by a 7 to 0 vote.

7. Resolution

Clerk Miller led this discussion by stating that Proposal 2022-2 was passed last year and is the most significant change to how elections are run in Michigan since 1953. The biggest change being the constitutional right to 9 days of early voting for every statewide and federal election. The legislation that implements prop 2 encourages municipalities to partner with their county to administer the early voting. This does not give up the administration to the county, rather the Township will be partnering with them. Clerk Miller continued by saying that local Clerks will still be the site

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supervisors at the early voting sites. The county proposed an early voting region with Springfield Township, Rose Township, and Holly Township, with the early voting site proposed to be at the Springfield Oaks activity center. Clerk Miller continued by saying Oakland County is requesting that the Township adopt a Resolution confirming the Township will hold early voting for all elections including school elections.

Trustee Whitley asked if this is adopting early voting in perpetuity.

Clerk Miller answered that the draft agreement allows the Township to get out of early voting if it's not working out, but this resolution confirms that Springfield Township will hold early voting for all elections.

Trustee Hopper moved to adopt Resolution 2023-16 as presented. Supported by Trustee Vallad. Vote on the motion. Yes: Dubre, Hopper, Miller, Moreau, Pliska, Vallad, and Whitley; No: none; Absent: none. The motion carried by a 7 to 0 vote.

PUBLIC COMMENT: Supervisor Moreau mentioned the Margaret Tippen Memorial Walk for Pedestrian Safety on September 30th at 10:00am. There is more information on the Township's website and flyers are available at the Civic Center.

Treasurer Dubre mentioned that it is the last day of taxes. She thanked her staff and the Township staff for all their hard work during such a busy week.

Adjournment:

Hearing no other business, Supervisor Moreau adjourned the meeting at 8:32 pm.

Laura Moreau, Supervisor

Sean R. Miller, Clerk



Call to Order: Supervisor Moreau called the September 27, 2023, Budget Workshop Meeting to order at 6:00 p.m. at the Springfield Township Civic Center, 12000 Davisburg Rd, Davisburg, MI 48350.

Board Members Present

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

Others Present

Sarah Richmond	Parks and Recreation Director
Lt. Matt Baldes	OCSO Substation Commander
Chief Dave Feichtner	Fire Chief
Roger Bower	Park Commissioner
Jerry David	Facilities Manager

PARKS AND RECREATION

Parks and Recreation Director Sarah Richmond presented the 2024 budget and explained several items in the department's revised budget. The Park Commission is anticipating the use of \$58,150 of Prior Year Funds. With a prior year balance of \$428,273.80, they are planning to utilize \$200,000 of that this year for improvements to the Hartman property, Shultz Park building, a new fridge and freezer and renovations to Hart Community Center. \$33,000 is budgeted for other projects and purchases. The Parks and Recreation Department is also putting away money to cover grant matching funds because most of the grants they go for are DNR grants that ask for a 25% match. They are expecting to hear about whether or not they were awarded the Mill Pond SPARK grant in the middle of October.

Supervisor Moreau asked if the Parks Commission discussed their comfort level with their reserve funds.

Director Richmond answered that they have talked it over with Ken Palka and \$200,000 is what they are comfortable keeping in unallocated funds. They are reserving funds for various Mill Pond projects and any unexpected costs. They also are aware their infrastructure is getting old and are anticipating those repairs and maintenance costs. Director Richmond also stated that the Park Commission is respectfully requesting that the General Fund cover the Parks share of Civic Center expenses. The budget reflects a transfer in from the General Fund of \$6,200 for Civic Center Allocation expenses. Director Richmond stated that they are in the process of applying for 2024 Grants for Pathway engineering for



the pathways between Rotary Park and Mill Pond Park. Under the Supplies and Equipment under \$10,000 Cost Center they are budgeting for new computers and monitors, mile markers for the Hartman Property, athletic meal for all 6 baseball fields, safety and small equipment replacement, and the Hartman limestone pathway, which will be a split cost with the Township. Under Administration Personnel Cost Center they included a 5% wage increase and 15% increase for health insurance. The Consultant/Contractor Cost Center did increase slightly, as they need to purchase new recreation software. For Capital Outlay they are budgeting for the engineering expenses for the pathway to connect Rotary Park to Mill Pond Park and anticipate resealing Mill Pond Park parking lot. The Tax Tribunal refunds are budgeted at \$500.

STEWARDSHIP ENDOWMENT FUND

Supervisor Moreau noted that there are no 2024 projects funded out of here.

FIRE FUND

Treasurer Dubre stated that this is the first year they will be transferring money out of Fire Equipment Replacement and Fire Vehicle Replacement into Unallocated Fire. There is a \$10,700 difference between the revenue and expenditures, but the fund balance has significantly increased. She stated that there will be \$154,400 coming out for Equipment Replacement and \$236,500 coming out from Vehicle Replacement into the unallocated Fire . There will be a total of \$690,000 in Capital Outlay expenses.

Supervisor Moreau stated that this is money that has been put away for specific purchases.

Treasurer Dubre added that the Fire Department's portion of state shared revenue is \$167,000.

Chief Feichtner stated that the apparatus plan and equipment plan is on schedule along with billables from ALS. This was originally budgeted at \$250,000 but now is proposed to be closer to \$400,000. He also added that the Fire Department is up by 11% on calls this year.

Supervisor Moreau stated that they bumped up the Transport Revenue to reflect that. She also stated that they had lower than anticipated paid call wages in 2023, therefore have a better estimate for 2024.

Chief Feichtner explained that the other big expense coming out of Capital Outlay is the air packs, which are due to be replaced next year and cost between \$250,000-\$260,000. He stated that they are applying for a grant that would allow them to pay only 10% of that cost.



POLICE FUND

Supervisor Moreau stated that there are two voted millages for the Police Fund at 2.8568 mills. 2024 will be the last year in the Township's current agreement. The current agreement is around 1.9 million for 2024 and is anticipated to increase by 10% in 2025 with annual increases after that.

Lt. Baldes noted that the County received a grant to put School Resource Officers in the four technical schools, one of which is in Springfield Township. The details and logistics of that are still being worked out.

Treasurer Dubre stated that the Tax Tribunal should be quoted at \$1,000, as it is not included in the report.

Supervisor Moreau continued by saying that the Civic Center Facility Share gets charged to the Building Department, Library, and Cable Fund and includes mowing, snow removal, heat, utilities, and usage. Support services are used for administrative support. She added that the standby generator is a shared expense, along with the carport expense. \$140,000 is allocated out of ARPA funds and the balance is being split between the General Fund and the Police Fund, with the General Fund taking on most of the expense. The carport expense is budgeted at \$18,000 and is split between the Police Fund and General Fund and is a 50/50 split. Even with some capital expenditures, revenues will be higher than expenditures. The Police Fund balance is at \$2.3 million. The idea is to maintain a fund balance such that at least a year of operations can be funded.

GENERAL FUND

Supervisor Moreau stated that the proposed tax collection is \$785,000 and most of the revenue comes from sales tax which is proposed at \$1,430,000. The only grant that is planned is the Midwest Glacial Lakes Partnership Grant, which is proposed at \$40,000. The total charge for services are interfund charges and are proposed at \$125,500. The Civic Center charge for services is proposed at \$64,800 with \$1,500 per month being charged to the Building Department, \$900 per month to Cable fund, and \$3,000 per month charged to the Police Fund.

Supervisor Moreau added that she has 3 staff members that she wants to increase their rate of pay by more than 3%. She continued by saying that her staff members are invaluable and work very hard every day. She explained the 3 positions and all of their job



responsibilities and stated that she based the proposed salaries off other municipalities' positions and competitive pay.

Clerk Miller stated that there are 3 elections next year and the biggest expense will be election inspector's salaries and postage. Postage has been budgeted at \$17,000 and that will include early voting information postcards and AV ballots. The return postage for AV apps and AV ballots will be paid through the state. He added that by partnering with the county for early voting this will save the Township around \$40-\$50,000. He continued by saying that the presidential primary is reimbursed, and that is budgeted at \$20,000 for reimbursement costs. Clerk Miller also stated he is proposing a 3% pay increase salary for Clerk's Department staff, except for the Deputy Clerk, which he is proposing to continue the salary match with the Deputy Treasurer. He stated that he is budgeting \$5,000 for conferences due to all the election changes, he anticipates there will be a lot more training involved.

Supervisor Moreau is proposing a 3% pay increase for the Board of Review.

Treasurer Dubre is also proposing a 3% pay increase for Treasury staff. With the Part-time Treasury clerk being split 50/50 with the Building Department, and 3% plus 6% for the Deputy Treasurer.

Supervisor Moreau also stated that Anna Pliska's annual salary will be brought up to \$60,000.

Jerry David stated that there are no new projects coming out of the Building and Grounds fund.

Clerk Miller stated that mowing is the biggest expense coming out of the Cemetery fund and he doesn't anticipate any new expenses.

Supervisor Moreau stated that there are no new expenses coming out of the website. I.T services expenses are Corvid security systems and CGCIO continuing education, for the Township's IT Manager. A contingency is also being added to replace 8-9 ageing computers and will be a priority next year.

Clerk Miller stated that payroll/HR services will remain the same budget through Paylocity.

Supervisor Moreau stated that out of General Services hospitalization costs are increasing by 5-10%. The Township has not received the new renewals yet, but they are planning for a 10% increase. They are also budgeting to replace the postage meter for around \$3,500. Civic Center operations projects would include the limestone pathway and path extension



that is being split with the Parks and Recreation Department. She continued by saying that the Planning Commission and Trustees are budgeted at a 3% pay increase. In the Ordinance Department, the new subscription plan is being budgeted. Public Works proposed project is a maintenance paving project at Bigelow and Rattalee Lake road and a pathway connection from the Civic Center to Mill Pond Park. The connection from Downtown Davisburg to Mill Pond Park was to be funded through a Grant, but Supervisor Moreau stated that she isn't certain the grant will work out, so she is adding that into the budget. The Stewardship Center is budgeting for 1 crew member @ 24 weeks and 1 @ 12 weeks, for a proposed budget of \$24,000, along with the general invasive species treatments, burns, and forestry mowing that is proposed at \$30,000. The offsetting expense would be from the Midwest Glacial Lakes Partnership Grant for \$85,000. Proposed projects coming out of Capital Outlay are the standby generator and the carport expense budgeted at \$240,000. The maintenance building lower-level parking lot paving project is budgeted at \$250,000 for 2025, but no quotes have been received on that project as of now.

Jerry David stated that the Board should keep in mind for a 5-year budget that they may need to budget for new rooftop units on the Civic Center, but no estimate has been received.

Treasurer Dubre mentioned that the Transfer Out budget should be changed to \$52,000 in 2024 and \$52,500 in 2025.

ARPA FUND

Supervisor Moreau stated that there are 2 planned projects coming out of ARPA funds which is the standby generator and the high-capacity fire suppression well for Downtown Davisburg and that is budgeted at \$35,000.

OTHER TOWNSHIP FUNDS

Supervisor Moreau presented the following Township Funds:

209 – Cemetery Fund – No expenses proposed.

213 – Endowment Fund – Preservation funds held by the Township.

220 – Lake Improvement Fund – These budgets are not controlled by the Township.

221 – Softwater Lake Improvement Fund – No expenses proposed.

246 – Cable TV Fund – The footnotes explain expenditures.

249 – Building Department Fund – contractor filing fees are down and proposed at \$6,000.

380 – Fire Capital Improvement Debt Fund – Interest and Dividends proposed at \$100.00 Transfer in at \$331,000. Misc \$500.00. Debt Service Principal at \$305,000. Debt Service interest is at \$25,100.



390 – Capital Improvement Debt Fund – Interest and Dividends is at \$100.00. Transfer In from General Fund is at \$52,000. Transfer In from Fire Fund is \$68,700. And Debt Service Principal is \$115,000 and Interest is at \$5,300.

805 – Softwater Lake – Debt service fund for sewer which ends in 2026.

806 – Improvement Revolving Fund – Sherwood/Patrick assessment.

OTHER ITEMS AS UNANIMOUSLY AGREED - None

PUBLIC COMMENT – None

ADJOURNMENT:

Supervisor Moreau adjourned the meeting at 8:21 p.m.

Laura Moreau, Supervisor

Sean R. Miller, Clerk

Charter Township of Springfield

Treasurer's Report September 30, 2023

	SAVINGS	CHECK ACCTS	MM & CD Totals	MBIA	COMERICA	CHASE CONNECT	CHASE CD	OXMM	HUNTINGTON BANK	STATE BANK	FIFTH THIRD BANK	FLAGSTAR	WATERFORD N.A.	PERSHING		
Building	35,762.79		116,291.88					32,065.64						84,226.24	152,054.67	598,173.48 Library Total
Library	38,137.16		232,450.56			150,059.09		82,391.47							270,587.72	
LIBRARY RESERVE			327,585.76					97,411.69				34,393.88		195,780.19	327,585.76	
FIRE DEBT			14,596.50					509.66				14,086.84			14,596.50	
CAPITAL IMPRV PROGRAM DEBT			7,749.33					1,013.72				6,735.61			7,749.33	
ARPA			1,005,903.03					1,005,903.03							1,005,903.03	
Trust & Agency (GEN)	173,437.20		46,599.46					4,046.80				18,465.81	24,086.85		220,036.66	
AUTUMN SHORE SEPTIC			78,935.85									78,935.85			78,935.85	
FOUNTAIN HILLS SEPTIC			60,004.63									60,004.63			60,004.63	
STONEGATE SEPTIC			59,747.52									59,747.52			59,747.52	
KINGSTON POINTE SEPTIC	16,200.00		46,955.17									46,955.17			63,155.17	218,405.75 Improvement Revolving Total
HILLS OF KINGSTON SEPTIC			105,307.24									105,307.24			105,307.24	
SUNSET BLUFFS SEPTIC	20,000.00		15,920.83									15,920.83			35,920.83	
FOUNTAIN VILLAGE SEPTIC	36,000.00		32,067.76									32,067.76			68,067.76	
T&A TOTAL	245,637.20		445,538.46	0.00	0.00	0.00	0.00	4,046.80	0.00	0.00	0.00	417,404.81	24,086.85	0.00	691,175.66	
FSA		11,708.65	0.00												11,708.65	
TAX	273,975.84		0.00												273,975.84	
Softwater Sewer	31,003.79		121,377.60					8,090.42		10,212.47	103,074.71				152,381.39	
G2G	0.00	0.00	0.00												0.00	
Improvement Revolving	76,217.48		136,189.11					32,163.18				104,025.93			212,406.59	
Sherwood Patrick	5,999.16		0.00												5,999.16	
Totals	2,163,111.63	11,808.65	13,095,724.55	324,196.92	261,964.06	1,100,433.34	498,118.10	2,783,826.62	410,105.62	243,880.82	611,977.78	3,438,724.54	597,510.96	2,824,985.79	15,270,644.83	
	SAVINGS	CHECK ACCTS	MM & CD Totals	MBIA	COMERICA	CHASE CONNECT	CHASE CD	OXMM	HUNTINGTON BANK	STATE BANK	FIFTH THIRD	FLAGSTAR	WATERFORD N.A.	PERSHING		

Charter Township of Springfield

Treasurer's Report September 30, 2023

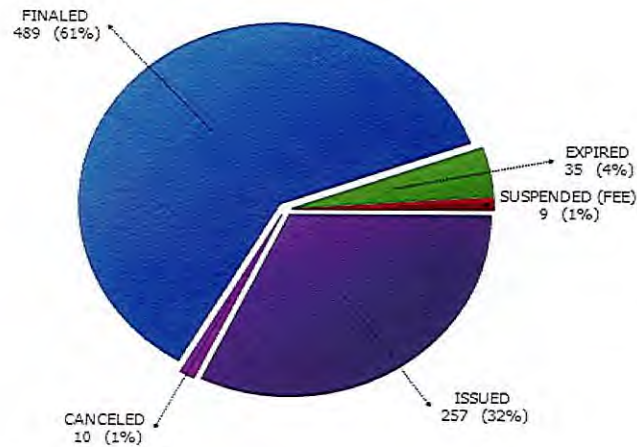
	SAVINGS	CHECK ACCTS	MM & CD Totals	MBIA	COMERICA	CHASE CONNECT	CHASE CD	OXMM	HUNTINGTON BANK	STATE BANK	FIFTH THIRD BANK	FLAGSTAR	WATERFORD N.A.	PERSHING		
GENERAL	525,234.91	100.00	1,227,486.74	183,333.57	57,605.49		98,545.99	251,853.94	28,221.44	72,607.24	285,527.96	80,932.60	25,421.94	143,436.57	1,752,821.65	4,046,661.64 General Total
CC CAP	239,155.73		272,807.38				107,368.50						24,442.22	140,996.66	511,963.11	
ROAD			538,680.28	5,749.46			30,348.79			91,854.61	27,294.58		305,768.37	77,664.47	538,680.28	
PATHWAYS			267,807.42		66,340.89		98,634.27					41,880.01		60,952.25	267,807.42	
MILL POND DAM			314,355.21	56,271.15								155,943.53		102,140.53	314,355.21	
EMERGENCY RESERVE			661,033.97			100,039.40		65,051.32				129,000.77		366,942.48	661,033.97	
FIRE	48,393.67		1,144,380.85		32,200.47		18,593.68	209,179.15		3,970.14	45,910.77	725,536.06	39,867.52	69,123.06	1,192,774.52	2,164,104.76 Fire Total
BUILDING			81,332.53				28,025.39	5,984.63			20,399.11	10,497.66	16,425.74		81,332.53	
Equipment Replacement			470,547.98		102,789.51			65,156.42	11,197.76			90,272.19	68,584.74	132,547.36	470,547.98	
Vehicle Replacement			419,449.73			100,039.39		242,613.21						76,797.13	419,449.73	
Police	15,511.76		3,202,129.97		3,027.70	500,196.97	60,342.39	51,335.45	370,686.42	65,236.36	22,642.44	1,172,880.21	29,137.35	926,644.68	3,217,641.73	1,090,949.52 P&R Total
Cemetery	23,618.32		98,095.10					67,502.99					23,736.05	6,856.06	121,713.42	
Parks	37,649.07		911,766.74	78,842.74		250,098.49		100,957.71				296,712.55	13,264.87	171,890.38	949,415.81	
PARKS CARD SERVICES	141,533.71		0.00												141,533.71	
Stewardship	9,103.01		185,280.78					185,280.78							194,383.79	
Endowment			99,841.22					99,841.22							99,841.22	
Softwater Lk	21,396.60		5,152.85								5,152.85				26,549.45	
Big Lk	109,728.25		12,324.30					12,324.30							122,052.55	
Dixie Lk	56,822.83		0.00												56,822.83	
Susin Lk	52,959.76		7,659.92					7,659.92							60,619.68	
Waum Weed	41,958.42		54,880.98					54,880.98							96,839.40	
Eiza Lake	17,071.81		0.00												17,071.81	
Lake Totals	278,541.07	0.00	74,865.20	0.00	0.00	0.00	0.00	74,865.20	0.00	0.00	0.00	0.00	0.00	0.00	353,406.27	
Cable	116,240.36		713,028.37			0.00	56,259.09	100,608.99			101,975.36	158,421.89	26,775.31	268,987.73	829,268.73	

2023 Building Department Totals

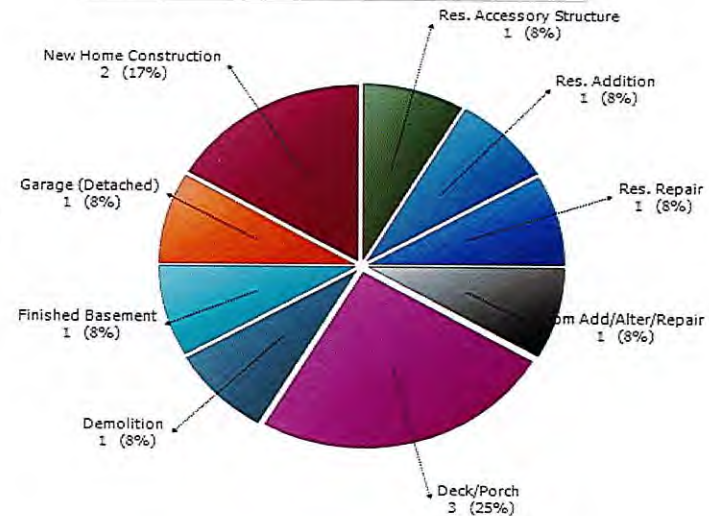
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
Permits Issued													
Building	19	8	16	14	18	15	13	10	12				125
Electrical	26	19	21	19	19	15	20	19	20				178
Mechanical	38	24	15	10	8	12	12	23	17				159
Plumbing	19	6	7	4	2	4	5	5	9				61
Total	102	57	59	47	47	46	50	57	58				523

Permit Fees Collected													
Plan Review	\$4,470	\$814	\$3,154	\$725	\$1,075	\$900	\$900	\$1,375	\$920				\$14,333
Building	\$13,199	\$4,464	\$9,750	\$2,893	\$19,067	\$3,125	\$5,160	\$5,145	\$7,498				\$70,301
Electrical	\$4,180	\$1,556	\$1,603	\$3,091	\$2,539	\$2,546	\$2,813	\$2,834	\$3,685				\$24,847
Mechanical	\$3,480	\$3,550	\$1,385	\$1,600	\$1,380	\$2,450	\$2,500	\$3,470	\$3,400				\$23,215
Plumbing	\$3,857	\$1,020	\$670	\$699	\$398	\$1,043	\$373	\$798	\$1,334				\$10,192
Registration	\$780	\$325	\$475	\$415	\$210	\$345	\$225	\$300	\$240				\$3,315
Total	\$29,966	\$11,729	\$17,037	\$9,423	\$24,669	\$10,409	\$11,971	\$13,922	\$17,077				\$146,203

Permit Status
(issued within the last 365 days)



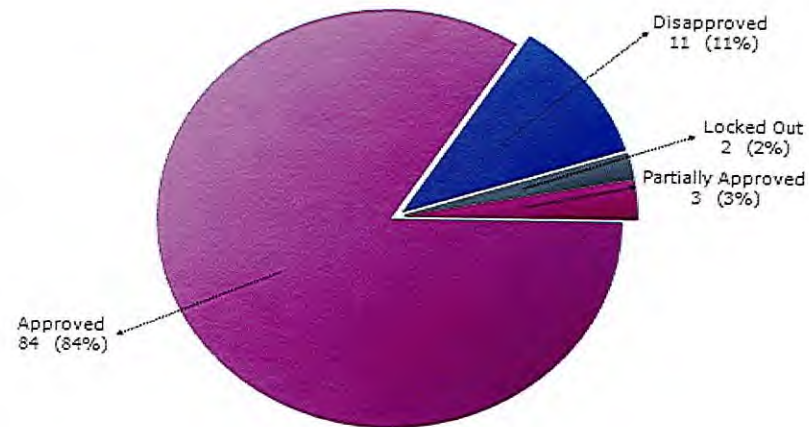
Building Permit Categories
(issued in September)



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
Inspections Completed													
Building	78	37	44	36	51	59	35	48	25				413
Electrical	50	36	29	35	38	33	33	31	37				322
Mechanical	32	32	19	27	21	24	30	26	25				236
Plumbing	31	20	17	14	15	15	11	10	13				146
Total	191	125	109	112	125	131	109	115	100				1117
Reinspections	13		6	11	7	9	7	5	9				67

Inspector Pay Out											
Building	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$360	\$0		\$360
Electrical	\$2,702	\$1,836	\$1,170	\$1,460	\$1,964	\$2,078	\$1,683	\$1,720	\$2,323		\$16,935
Mechanical	\$1,550	\$1,653	\$938	\$1,573	\$1,198	\$1,463	\$1,935	\$1,790	\$1,320		\$13,419
Plumbing	\$1,455	\$960	\$615	\$839	\$882	\$937	\$604	\$565	\$704		\$7,560
Total	\$5,706	\$4,449	\$2,723	\$3,871	\$4,044	\$4,478	\$4,222	\$4,435	\$4,347		\$38,275

Inspection Results
Completed in (September)



SPRINGFIELD

CHARTER TOWNSHIP



CHARTER TOWNSHIP OF SPRINGFIELD

CODE ENFORCEMENT REPORT

9/01/2023---9/30/2023

LETTERS POSTED/MAILED: 1

SIGNS REMOVED: 21

CASES RESOLVED: 4

DAYS WORKED: 11

HOURS WORKED: 67 ½

CODE ENFORCEMENT OFFICER: RAY L'ESPERANCE

[<- Totals](#)

Ordinance Report 9-1-23 to 9-30-23 L'Esperance

Number	Category	Complaint	Opened	Closed	Address	Parcel Number	Status
EN230036	BLIGHT	6/1/23 FOP AN OLD COUCH AND OTHER DEBRIS ON DRIVEWAY . I SPOKE W/TENANTS SON AT THE RES. HE STATED HE WILL REMOVE LATER THIS DATE. 6/6/23 COMP. REC. THROUGH SUP. OFFICE. 6/6/23 PROP. INSP. CONDUCTED FINDING AN ADDITIONAL WASHING MACHINE AND PEDAL BOAT IN THE DRIVEWAY. THE COUCH AND DEBRIS WERE NOT REMOVED AS PROMISED. I SPOKE W/THE TENANT HEATHER WHO ADVISED SHE WILL RESOLVE THE ABOVE ISSUES AS WELL AS WEEDS IN EXCESS OF 8 INCHES. 6/7/23 COUCH AND SOME DEBRIS REMOVED. 6/21/23 PEDAL BOAT AND WASHING MACHINE REMOVED. 7/13/23 PROP. INSP. FINDING 2 COOLERS, A CHILD SEAT, PUSH BROOM, SPARE TIRE AND A MIRROR BETWEEN A BACKED IN VEH AND THE GARAGE. NO ANSWER AT DOOR OR PHONE BY VOICE OR TEXT. 7/13/23 LETTER B MAILED TO THE ORMOND ADDRESS AND THE OWNERS ADDRESS IN CLARKSTON. 7/18/23 FRONT GRASS PERIMETER PARTIALLY CUT W/UNMANNED PUSH LAWN MOER STATIONARY IN THE FRONT YARD. 7/25/23 THE FENCED IN REAR YARD HAS BEEN CUT. THE FRONT YARD STILL NEEDS TO BE FINISHED. 8/16/23 VOICEMAIL LEFT W/OWNER. 8/18/23 RETURN CALL REC. F/OWNER STATING HE WILL RESOLVE SITUATION THIS WEEKEND. 9/5/23 CONF. SITUATION RESOLVED.	06/01/2023	09/12/2023	7840 ORMOND RD	U -07-18-426-016	CLOSED
EN230038	COMPLAINT	6/6/23 COMP. REC. REF. GOATS AND CHICKENS FREE RANGING ONTO NEIGHORS PROPERTY. PROP. INSP. CONDUCTED ON SAME DATE FINDING 2 DWARF NIGERIAN GOATS IN A PEN AND 10 CHICKENS IN A SEPERATE PEN WITH A CHICKEN COOP. I SPOKE W/OWNER WHO ADMITTED THAT THEY OCCASIONALLY ALLOW THE ANIMALS TO FREE ROAM. OWNER ADVISED THAT THEY HAVE CONTRACTED TO HAVE A FENCE INSTALLED ON THE WEST SIDE OF THE PROPERTY TO ALLEVIATE ANY ISSUES WITH HER NEIGHOR. OWNER WILL CONTACT ME WITH THE DATE OF THE FENCE CONSTRUCTION. SHE WAS PROVIDED WITH A COPY OF THE TWP. FENCE ORD.	06/07/2023		10649 DAVISBURG RD	U -07-15-126-017	ACTIVE

EN230048	COMPLAINT	<p>7/5/23 MULTIPLE COMPLAINTS REC W/PHOTOS OF 4 CAMPERS PARKED ON A VACANT LAKE LOT OVER THE 4TH OF JULY WEEKEND. UPON ARRIVAL ON 7/5/23 AT APPROX. 1220 HRS. ALL OF THE CAMPERS HAD BEEN REMOVED. I SPOKE W/THE OWNER ON 7/6/23 BY PHONE AND ADVISED THAT CAMPING AND PARKING AN RV ON A VACANT LOT IS PROHIBITED BY ORD. I WILL CONTINUE TO MONITOR THE PROP. NO ACTIVITY OBSERVED IN JULY OR AUGUST. 8/31/23 PROP. INSP- NO ACTIVITY/CAMPERS. 9/5/23 SEVERAL COMPLAINTS LEFT ON MY VOICEMAIL ON SATURDAY 9/2/23 STATING THAT THERE ARE 4 CAMPERS ON THE PROPERTY. UPON RETURN TO WORK ON 9/5/23 I WAS ADVISED BY BRIAN IN THE BUILDING DEPT. OF AN ADDITIONAL COMPLAINT. SUP. MOREAU ADVISED ME OF A WALKIN LOBBY COMPLAINT ON THE SAME ISSUE ON 9/5/23. AT APPROX. 1246 HRS. I RECEIVED A PHONE CALL FROM A COMPLAINANT THAT HAD LEFT A VOICEMAIL ON SATURDAY REQUESTING I MEET HER. I ADVISED HER I WAS ENROUTE TO THE PROP. FOR AN INSP. UPON ARRIVAL I TOOK PHOTO EVID. OF SEVERAL ELECTRICAL BOXES SPACED AROUND THE PROPERTY FOR WHAT APPEARS TO BE CAMPER HOOKUPS. IN ADDITION A GOLF CART WAS PARKED ON THE PROP. THAT APPEARED TO BE PLUGGED INTO AN OUTLET TO CHARGE. THE PHOTOS OF THE ELECTRICAL SETUP WERE PRINTED AND PROVIDED TO BILL IN THE BLDG. DEPT. WHO ADVISED HE WOULD INVESTIGATE THE LEGALITY OF THE INSTALLATION. 9/6/23 2 ADDTL PHOTOS TAKEN OF UTILITY POLE WITH ELECT. LINE CONNECTION PER REQ. F/BLDG. DEPT. 9/6/23 AT APPROX. 1400 HRS. BILL DINNAN (BLDG DEPT) AND I RETURNED TO THE PROP. AND TOOK ADDTL PHOTOS OF THE ELEC. METER AND CIRCUIT BREAKER BOX FOR THIS REPORT. ALL PHOTOS HAVE BEEN EMAILED TO JOAN RUSCH TO BE ELECTRONICALLY ATTACHED. 9/12/23 ATT PH. CONTACT W/NEG RESULT. 9/13/23 PH. CONTACT MADE W/OWNER. HE WAS ADVISED THAT MULTIPLE COMPLAINTS HAVE BEEN REC. ABOUT HIM UTILIZING HIS PROP. AS A CAMPSITE OVER THE LABOR DAY WEEKEND. IN ADDITION I ADVISED HIM THAT IT WAS MY UNDERSTANDING THAT THE TEMP. ELECT. PERMIT WAS FOR ONE OUTLET AND NOT FOR THE WIRING OF 4 HOOKUPS FOR CAMPSITES. THE OWNER ASKED WHAT HE COULD DO TO RESOLVE THE SITUATION. I ADVISED HIM THAT I WOULD SPEAK W/SUP. MOREAU AND SEE IF A CONSENT AGREEMENT COULD BE IMPLEMENTED TO RESOLVE THIS SITUATION. ON 9/13/23 I SPOKE W/SUP. MOREAU WHO STATED SHE WILL CONSULT W/THE TWP. ATTY ON THE MATTER. 9/19/23 PROP. INSP. CONDUCTED- I OBSERVED THAT THE CAMPER HOOKUPS AND OTHER ELECT. WIRING HAS BEEN REMOVED. I CONTACTED BILL IN THE BLDG. DEPT. WHO WILL INSPECT THIS DATE TO ASCERTAIN IF THE ISSUE HAS BEEN PROPERLY RESOLVED. I SPOKE W/OWNER WHO STATED HE HAD REMOVED THE WIRING AND IN ADDITION REQUESTED THAT THE PORTA POTTY COMPANY PLACE ITS REMOVAL ON THEIR SCHEDULE. HE STATED IT SHOULD BE REMOVED W/IN 7-10 DAYS. 9/19/23 BILL F/BLDG DEPT. ADVISED THAT THE OWNER STILL HAS 3 EXCESS CIRCUIT BREAKERS IN THE TEMP. BOX MOUNTED TO THE UTILITY POLE WHICH NEED TO BE REMOVED. SUP. MOREAU ADVISED OF CURRENT SITUATION BY BILL F/BLDG DEPT. AND I. 9/20/23 REC. TEXT F/OWNER ADVISING THE REMOVAL OF PORTA POTTY HAS BEEN SCHEDULED F/9/21/23. 9/21/23 AT APPROX. 1305 HRS. PROP. INSP. CONDUCTED OBSERVING THAT THE PORTA POTTY HAS BEEN REMOVED, THE CIRCUIT BREAKER BOX IS NOW WHAT IS ALLOWED PER THE TEMP. PERMIT (PHOTO TAKEN AND THIS VERIFIED BY BILL IN BLDG DEPT.) AND ELECTRICAL CABLES HAVE BEEN REMOVED. THIS RESOLVES CURRENT ISSUES. PER SUP. MOREAU A LETTER F/THE TWP. ATTY WILL BE DRAFTED AND MAILED TO OWNER. LETTER MAILED BY ATTY.</p>	07/13/2023	09/28/2023	12042 RUSTY LN	U -07-29-451-018	CLOSED
EN230058	COMPLAINT	<p>8/3/23 COMP. REC. REF. CAMPER FOR SALE ON VACANT COMM. PROP. UPON ARRIVAL AT PROP. I RETRIEVED THE CAMPER OWNERS PHONE NUMBER AND OBSERVED A COUCH DUMPED ON THE PROP. I SPOKE W/THE PROP. OWNER WHO ADVISED ME THAT THE CAMPER BELONGS TO HIM. UPON ADVISING HIM OF THE COUCH DUMPED ON THE PROP. HE STATED HE WILL REMOVE IT. 9/5/23 CONF. CAMPER HAS BEEN REMOVED.</p>	08/08/2023	09/05/2023	10063 DIXIE	U -07-10-279-001	CLOSED
EN230060	COMPLAINT	<p>8/3/23 COMP. REC. ABOUT ROAMING CHICKENS AND A ROOSTER AT RESIDENCE. NO ANSWER AT DOOR, CARD LEFT. 8/8/23 REC. TX F/OWNER WHO WILL FIND ANOTHER BHM F/THE ROOSTER. 9/13/23 CONF. ROOSTER HAS BEEN REMOVED.</p>	08/09/2023	09/13/2023	8100 ASHARE CT	U -07-25-227-011	CLOSED

EN230061	BLIGHT	8/15/23 BLIGHT ON PROP. THAT HAS BEEN INCREASING OVER TIME. CONTACT AT RES. ATT. W/NWG. RESULT. PHOTOS TAKEN OF BLIGHT AND MAINTENANCE OF ANIMALS ISSUE. 8/16/23 SECOND ATT. AT CONTACT W/OWNER. I SPOKE W/OWNERS SON IN LAW WHO IS TEMP. RESIDING AT PROP. I PROVIDED HIM W/MY BUS. CARD AND REQ. THAT HE HAVE HIS IN LAWS CALL ME TO DISCUSS THE ISSUES. HE STATED THEY ARE AWAY AND WILL RETURN ON FRIDAY. 8/30/23 RETURN CALL REC. F/OWNER WHO REFERRRED ME TO HER HUSBAND TO RESOLVE ISSUES. SEVERAL VOICEMAILS LEFT W/HUSBAND W/NO RETURN CALL. 9/21/23 LTR A MAILED.	08/16/2023	10050 ANDERSONVILLE RD	U -07-27-226-004	ACTIVE
EN230068	COMPLAINT	9/21/23 COMP. REC. F/NEIGHOR REF. TIRES AND SCRAP WHICH MAY SOON ENCROACH UPON THE PROP. LINE. SAME DAY I INSP. SITUATION W/OWNERS WHO STATED THEY WILL HAVE THEIR SON RESOLVE THE ISSUES.	09/26/2023	7320 MEADOW LN	U -07-21-201-017	ACTIVE



CHARTER TOWNSHIP OF SPRINGFIELD
CODE ENFORCEMENT REPORT

September 1, 2023 - - - September 30, 2023

Citations Issued: 0

Court Appointments: 1

Signs Picked Up: 37

Cases Resolved: 3

Open Cases: 5

Greg Kazmierski: Code Enforcement Officer

A handwritten signature in black ink, appearing to be 'GK' with a long, sweeping underline.

[<- Totals](#)

Ordinance Report 9-1-23 to 9-30-23 Kazmierski

Number	Category	Complaint	Opened	Closed	Address	Parcel Number	Status
EN230033	BLIGHT		05/18/2023		9789 NORMAN RD	U -07-11-327-012	ACTIVE

May 18, 2023 Visited the property on May 11, 2023 and left a copy of blight ordinance, and notice of May 13, 2023 Spring Cleanup. Visited property on Monday, May 15, 2023 and there was no change. Subsequently I spoke to owner who said that she would not get the property cleaned up until maybe "Christmas". There is a large amount of items stored on the east side of the house, and also a large amount in front of the garage. Sending a ten day notice to correct . GFK

September 21, 2023 IN COURT: Judge gave owner until November 1, 2023 to remove items in front of the garage or, Township can remove items. Prosecutor to create an order to that effect, and owner will have seven days to challenge before order takes effect. GFK

EN230037	ANIMALS	<p>June 7, 2023 Writing violation regarding the keeping of animals, and improper storage of recreational vehicle, also included is the concern regarding provisions for the large amount of animals (116), that would be covered in our "Intensive livestock operation", though there is not sufficient acreage for a livestock operation. Additional concerns: proximity of operation to the residence, to lot lines, proper storage of feed, maintenance of manure, proper care of health of the animals/veterinary care. GFK</p> <p>June 22, 2023 Second set of duplicate violations issued to property owner, Director of Devoted Friends Animal Society, and the organization Devoted Friends Animal Society. Other Ordinance Officer and I found no change in the amount of animals. Was told by the Director that the closing on the new property would be on July 5, 2023, and that the animals would then be removed from 11180 Clark Road. GFK The Manager provided a better address for her: P.O. address, 210 S. Leroy Street, Box 592, Fenton, MI 48430. She did not think that the Dixie Highway address that we used for the Citations was accurate. GFK (According to the Director, the animals that the organization accepts, are not really available for adoption.) (Director is on site at the Clarkston address on Thursdays.)</p> <p>August 28, 2023 I visited the "Barn" this morning. All the fencing for the Devoted Barn has been removed, with the exception of the fencing for the hogs/pigs. Melissa Borden was there with a helper, and a trailer was parked there, right next to the pens for the hogs/pigs. Due to the very recent rain deluge, the dirt driveway leading down to the barn, and adjoining the hogs/pigs enclosures were deep in mud and adversely affecting the removal of the remaining animals. Ms. Borden said she expects complete removal within the next two days. GFK</p>	06/07/2023	11180 CLARK RD	U -07-16-401-013	ACTIVE
EN230046	ACTIVE FILE	<p>July 11, 2023 Continued wrestling with the pontoon boat originally stored across the street, on a vacant lot. Now it is moved to the northeast corner of Morning and Hillman (the almost vacant lot with a dilapidated house on it). Sending a ten day letter requesting the repositioning of the pontoon boat, since it is positioned so close to the corner of the lot, that it blocks visibility of the intersection for southbound Morning traffic. GFK</p>	07/11/2023	5750 MORNING DR	U -07-28-401-012	ACTIVE

EN230053	BLIGHT	<p>July 25, 2023 Complaint about couch left at the roadside. Visited the address, no answer at the door. Left a business card with request to call me. July 27, 2023 no answer to request. Mailing a violation for blight. GFK</p> <p>July 28, 2023 Call from resident. Waste Management will pick up couch in two weeks. GFK</p>	07/27/2023		10539 BIGELOW RD	U -07-10-376-009	ACTIVE
EN230062	PROPERTY MAINTENANCE VIOLATION	<p>August 29, 2023 Very tall grass. No answer to door knock. Posted front door with notice about height of grass and my business card. GFK</p>	08/30/2023		5601 FARLEY RD	U -07-26-451-021	ACTIVE
EN230063	BLIGHT	<p>September 1, 2023 Very large amount of plastic cases full of books down the driveway and up to the road's edge. Spoke to property owner whose brother put the books out there the night before. He was not home, but called him and told him that the books could not be put out there until trash day, which, she said, was Wednesdays for them. GFK</p> <p>September 5, 2023 Books moved back from road, and covered with a tarp. Sending a written "blight" violation. GFK</p> <p>September 6, 2023 Violation letter. GFK</p> <p>September 8, 2023 Called owner, containers with books remain. Some have been removed. Told him that trash items cannot be stored outside. He said that he would "get rid of them". I told him that it needs to happen NOW. GFK</p> <p>September 14, 2023 Book containers removed from roadside. Case resolved. GFK</p>	09/06/2023	09/14/2023	7700 DILLEY RD	U -07-16-301-008	CLOSED
EN230064	ANIMALS	<p>September 11, 2023 A large amount of wildfowl at the back of the property of .35 acres. Need 1.5 acres for one "Type III" animal. Sending a ten day correction letter with advice to contact me regarding total removal of animals. GFK</p>	09/12/2023		9429 EAGLE HILL DR	U -07-26-228-001	ACTIVE

EN230065	BLIGHT	September 11, 2023 Found clothes washer at the roadside, and large amount of scrap wood/siding on the ground on the west side of the property. Sending a ten day correction letter. GFK	09/12/2023		9237 EAGLE HILL DR	U -07-26-228-009	ACTIVE
EN230066	BLIGHT	September 12, 2023 Large amount of broken up house-hold furniture in piles on south side of the house. Sending a ten day correction letter. GFK	09/13/2023	09/28/2023	12270 BIG LAKE RD	U -07-29-200-019	CLOSED
EN230067	ANIMALS	September 28, 2023 Offending items removed. Case resolved. grk September 18, 2023 Chickens roaming on the property. Sending owner copy of our ordinance and ten day correction letter. GFK	09/19/2023		12264 CARRIAGE TRAIL CR	U -07-08-426-009	ACTIVE
EN230069	PROPERTY MAINTENANCE VIOLATION	September 28, 2023 posted front of house for tall grass violation. House does not appear to be occupied. GFK	09/29/2023		9692 SUSIN LN	U -07-11-378-003	ACTIVE



Springfield Township Fire Department Monthly Report September 2023

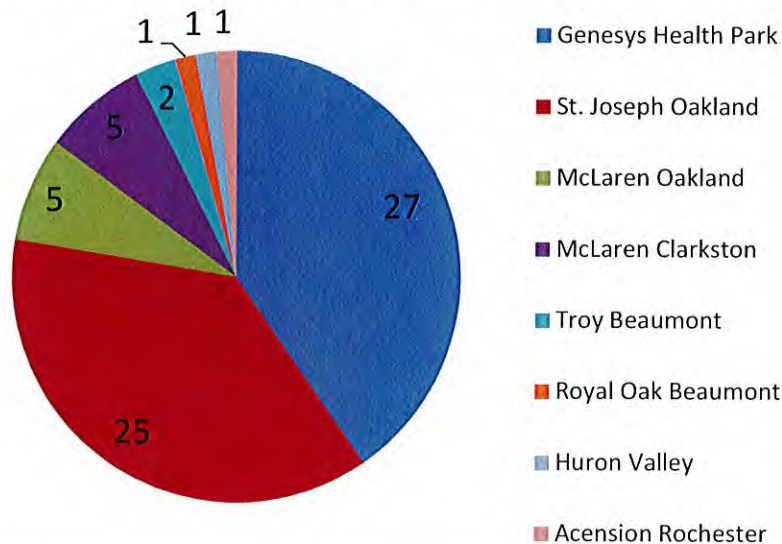
Operations

Incidents	September 2023	YTD	September 2022	YTD
Medicals	76	699	77	637
Fires	3	28	2	28
MVA	6	104	13	71
False Alarms	7	41	6	38
Other	18	253	22	259
Total	110	1,125	120	1,033

Current month:

67 Transports (63 STFD, 2 Groveland, and 2 Independence) 50 ALS, 17 BLS
3 mutual aids (1 to Fenton, 1 to White Lake, and 1 to Oakland Twp.)

Destination Hospitals for Patients



Incidents by district:

Station # 1:	26
Station # 2:	72
Station # 3:	12

Incidents per shift:

Shift 1 (6a-6p):	69
Shift 2 (6p-6a):	41

Incidents of Significance

- a) Incident 23-1032: Mutual Aid to White Lake for a structure fire
- b) Incident 23-1074: Mutual Aid to Oakland Township for a structure fire
- c) Incident 23-1079: Mutual Aid to Fenton for a tanker rollover

Administration

General/Recruitment/Retention

- a) The new County radio system will now not be going live until the second half of 2023. Our "go live" date will be in early 2024 as our radios are scheduled to be installed January 8th, 2024.
- b) EMS billing continues with Star EMS and we receive reimbursement regularly.
- c) We interviewed one (1) and hired one (1) new paid on call firefighter/EMT for shift work. She is testing to be a paramedic.
- d) We scheduled three (3) interviews for paid on call firefighters.

Buildings/Grounds/Maintenance

- a) The remodeling project has begun at Station #2.
- b) Repairs and maintenance include some monthly preventative maintenance at each station and several small repairs performed by Jerry David and his team.
- c) Oxford Overhead door was out for fall preventive maintenance on the bay doors.
- d) Lawn sprinklers were winterized at stations #1 and #3.

Apparatus/Equipment

- a) The brakes on Medic 2 were replaced.
- b) The battery was replaced on Medic 2.
- c) Car 1 had work done on the torque converter at Randy Wise Ford.
- d) Tank level sensor was replaced on Tanker 2.
- e) Air conditioning was serviced on Tanker 1.
- f) The truck committee went down to Sutphen to complete the final inspection for the new engines. A few minor corrections need to be completed before they are released to Springfield.
- g) The replacement ambulance was inspected and put in service.
- h) Some electrical repairs were completed on Engine 2.

Training

- a) September 18: Fire Training – Driver's training
- b) Three (3) members are enrolled in paramedic school at Genesys.
- c) Three (3) members are currently in the process for paramedic testing.

Awards/Kudos

- a) Congratulations to Andrew Berquist for passing his written and practical national paramedic certifying exam.
- b) Thank you to everyone who assisted in putting new Medic 1 in service and

- helping to get it through its State inspection.
- c) Thank you to everyone who helped with the Memorial Walk on September 30.
 - d) As construction has started on Fire Station #2, thank you to everyone who helped move everything out of the affected areas into other spaces in the station.

Miscellaneous

- a) Grant number EMW-2018-FF-00351 was awarded to renew our current staffing and recruiting grant. We are actively managing this grant and have submitted our most recently required Federal Financial report.
- b) We re-submitted a renewal for our current SAFER grant that expires this December. It has not been awarded or denied yet.
- c) We are awaiting the closeout module for the regional FEMA COVID grant for PPE-respirators with eighteen (18) other departments.

Fire Prevention/Community Fire and Life Safety

- a) Nine (9) fire preventions inspections were conducted.
- b) On September 8th, the crews went to Andersonville Elementary School for their fall festival where equipment and trucks were exhibited.
- c) September 30th, STFD crews assisted with traffic and parade assistance at the memorial walk.
- d) On September 30th, the station crew went to Springview Church with Engine 1 and Medic 1 for their fall festival where the equipment and trucks were exhibited.
- e) We staffed medical response for the Holly Cross Country meet on September 16th.
- f) Starting to schedule fire prevention dates with schools.

Respectfully submitted,
J. David Feichtner, Fire Chief
October 3, 2023

COUNTY OF OAKLAND
OFFICE OF THE SHERIFF

MICHAEL J. BOUCHARD



Springfield Township Substation

To: Springfield Township Board
From: Lt. M. Baldes – Substation Commander
Date: 10/03/23
Re: Substation Report for September 2023

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

Detective Bureau

D/Sgt. Charles Yon

Court Appearances: 4
Court Appearances – YTD: 48
New Cases: 15
Total Cases Closed: 12
Total Cases Closed – YTD: 134
Warrants Sent to Prosecutors Office: 5
CPS Referrals: 2
CPS Referrals – YTD: 27

COUNTY OF OAKLAND
OFFICE OF THE SHERIFF

MICHAEL J. BOUCHARD



Road Patrol

CALLS FOR SERVICE:

Total Dispatched Calls: 894
Total Dispatched Calls – YTD: 8,851

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

Monthly Violations: 115
Violations – YTD: 1,125

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

DB
Cc: Township Board

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: 2023
City: Springfield Twp-SPT

CLR-065 Monthly Summary Of Offenses (OS)

City:Springfield Twp-SPT

CLASS	Description	Sep/2023	Sep/2022	% CHG	YTD 2023	YTD 2022	% CHG	ADULT		JUV		Total	
								Sep/2023	YTD	Sep/2022	YTD	Sep	YTD
11001	SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	0	0	0%	1	1	0%	0	1	0	0	0	1
11007	SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	0	0	0%	0	1	-100%	0	0	0	0	0	0
13001	NONAGGRAVATED ASSAULT	2	2	0%	32	18	77.77%	0	19	0	0	0	19
13002	AGGRAVATED/FELONIOUS ASSAULT	0	0	0%	10	1	900%	0	3	0	2	0	5
13003	INTIMIDATION/STALKING	0	0	0%	1	2	-50%	0	0	0	0	0	0
20000	ARSON	0	0	0%	4	0	0%	0	0	0	0	0	0
22001	BURGLARY -FORCED ENTRY	1	0	0%	10	7	42.85%	0	0	0	0	0	0
22002	BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	0	0	0%	2	3	-33.3%	0	0	0	0	0	0
23003	LARCENY -THEFT FROM BUILDING	0	0	0%	3	2	50%	0	0	0	0	0	0
23005	LARCENY -THEFT FROM MOTOR VEHICLE	2	7	-71.4%	13	17	-23.5%	0	0	0	0	0	0
23006	LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	1	0	0%	9	8	12.5%	0	0	0	0	0	0
23007	LARCENY -OTHER	0	1	-100%	6	4	50%	0	0	0	0	0	0
24001	MOTOR VEHICLE THEFT	0	2	-100%	6	6	0%	0	0	0	1	0	1
24003	MOTOR VEHICLE FRAUD	0	0	0%	0	1	-100%	0	0	0	0	0	0
25000	FORGERY/COUNTERFEITING	0	1	-100%	0	3	-100%	0	0	0	0	0	0
26001	FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	0	1	-100%	8	7	14.28%	0	0	0	0	0	0
26002	FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	0	1	-100%	3	4	-25%	0	0	0	0	0	0
26005	FRAUD -WIRE FRAUD	0	0	0%	0	3	-100%	0	0	0	0	0	0
26007	FRAUD - IDENTITY THEFT	2	1	100%	17	6	183.3%	0	0	0	0	0	0
27000	EMBEZZLEMENT	0	0	0%	0	1	-100%	0	0	0	0	0	0
29000	DAMAGE TO PROPERTY	3	0	0%	18	9	100%	0	1	0	0	0	1
30002	RETAIL FRAUD -THEFT	0	0	0%	2	0	0%	0	0	0	0	0	0
35001	VIOLATION OF CONTROLLED SUBSTANCE ACT	1	0	0%	4	0	0%	0	0	0	0	0	0
35002	NARCOTIC EQUIPMENT VIOLATIONS	0	0	0%	1	0	0%	0	0	0	0	0	0

CLR-065 Monthly Summary Of Offenses (OS)

City:Springfield Twp-SPT

CLASS	Description	Sep/2023	Sep/2022	% CHG	YTD 2023	YTD 2022	% CHG	ADULT		JUV		Total	
								Sep/2023	YTD	Sep/2022	YTD	Sep	YTD
52001	WEAPONS OFFENSE- CONCEALED	0	0	0%	2	1	100%	0	0	0	0	0	0
52003	WEAPONS OFFENSE -OTHER	0	0	0%	1	0	0%	0	0	0	0	0	0
Group A Totals		12	16	-25%	153	105	45.71%	0	24	0	3	0	27
26006	FRAUD -BAD CHECKS	0	0	0%	0	1	-100%	0	0	0	0	0	0
38001	FAMILY -ABUSE/NEGLECT NONVIOLENT	0	0	0%	2	0	0%	0	0	0	0	0	0
41002	LIQUOR VIOLATIONS -OTHER	0	2	-100%	2	2	0%	0	0	0	0	0	0
48000	OBSTRUCTING POLICE	0	0	0%	3	3	0%	0	0	0	0	0	0
50000	OBSTRUCTING JUSTICE	1	0	0%	3	5	-40%	1	2	0	0	1	2
53001	DISORDERLY CONDUCT	0	0	0%	0	2	-100%	0	0	0	0	0	0
53002	PUBLIC PEACE -OTHER	0	0	0%	3	2	50%	0	0	0	0	0	0
54001	HIT and RUN MOTOR VEHICLE ACCIDENT	0	0	0%	2	0	0%	0	1	0	0	0	1
54002	OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	1	3	-66.6%	12	15	-20%	1	12	0	1	1	13
55000	HEALTH AND SAFETY	0	0	0%	2	0	0%	0	0	0	0	0	0
57002	INVASION OF PRIVACY -OTHER	0	0	0%	0	1	-100%	0	0	0	0	0	0
70000	JUVENILE RUNAWAY	0	0	0%	0	1	-100%	0	0	0	0	0	0
73000	MISCELLANEOUS CRIMINAL OFFENSE	0	0	0%	1	1	0%	0	0	0	0	0	0
Group B Totals		2	5	-60%	31	33	-9.09%	2	15	0	1	2	16
2800	JUVENILE OFFENSES AND COMPLAINTS	3	2	50%	11	16	-31.2%	0	0	0	0	0	0
2900	TRAFFIC OFFENSES	1	2	-50%	20	19	5.263%	0	2	0	0	0	2
3000	WARRANTS	3	1	200%	14	3	366.6%	2	10	0	0	2	10
3100	TRAFFIC CRASHES	27	35	-22.8%	254	230	10.43%	0	0	0	0	0	0
3200	SICK / INJURY COMPLAINT	34	32	6.25%	318	283	12.36%	0	0	0	0	0	0
3300	MISCELLANEOUS COMPLAINTS	162	180	-10%	1667	1571	6.110%	0	1	0	0	0	1
3400	WATERCRAFT COMPLAINTS / ACCIDENTS	0	0	0%	0	3	-100%	0	0	0	0	0	0
3500	NON - CRIMINAL COMPLAINTS	543	423	28.36%	5189	3407	52.30%	0	0	0	0	0	0
3700	MISCELLANEOUS TRAFFIC COMPLAINTS	88	109	-19.2%	993	548	81.20%	0	2	0	0	0	2
3800	ANIMAL COMPLAINTS	6	7	-14.2%	60	46	30.43%	0	0	0	0	0	0

CLR-065 Monthly Summary Of Offenses (OS)

City:Springfield Twp-SPT

CLASS	Description	Sep/2023	Sep/2022	% CHG	YTD 2023	YTD 2022	% CHG	ADULT		JUV		Total	
								Sep/2023	YTD	Sep/2022	YTD	Sep	YTD
3900	ALARMS	10	14	-28.5%	180	185	-2.70%	0	0	0	0	0	0
Group C Totals		377	305	3.944%	3706	6311	37.94%	2	15	0	0	2	15
4000	HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	0	0%	4	8	-50%	0	0	0	0	0	0
4100	NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	0	0%	3	0	0%	0	0	0	0	0	0
4300	LICENSE / TITLE / REGISTRATION CITATIONS	1	0	0%	2	2	0%	0	0	0	0	0	0
4600	LIQUOR CITATIONS / SUMMONS	0	0	0%	0	1	-100%	0	0	0	0	0	0
Group D Totals		1	0	0%	9	11	-18.18%	0	0	0	0	0	0
5000	FIRE CLASSIFICATIONS	3	3	0%	11	11	0%	0	0	0	0	0	0
5100	18A STATE CODE FIRE CLASSIFICATIONS	0	0	0%	4	2	100%	0	0	0	0	0	0
Group E Totals		3	3	0%	15	13	15.38%	0	0	0	0	0	0
6000	MISCELLANEOUS ACTIVITIES (6000)	27	5	440%	48	12	300%	0	0	0	0	0	0
6100	MISCELLANEOUS ACTIVITIES (6100)	0	1	-100%	0	1	-100%	0	0	0	0	0	0
6300	CANINE ACTIVITIES	0	0	0%	4	3	33.33%	0	0	0	0	0	0
6700	INVESTIGATIVE ACTIVITIES	17	14	21.42%	106	70	51.42%	0	0	0	0	0	0
Group F Totals		44	20	120%	158	86	82.72%	0	0	0	0	0	0
City: Springfield Twp Totals		939	849	10.60%	9071	6559	38.29%	4	54	0	4	4	58

CLR-1885 - CFS Listing (OS)

City : Springfield Twp.

CFS Dates :9/1/2023 to 9/30/2023

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	548	L3501	Area Check / Extra Patrol - OS	531
C3332	Assist Fire Department	87	C3730	Traffic Complaint / Traffic Miscellaneous A Complaint	73
C3730	Traffic Complaint / Traffic Miscellaneous A Complaint	74	C3332	Assist Fire Department	63
C3336	Assist Citizen	33	C3336	Assist Citizen	33
L6044	Public Relations - AH	24	L6044	Public Relations - AH	24
C3299	Welfare Check	21	C3299	Welfare Check	19
L3503	BOL - Be On the Lookout - OS	19	C3145	Property Damage Traffic Crash PDA	15
C3145	Property Damage Traffic Crash PDA	15	L3503	BOL - Be On the Lookout - OS	15
L6701	Follow Up - OS	14	L6701	Follow Up - OS	14
C3324	Suspicious Circumstances	13	C3324	Suspicious Circumstances	10
C3999	Alarms All Other	10	C3355	Civil Matter - Other	8
C3355	Civil Matter - Other	7	C3331	Assist Medical	8
C3702	Traffic Complaint / Road Hazard	7	C3999	Alarms All Other	8
C3337	Assist Citizen - Vehicle Lockout	6	C3333	Assist Motorist	7
C3333	Assist Motorist	6	C3702	Traffic Complaint / Road Hazard	7
C3310	Family Trouble	5	C3337	Assist Citizen - Vehicle Lockout	6
C3148	Motor Vehicle - Animal Traffic Crash	5	C3262	Hospice Death	6
C3704	Traffic Complaint / Abandoned Auto	5	C3148	Motor Vehicle - Animal Traffic Crash	5
C3262	Hospice Death	4	C3804	Animal Complaint	4
C3804	Animal Complaint	4	C3310	Family Trouble	4

Monthly Violation Summary

September 2023

CLEMIS

CITATIONS

Search Criteria:

Month :	September
Year :	2023
Citation Type:	Both
Violation Type:	Includes All
Range One:	00:00 - 07:59
Range Two:	08:00 - 15:59
Range Three:	16:00 - 23:59
Group By Violation Alias:	Yes
Division(s):	Springfield
Include Court Approved Only?	No
Count Secondary Officer's Violation?	No
Report ID:	353803
Saved:	No
Run By:	BALDES, MATTHEW

Monthly Violation Summary

September 2023

Violation Description	Count	Percentage	Accident	TIME RANGE			YTD
				One	Two	Three	
ALL OTHERS							
OPERATING WHILE HOLDING / USE OF A MOBILE ELECTRONIC DEVICE	0	0 %	0	0	0	0	3
RAILROAD CROSSING-DRIVE THROUGH RED RAILROAD SIGNAL	1	100 %	0	0	1	0	1
VIOLATION OF GRADUATED LICENSE - LEVEL 2 \$110	0	0 %	0	0	0	0	1
Total **ALL OTHERS**	1	0.87 %	0	0	1	0	5
APPEARANCE							
304 - Assault and Battery	0	0 %	0	0	0	0	3
324 - Other Appearance Tickets	0	0 %	0	0	0	0	1
Total APPEARANCE	0	0 %	0	0	0	0	4
DEFFECTIVE EQUIPMENT							
233 - Lights	2	100 %	0	1	0	1	41
236 - Other/Defective Equipment	0	0 %	0	0	0	0	2
237 - Mirror	0	0 %	0	0	0	0	1
Total DEFFECTIVE EQUIPMENT	2	1.74 %	0	1	0	1	44
MOVING							
009 - Speeding 21+ over	2	3.39 %	0	2	0	0	33
010 - Speeding 01-05 Over	18	30.51 %	0	4	12	2	174
011 - Speeding 06-10 Over	4	6.78 %	0	3	0	1	20
012 - Speeding 11-15 Over	9	15.25 %	0	4	4	1	78
013 - Speeding 16-20 Over	3	5.08 %	0	2	0	1	58
014 - Basic Speed	0	0 %	0	0	0	0	9
015 - Failed to Stop in Assured Clear Distance	7	11.86 %	3	1	3	3	64
016 - Fail to Use Due Care & Caution	0	0 %	0	0	0	0	23
040 - Drag Racing	0	0 %	0	0	0	0	1
050 - Careless Driving	2	3.39 %	1	0	1	1	7
055 - Operating While Reading/Typing/Sending Text	0	0 %	0	0	0	0	1
060 - Traffic Signal	1	1.69 %	0	0	0	1	23
070 - Stop Sign	6	10.17 %	0	0	0	6	38
080 - Fail to Stop for School Bus	1	1.69 %	0	0	1	0	6
090 - Failed to Yield	1	1.69 %	1	0	1	0	9

Monthly Violation Summary

September 2023

Violation Description	Count	Percentage	Accident	TIME RANGE			YTD
				One	Two	Three	
091 - Failed to Yield Left Turn	0	0 %	0	0	0	0	5
100 - Overtaking and Passing	1	1.69 %	0	1	0	0	3
110 - Lane Usage	1	1.69 %	0	0	1	0	6
130 - Left Turn	0	0 %	0	0	0	0	3
133 - Operate Veh After Dark w/o Use Headlights	1	1.69 %	0	0	0	1	7
141 - Right Turn on Red	0	0 %	0	0	0	0	1
160 - Other Moving	1	1.69 %	0	0	1	0	5
182 - Failed to Signal Turn	1	1.69 %	0	0	0	1	12
Total MOVING	59	51.3 %	5	17	24	18	586
NON MOVING							
188 - Violation of Graduated License Restrictions	0	0 %	0	0	0	0	3
189 - No Ops - Never Applied/Fail to Obtain MI Ops	0	0 %	0	0	0	0	1
190 - No Operator's License in Possession	1	1.92 %	0	0	1	0	4
191 - Suspended/Restricted/Denied Ops	2	3.85 %	0	0	1	1	18
192 - Fail to Change Address on Ops/Reg	1	1.92 %	0	0	1	0	7
193 - Expired Operator's License	0	0 %	0	0	0	0	5
200 - No Proof of Vehicle Registration	5	9.62 %	0	0	3	2	53
201 - Expired Plate	10	19.23 %	0	2	4	4	92
202 - Improper Plates	1	1.92 %	0	1	0	0	6
204 - Impeding Traffic	20	38.46 %	2	9	6	5	199
210 - Other Non-Moving	1	1.92 %	0	0	0	1	8
211 - No Proof of Insurance	10	19.23 %	0	4	4	2	93
212 - Open Intox in Motor Vehicle/Citation	0	0 %	0	0	0	0	1
214 - Child Restraint Ages 4-15	0	0 %	0	0	0	0	1
216 - Seat Belts	1	1.92 %	0	1	0	0	2
Total NON MOVING	52	45.22 %	2	17	20	15	493
PARKING							
224 - Other/Parking	0	0 %	0	0	0	0	1
Total PARKING	0	0 %	0	0	0	0	1
COMMERCIAL							
213 - Weigh Master Ticket	0	0 %	0	0	0	0	1
233 - Lights	1	100 %	0	1	0	0	1

Monthly Violation Summary

September 2023

Total	COMMERCIAL	1	0.87 %	0	1	0	0	2
Total Violations		115		7	36	45	34	1135
Total Tickets		77		5	19	31	27	773

COMP TIME REPORT
to
TOWNSHIP BOARD ~ October 12, 2023

As of September 30th, 2023

➤GENERAL FUND: \$1,824.17

Treasurer's Office	3.75 hours
--------------------	------------

Clerk's Office	22.5 hours
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Supervisor's Office/2 employees	34 hours
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➤P & R FUND: \$1,889.39

P & R/5 employees	90.25 hours
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September 2023 IT Report



VISITS TO TOWNSHIP WEBSITE

	Visits
September 2023	4,435
September 2022	3,591

% VISITS TO WEBSITE FROM MOBILE DEVICES

September 2023	57%
September 2022	51%

MOST VISITED WEBPAGES

The ten most visited website pages this month

Page	Total Views
Home page	1,365
Mill Pond Dam	910
Supervisor's Update	461
Parks & Recreation	293
Departments	286
Treasurer – Property Taxes	244
News & Events – Bridge Closure Info	201
Fire Department	190
News & Events – Memorial Walk Info	178
Mill Pond Dam Construction Photos	173

MOST DOWNLOADED FILES

The ten most downloaded files this month

File Name	Downloads
Zoning Map	65
Memorial Safety Walk Information	57
2023 Summer Millage Rates	43
Electrical Permit	33
Mill Pond Dam Video October 2020	27
Building Permit	26
Detached Accessory Structure Info	21
Mechanical Permit	20
2023 Meeting Dates	19
September 2023 Board Meeting Agenda	19

IT HELP DESK TICKETS

	New Tickets	Open Tickets	Average Ticket Close Time
August	30	0	1 day
September	26	0	14 hours

TICKET CATEGORY BREAKDOWN



ON-DEMAND BOARD MEETING VIEWS

September 2023	14
September 2022	62

MOST VIEWED VIDEOS

The five most viewed videos from springfieldtw.viebit.com

Video Name	Views
July 2023 Township Board	15
August 2023 Township Board	14
September 2023 Township Board	14
April 2023 Township Board	8
Mill Pond Dam Public Outreach Presentation	7

Email Activity at a Glance

78,518
Total Inbound Messages

80.8%
Inbound Rejected

6
Inbound Malware Detected

4,359
Total Outbound Messages

0
Outbound Malware Detected

0.1%
Outbound Rejected

1,561
Total Clicks
URL Protection

1,038
Total Attachments Sandboxed
Attachment Protection

4
Unsafe Clicks
URL Protection

0
Unsafe Attachments
Attachment Protection

4
Detections
Impersonation Protection



September 2023 Natural Resources Report

Mike Losey, Natural Resources Manager

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

Field Activities:

Natural Resources Program field work was prioritized by closing out restoration activities associated with our grant from the National Fish and Wildlife Foundation's Sustain our Great Lakes Program. In early September, we planted approximately 1500 native plant plugs into restoration areas within the prairie fen at the Shiawassee Basin Preserve. These native plants were propagated by a native plant nursery from seed collected at the preserve last fall. The species we planted included little bluestem and prairie dropseed, both of which are potential host plants for Poweshiek skipperling caterpillars. Increasing the abundance of these grass species helps to provide more and better habitat for wildlife as well as increase the resilience of the native plant community against re-invasion by invasive plants. Planting these plugs was a difficult task due to the planting locations and number of plugs we needed to install, but with assistance from staff of our ecological service contractors and volunteers from Blue Heron Headwaters Land Conservancy we were able to complete this project in just a few days.

Also in early September, I attended a workshop for land managers that focused on habitat management consideration for the eastern massasauga rattlesnake. The indoor portion and first field session were at Indian Springs Metropark, and I hosted a crew for a second field session at the Shiawassee Basin Preserve. The approximately 35 workshop attendees represented numerous organizations and had a variety of experiences with managing habitats across southern Michigan and it was great to walk through habitat management areas at Shiawassee Basin and Indian Springs to discuss what we know, what we have learned and what we would like to learn about habitat management to benefit this federally threatened snake species.

For the remainder of September, our field work occurred on a handful of days using our ecological service contractors to focus on chemically treating invasive plants such as glossy buckthorn, purple loosestrife and phragmites. I was also able to continue working solo and with staff from Oakland County Parks to collect native plant seeds from the Shiawassee Basin Preserve that will be broadcast in the restoration area at the former Mill Pond Dam impoundment to help accelerate the restoration of the native plant community.

I also took time for some educational/ professional development in mid-September by attending the Michigan Wetland Association's annual conference. This was a highly valuable experience for me because of the diversity and relevancy of information shared in the presentations I sat in on, as well as being able to interact with subject experts representing the various agencies, organizations and companies that are part of the Michigan Wetland Association. In a future year, this would be a great conference to attend and present on some of our work here in the Township as we also have much to share regarding wetland habitat management, protection, and research.

Thank you for an opportunity to submit this report. Attached are a couple of photos from September

-Mike Losey

Planting prairie dropseed plugs in the fen. A muddy but important task to help our restoration efforts and improve habitat for wildlife. I determined there is just not a good way to photograph this task.



Inspecting the sediments within the former Mill Pond to help plan restoration approaches. I seem to have spent a lot of time in the muck this month. Photo courtesy of Supervisor Moreau.



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GENERAL FUND

Vendor	Inv. Line Desc	Chk Date	Amount
21ST CENTURY MEDIA - MICHIGAN	PRINTING & PUBLISHING	09/15/23	\$ 544.63
			<u>\$ 544.63</u>
ADKISON, NEED, ALLEN & RENTROP PLLC	ATTORNEY FEES	09/15/23	\$ 2,083.33
ADKISON, NEED, ALLEN & RENTROP PLLC	LEGAL FEES	09/15/23	\$ 602.00
ADKISON, NEED, ALLEN & RENTROP PLLC	MILL POND DAM LITIGATION	09/15/23	\$ 108.50
			<u>\$ 2,793.83</u>
ADT COMMERCIAL	CONSULTANTS/CONTRACT-CIVIC CTR.	09/15/23	\$ 66.31
			<u>\$ 66.31</u>
ALL-N-ONE LAWN CARE	REPAIRS & MAINTENANCE	09/15/23	\$ 425.00
ALL-N-ONE LAWN CARE	REPAIRS & MAINT. / 700 BROADWAY	09/15/23	\$ 225.00
ALL-N-ONE LAWN CARE	DAVISBURG REPAIRS & MAIN.	09/15/23	\$ 1,400.00
ALL-N-ONE LAWN CARE	ANDERSONVILLE REPAIRS & MAINT.	09/15/23	\$ 1,125.00
ALL-N-ONE LAWN CARE	BIGELOW CEMETERY LAWN & GROUND KEEPING	09/15/23	\$ 100.00
ALL-N-ONE LAWN CARE	BRIDGE LK CEMETERY LAWN & GROUND KEEPING	09/15/23	\$ 250.00
ALL-N-ONE LAWN CARE	SPRINGFIELD PLNS CEM LAWN & GROUND	09/15/23	\$ 275.00
ALL-N-ONE LAWN CARE	LAWN & GROUND KEEPING	09/15/23	\$ 633.75
			<u>\$ 4,433.75</u>
AMERICAN WATER	OPERATING SUPPLIES	09/15/23	\$ 44.00
AMERICAN WATER	MAINTENENCE SUPPLIES-CIVIC CENTER	09/15/23	\$ 99.50
			<u>\$ 143.50</u>
ANDERSON, ECKSTEIN & WESTRICK, INC.	CONSULTING ENGINEERS	09/15/23	\$ 3,220.88
			<u>\$ 3,220.88</u>
AT&T	TELEPHONE	09/15/23	\$ 193.39
			<u>\$ 193.39</u>
BASIC BENEFITS	FSA ADMIN FEES	09/15/23	\$ 72.80
			<u>\$ 72.80</u>
BIG BARNEY'S DUST CONTROL LLC	CHLORIDE	09/15/23	\$ 2,640.00
			<u>\$ 2,640.00</u>
BLUE CARE NETWORK OF MICHIGAN	HOSPITALIZATION	09/15/23	\$ 14,451.87
			<u>\$ 14,451.87</u>

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COMMUNITY DISPOSAL	CONSULTANTS/CONTRACT-CIVIC CTR.	09/15/23	\$ 71.75
			<u>\$ 71.75</u>
CONSUMERS ENERGY	REPAIRS & MAINT. / 700 BROADWAY	09/15/23	\$ 26.18
CONSUMERS ENERGY	HEAT	09/15/23	\$ 91.45
CONSUMERS ENERGY	STREET LIGHTING	09/15/23	\$ 33.87
			<u>\$ 151.50</u>
DTE ENERGY	STREET LIGHTING	09/15/23	\$ 3,467.36
			<u>\$ 3,467.36</u>
GEI CONSULTANTS	CONTRACTUAL SERVICES	09/15/23	\$ 4,756.50
			<u>\$ 4,756.50</u>
GIFFELS WEBSTER	PLANNER	09/15/23	\$ 1,973.75
			<u>\$ 1,973.75</u>
INNOVATIVE OFFICE TECHNOLOGY	COPIER, PRINTER LEASE & MAINT	09/15/23	\$ 11.41
			<u>\$ 11.41</u>
KERTON LUMBER CO	MAINTENANCE SUPPLIES-CIVIC CENTER	09/15/23	\$ 78.98
KERTON LUMBER CO	LAWN & GROUND KEEPING	09/15/23	\$ 215.52
			<u>\$ 294.50</u>
MAURER'S TEXTILE RENTAL	CUSTODIAL SERVICES	09/15/23	\$ 89.98
			<u>\$ 89.98</u>
OAKLAND COUNTY TREASURER'S OFFICE	REFUND	09/15/23	\$ 35.72
			<u>\$ 35.72</u>
OXFORD BANK	MISCELLANEOUS	09/15/23	\$ 1,399.96
			<u>\$ 1,399.96</u>
PITNEY BOWES	POSTAGE	09/15/23	\$ 306.49
			<u>\$ 306.49</u>
PRINTING SYSTEMS, INC	OFFICE SUPPLIES	09/15/23	\$ 1,229.97
			<u>\$ 1,229.97</u>

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QUILL LLC	OFFICE SUPPLIES	09/15/23	\$ 188.97
			<u>\$ 188.97</u>
ROAD COMM. FOR OAKLAND COUNTY	GAS, OIL - TWP. TRUCKS	09/15/23	\$ 461.81
			<u>\$ 461.81</u>
SCHINDLER ELEVATOR CORPORATION	CONSULTANTS/CONTRACT-CIVIC CTR.	09/15/23	\$ 674.21
			<u>\$ 674.21</u>
TECHNOLOGY SOLUTIONS COMPLETE, LLC	COMPUTER SERVICE & MAINTENANCE	09/15/23	\$ 383.68
			<u>\$ 383.68</u>
ZULTYS, INC	TELEPHONE	09/15/23	\$ 1,278.80
			<u>\$ 1,278.80</u>
AC TIRE & SERVICE CENTER	REPAIRS & MAINTENANCE-TWP. TRUCKS	09/29/23	\$ 28.52
			<u>\$ 28.52</u>
ANDERSON, ECKSTEIN & WESTRICK, INC.	PLAN REVIEW FEES	09/29/23	\$ 7,199.75
ANDERSON, ECKSTEIN & WESTRICK, INC.	PATHWAY	09/29/23	\$ 623.41
			<u>\$ 7,823.16</u>
BIG BARNEY'S DUST CONTROL LLC	CHLORIDE	09/29/23	\$ 2,640.00
			<u>\$ 2,640.00</u>
CLARKSTON PAPER	MAINTENANCE SUPPLIES-CIVIC CENTER	09/29/23	\$ 293.33
			<u>\$ 293.33</u>
CLEAN TEAM, INC	CUSTODIAL SERVICES	09/29/23	\$ 1,985.10
			<u>\$ 1,985.10</u>
COMCAST	FACILITY OPERATIONS	09/29/23	\$ 149.85
			<u>\$ 149.85</u>
DTE ENERGY	REPAIRS & MAINT. / 700 BROADWAY	09/29/23	\$ 120.25
DTE ENERGY	ELECTRIC	09/29/23	\$ 2,150.90
			<u>\$ 2,271.15</u>

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ELAN FINANCIAL SERVICES	REPAIRS & MAINT. / 700 BROADWAY	09/29/23	\$	108.27
ELAN FINANCIAL SERVICES	COMPUTER LICENSE & SUPPORT	09/29/23	\$	45.99
ELAN FINANCIAL SERVICES	COMPUTER EQUIPMENT	09/29/23	\$	54.58
ELAN FINANCIAL SERVICES	MISCELLANEOUS	09/29/23	\$	46.10
ELAN FINANCIAL SERVICES	MAINTENANCE SUPPLIES-CIVIC CENTER	09/29/23	\$	206.78
ELAN FINANCIAL SERVICES	LAWN & GROUND KEEPING	09/29/23	\$	80.46
ELAN FINANCIAL SERVICES	MISCELLANEOUS-CIVIC CENTER	09/29/23	\$	112.04
ELAN FINANCIAL SERVICES	FIELD SUPPLIES	09/29/23	\$	105.16
			\$	759.38
GIFFELS WEBSTER	PLANNER	09/29/23	\$	1,410.00
			\$	1,410.00
KERTON LUMBER CO./PARKS	LAWN & GROUND KEEPING	09/29/23	\$	2,491.36
			\$	2,491.36
MAURER'S TEXTILE RENTAL	CUSTODIAL SERVICES	09/29/23	\$	89.98
			\$	89.98
MUNETRIX	MUNICIPAL REPORTING	09/29/23	\$	4,981.00
			\$	4,981.00
ROAD COMM. FOR OAKLAND COUNTY	CHLORIDE	09/29/23	\$	43,838.78
ROAD COMM. FOR OAKLAND COUNTY	STREET LIGHTING	09/29/23	\$	39.70
			\$	43,878.48
TOSHIBA FINANCIAL SERVICES	COPIER, PRINTER LEASE & MAINT	09/29/23	\$	283.96
			\$	283.96
UNUM LIFE INSURANCE	LIFE INSURANCE	09/29/23	\$	43.00
UNUM LIFE INSURANCE	DISABILITY INSURANCE	09/29/23	\$	91.20
UNUM LIFE INSURANCE	LIFE INSURANCE	09/29/23	\$	21.50
UNUM LIFE INSURANCE	DISABILITY INSURANCE	09/29/23	\$	31.50
UNUM LIFE INSURANCE	LIFE INSURANCE	09/29/23	\$	81.27
UNUM LIFE INSURANCE	DISABILITY INSURANCE	09/29/23	\$	145.81
UNUM LIFE INSURANCE	LIFE INSURANCE	09/29/23	\$	72.67
UNUM LIFE INSURANCE	DISABILITY INSURANCE	09/29/23	\$	133.31
UNUM LIFE INSURANCE	LIFE INSURANCE	09/29/23	\$	18.28
UNUM LIFE INSURANCE	DISABILITY INSURANCE	09/29/23	\$	29.32
UNUM LIFE INSURANCE	LIFE INSURANCE	09/29/23	\$	21.50
UNUM LIFE INSURANCE	DISABILITY INSURANCE	09/29/23	\$	34.50
UNUM LIFE INSURANCE	LIFE INSURANCE	09/29/23	\$	21.50
UNUM LIFE INSURANCE	DISABILITY INSURANCE	09/29/23	\$	39.38
			\$	784.74

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VERIZON WIRELESS	MOBILE COMMUNICATIONS	09/29/23	\$	108.28
VERIZON WIRELESS	MOBILE COMMUNICATIONS	09/29/23	\$	49.83
VERIZON WIRELESS	MOBILE COMMUNICATIONS	09/29/23	\$	92.20
VERIZON WIRELESS	MOBILE COMMUNICATIONS	09/29/23	\$	59.14
				<u>\$ 309.45</u>

WILDTYPE	FIELD SUPPLIES	09/29/23	\$	2,056.50
				<u>\$ 2,056.50</u>

TOTAL \$ 117,573.28

FIRE FUND

Vendor	Inv. Line Desc	Chk Date	Amount	
ACE HARDWARE OF CLARKSTON	OPERATING SUPPLIES	09/15/23	\$	37.42
				<u>\$ 37.42</u>

ALL-N-ONE LAWN CARE	REPAIRS & MAINTENANCE #1	09/15/23	\$	400.00
ALL-N-ONE LAWN CARE	REPAIRS & MAINTENANCE #2	09/15/23	\$	450.00
ALL-N-ONE LAWN CARE	REPAIRS & MAINTENANCE # 3	09/15/23	\$	450.00
				<u>\$ 1,300.00</u>

AMERICAN WATER	REPAIRS & MAINTENANCE #1	09/15/23	\$	39.00
AMERICAN WATER	REPAIRS & MAINTENANCE #2	09/15/23	\$	102.50
AMERICAN WATER	REPAIRS & MAINTENANCE # 3	09/15/23	\$	39.00
				<u>\$ 180.50</u>

BLUE CARE NETWORK OF MICHIGAN	HOSPITALIZATION	09/15/23	\$	6,630.31
				<u>\$ 6,630.31</u>

BOUND TREE MEDICAL	MEDICAL SUPPLIES	09/15/23	\$	706.23
				<u>\$ 706.23</u>

CONSUMERS ENERGY	HEAT #1	09/15/23	\$	33.00
CONSUMERS ENERGY	HEAT#3	09/15/23	\$	4.10
				<u>\$ 37.10</u>

DTE ENERGY	ELECTRIC #3	09/15/23	\$	177.17
				<u>\$ 177.17</u>

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ESCAPE INC	DUES & SUBSCRIPTIONS	09/15/23	\$ 25.00
			<u>\$ 25.00</u>
HOLLY AUTOMOTIVE SUPPLY INC	TRUCK REPAIR AND MAINTENANCE	09/15/23	\$ 191.78
			<u>\$ 191.78</u>
INNOVATIVE OFFICE TECHNOLOGY	OPERATING SUPPLIES	09/15/23	\$ 173.46
			<u>\$ 173.46</u>
IOTG LEASING PROGRAM OF DE LAGE	COMPUTER EQUIPMENT & LICENSING	09/15/23	\$ 60.00
			<u>\$ 60.00</u>
MACQUEEN	TURN OUT GEAR	09/15/23	\$ 200.67
			<u>\$ 200.67</u>
OAKLAND COUNTY TREASURER'S OFFICE	REFUND	09/15/23	\$ 100.46
			<u>\$ 100.46</u>
OAKLAND COUNTY-SHERIFF'S BILL	DISPATCH	09/15/23	\$ 3,353.83
			<u>\$ 3,353.83</u>
OXFORD OVERHEAD DOOR	REPAIRS & MAINTENANCE #1	09/15/23	\$ 250.00
			<u>\$ 250.00</u>
RANDY HARLESS (REIMBURSE)	GAS & OIL	09/15/23	\$ 51.08
			<u>\$ 51.08</u>
REBECCA BENEDICT	UNIFORMS	09/15/23	\$ 244.22
REBECCA BENEDICT	CERTIFICATION & LICENSE	09/15/23	\$ 25.00
			<u>\$ 269.22</u>
RIC DAVIS	OFFICE SUPPLIES	09/15/23	\$ 210.47
			<u>\$ 210.47</u>
ROAD COMM. FOR OAKLAND COUNTY	GAS & OIL	09/15/23	\$ 3,042.86
			<u>\$ 3,042.86</u>

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RYAN HART	MILEAGE ALLOWANCE	09/15/23	\$ 331.30
			<u>\$ 331.30</u>
ZULTYS, INC	TELEPHONE & INTERNET	09/15/23	\$ 520.94
			<u>\$ 520.94</u>
ACE HARDWARE OF CLARKSTON	OPERATING SUPPLIES #3	09/29/23	\$ 17.98
ACE HARDWARE OF CLARKSTON	OPERATING SUPPLIES	09/29/23	\$ 19.53
ACE HARDWARE OF CLARKSTON	OTHER EQUIP PURCH-UNDER \$10,000	09/29/23	\$ 179.99
			<u>\$ 217.50</u>
ANDRE WILLIS	UNIFORMS	09/29/23	\$ 106.27
			<u>\$ 106.27</u>
APOLLO FIRE APPARATUS REPAIR	EQUIPMENT MAINTENANCE	09/29/23	\$ 588.00
			<u>\$ 588.00</u>
ARAMARK	OPERATING SUPPLIES	09/29/23	\$ 71.98
			<u>\$ 71.98</u>
BOUND TREE MEDICAL	MEDICAL SUPPLIES	09/29/23	\$ 1,020.75
			<u>\$ 1,020.75</u>
C & S MOTORS, INC.	TRUCK REPAIR AND MAINTENANCE	09/29/23	\$ 2,630.62
			<u>\$ 2,630.62</u>
COMCAST	TELEPHONE & INTERNET	09/29/23	\$ 307.09
			<u>\$ 307.09</u>
COMCAST	TELEPHONE & INTERNET	09/29/23	\$ 144.85
			<u>\$ 144.85</u>
COMCAST	TELEPHONE & INTERNET	09/29/23	\$ 338.44
			<u>\$ 338.44</u>
COMMUNITY DISPOSAL	CONTRACTUAL SERVICES -CUSTODIAN #1	09/29/23	\$ 54.00
			<u>\$ 54.00</u>

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CONSUMERS ENERGY	HEAT #2	09/29/23	\$ 33.55
			<u>\$ 33.55</u>
DTE ENERGY	ELECTRIC #1	09/29/23	\$ 359.58
DTE ENERGY	ELECTRIC #2	09/29/23	\$ 645.57
			<u>\$ 1,005.15</u>
ECTO HR, INC	NEW HIRE/PERSONNEL PROCESSING	09/29/23	\$ 59.00
			<u>\$ 59.00</u>
ECTO HR, INC	NEW HIRE/PERSONNEL PROCESSING	09/29/23	\$ 59.00
			<u>\$ 59.00</u>
ELAN FINANCIAL SERVICES	REPAIRS & MAINTENANCE #1	09/29/23	\$ 68.31
ELAN FINANCIAL SERVICES	REPAIRS & MAINTENANCE # 3	09/29/23	\$ 68.31
ELAN FINANCIAL SERVICES	TUITION AND TRAINING	09/29/23	\$ 58.46
ELAN FINANCIAL SERVICES	CONFERENCES-DUES-ETC	09/29/23	\$ 499.00
ELAN FINANCIAL SERVICES	OFFICE SUPPLIES	09/29/23	\$ 617.04
ELAN FINANCIAL SERVICES	DUES & SUBSCRIPTIONS	09/29/23	\$ 35.00
ELAN FINANCIAL SERVICES	COMPUTER EQUIPMENT & LICENSING	09/29/23	\$ 709.69
ELAN FINANCIAL SERVICES	GAS & OIL	09/29/23	\$ 18.47
ELAN FINANCIAL SERVICES	TRUCK REPAIR AND MAINTENANCE	09/29/23	\$ 916.62
ELAN FINANCIAL SERVICES	EQUIPMENT MAINTENANCE	09/29/23	\$ 1,448.18
			<u>\$ 4,439.08</u>
HANDTEVY PEDIATRIC EMERGENCY	MEDICAL SUPPLIES	09/29/23	\$ 2,178.45
			<u>\$ 2,178.45</u>
HOLLY AUTOMOTIVE SUPPLY INC	TRUCK REPAIR AND MAINTENANCE	09/29/23	\$ 396.02
			<u>\$ 396.02</u>
MACQUEEN	TURN OUT GEAR	09/29/23	\$ 199.63
			<u>\$ 199.63</u>
MAURER'S TEXTILE RENTAL	OPERATING SUPPLIES #2	09/29/23	\$ 65.84
			<u>\$ 65.84</u>
NYE UNIFORM	UNIFORMS	09/29/23	\$ 343.00
			<u>\$ 343.00</u>
OAKLAND COUNTY-SHERIFF'S BILL	DISPATCH	09/29/23	\$ 3,353.83
			<u>\$ 3,353.83</u>

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R&R FIRE TRUCK REPAIR, INC	TRUCK REPAIR AND MAINTENANCE	09/29/23	\$ 1,259.91
			<u>\$ 1,259.91</u>
RANDY WISE FORD	TRUCK REPAIR AND MAINTENANCE	09/29/23	\$ 1,514.31
			<u>\$ 1,514.31</u>
REBERLAND EQUIPMENT, INC.	EQUIPMENT MAINTENANCE	09/29/23	\$ 554.64
			<u>\$ 554.64</u>
SAM BROWN SALES COMPANY	EQUIPMENT MAINTENANCE	09/29/23	\$ 181.69
			<u>\$ 181.69</u>
SPRINGFIELD URGENT CARE	MEDICAL-TESTING & SERVICES	09/29/23	\$ 1,057.50
			<u>\$ 1,057.50</u>
STATE OF MICHIGAN	MISCELLANEOUS	09/29/23	\$ 9.12
			<u>\$ 9.12</u>
STRYKER SALES CORPORATION	MEDICAL SUPPLIES	09/29/23	\$ 5,279.37
			<u>\$ 5,279.37</u>
SUBURBAN OFFICE & JAN.SUPPLIES	OPERATING SUPPLIES #2	09/29/23	\$ 301.19
SUBURBAN OFFICE & JAN.SUPPLIES	OPERATING SUPPLIES #3	09/29/23	\$ 271.98
			<u>\$ 573.17</u>
SUTPHEN CORPORTATION	CAPITAL OUTLAY	09/29/23	\$ 30,748.86
			<u>\$ 30,748.86</u>
UNUM LIFE INSURANCE	LIFE INS/PROVIDENT INS	09/29/23	\$ 193.50
UNUM LIFE INSURANCE	DISABILITY INSURANCE	09/29/23	\$ 373.51
			<u>\$ 567.01</u>
VERIZON WIRELESS	MOBILE COMMUNICATIONS	09/29/23	\$ 1,729.11
			<u>\$ 1,729.11</u>
		TOTAL	\$ 78,936.54

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POLICE FUND

Vendor	Inv. Line Desc	Chk Date	Amount
ADKISON, NEED, ALLEN & RENTROP PLLC	LEGAL FEES	09/15/23	\$ 910.00
			<u>\$ 910.00</u>
GENERAL FUND	RENT	09/15/23	\$ 3,000.00
GENERAL FUND	SUPPORT	09/15/23	\$ 3,000.00
			<u>\$ 6,000.00</u>
OAKLAND COUNTY TREASURER'S OFFICE	REFUND	09/15/23	\$ 107.23
			<u>\$ 107.23</u>
OAKLAND COUNTY-SHERIFF'S BILL	CONTRACTUAL SERVICES	09/15/23	\$ 156,382.83
OAKLAND COUNTY-SHERIFF'S BILL	OVERTIME	09/15/23	\$ 231.27
			<u>\$ 156,614.10</u>
ANDERSON, ECKSTEIN & WESTRICK, INC.	CAPITOL OUTLAY	09/29/23	\$ 9,390.00
			<u>\$ 9,390.00</u>
OAKLAND COUNTY-SHERIFF'S BILL	CONTRACTUAL SERVICES	09/29/23	\$ 156,382.83
			<u>\$ 156,382.83</u>
TOTAL			\$ 329,404.16

BUILDING FUND

Vendor	Inv. Line Desc	Chk Date	Amount
BLUE CARE NETWORK OF MICHIGAN	HOSPITALIZATION	09/15/23	\$ 244.18
			<u>\$ 244.18</u>
GENERAL FUND	TELEPHONE	09/15/23	\$ 200.12
GENERAL FUND	FACILITY RENT & UTILITIES	09/15/23	\$ 1,500.00
GENERAL FUND	RECEIPTING, ACCOUNTING & PAYROLL	09/15/23	\$ 2,200.00
			<u>\$ 3,900.12</u>
JERRY HOBSON	PLUMBING INSPECTOR (CONTRACTUAL)	09/15/23	\$ 564.71
JERRY HOBSON	MECHANICAL INSPECTOR (CONTRACTUAL)	09/15/23	\$ 1,789.95
			<u>\$ 2,354.66</u>
RON SHELTON	ELECTRICAL INSPECTOR(CONTRACTUAL)	09/15/23	\$ 1,720.40
			<u>\$ 1,720.40</u>

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SPRINGFIELD TWP. FIRE DEPT.	FIRE INSPECTIONS	09/15/23	\$ 5,000.00
			<u>\$ 5,000.00</u>
STEVE MCGEE	BUILDING INSPECTOR (CONTRACTUAL)	09/15/23	\$ 360.00
			<u>\$ 360.00</u>
UNUM LIFE INSURANCE	LIFE INSURANCE	09/29/23	\$ 9.89
UNUM LIFE INSURANCE	DISABILITY INSURANCE	09/29/23	\$ 14.37
			<u>\$ 24.26</u>
TOTAL			\$ 13,603.62

LAKE IMPROVEMENT FUND

Vendor	Inv. Line Desc	Chk Date	Amount
BLUE WATER AQUATICS	CONTR. SERVICES-ELIZA LAKE	09/15/23	\$ 5,350.00
			<u>\$ 5,350.00</u>
DTE - WAUMEGAH	CONTR. SERVICES-WAUMEGAH-WEED	09/15/23	\$ 32.56
			<u>\$ 32.56</u>
TOTAL			\$ 5,382.56

SOFTWATER LAKE IMPROVEMENT FUND

Vendor	Inv. Line Desc	Chk Date	Amount
PLM LAKE & LAND MANAGEMENT COR	CONTR. SERV. -SOFTWATER LK. IMP.	09/29/23	\$ 850.00
			<u>\$ 850.00</u>
TOTAL			\$ 850.00

CABLE TV FUND

Vendor	Inv. Line Desc	Chk Date	Amount
CHARTER TOWNSHIP OF INDEPENDENCE	CONSULTANTS/CONTRACTING	09/15/23	\$ 1,500.00
			<u>\$ 1,500.00</u>
GENERAL FUND	OFFICE RENT	09/15/23	\$ 900.00
GENERAL FUND	SUPPORT SERVICES	09/15/23	\$ 3,000.00
			<u>\$ 3,900.00</u>
COMCAST	MISCELLANEOUS	09/29/23	\$ 298.35
			<u>\$ 298.35</u>

Additional Disbursements
Invoice Entry Dates 8/8/2023-8/31/2023
For Approval at September 14, 2023

TOTAL \$ 5,698.35

GRAND TOTAL \$ 551,448.51

REGULAR MEETING**October 12, 2023**

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	\$ 340.00
ALL-N-ONE LAWN CARE	REPAIRS & MAINT. / 700 BROADWAY	\$ 135.00
CONSUMERS ENERGY	REPAIRS & MAINT. / 700 BROADWAY	\$ 53.76
ALL-N-ONE LAWN CARE	DAVISBURG REPAIRS & MAIN.	\$ 1,120.00
ALL-N-ONE LAWN CARE	ANDERSONVILLE REPAIRS & MAINT.	\$ 900.00
ALL-N-ONE LAWN CARE	BIGELOW CEMETERY LAWN & GROUND KEEPING	\$ 100.00
ALL-N-ONE LAWN CARE	BRIDGE LK CEMETERY LAWN & GROUND KEEPING	\$ 200.00
ALL-N-ONE LAWN CARE	SPRINGFIELD PLNS CEM LAWN & GROUND	\$ 220.00
TECHNOLOGY SOLUTIONS COMPLETE, LLC	COMPUTER SERVICE & MAINTENANCE	\$ 191.84
BLUE CARE NETWORK OF MICHIGAN	HOSPITALIZATION	\$ 14,451.87
QUILL LLC	OFFICE SUPPLIES	\$ 42.99
QUILL LLC	OFFICE SUPPLIES	\$ 105.95
AMERICAN WATER	OPERATING SUPPLIES	\$ 39.00
QUILL LLC	OPERATING SUPPLIES	\$ 29.99
ZULTYS, INC	TELEPHONE	\$ 1,288.41
21ST CENTURY MEDIA - MICHIGAN	PRINTING & PUBLISHING	\$ 95.62
ACCIDENT FUND INSURANCE COMPANY	INSURANCE & BOND	\$ 1,489.46
DON'S LIL JOHNS AND SEPTIC PUMPING	MISCELLANEOUS	\$ 235.00
KIEFT ENGINEERING, INC.	MISCELLANEOUS	\$ 90.00
KERTON LUMBER CO	MAINTENANCE SUPPLIES-CIVIC CENTER	\$ 19.08
KERTON LUMBER CO	MAINTENANCE SUPPLIES-CIVIC CENTER	\$ 53.07
MICHIGAN MECHANICAL VENTURES, LLC	CONSULTANTS/CONTRACT-CIVIC CTR.	\$ 1,933.75
J & M WINDOW CLEANING	CUSTODIAL SERVICES	\$ 455.00
ALL-N-ONE LAWN CARE	LAWN & GROUND KEEPING	\$ 507.00
KERTON LUMBER CO	LAWN & GROUND KEEPING	\$ 49.99
CONSUMERS ENERGY	HEAT	\$ 280.59
SPRING CITY ELECTRICAL	REPAIRS	\$ 1,108.67
21ST CENTURY MEDIA - MICHIGAN	PRINTING & PUBLISHING-ZBA	\$ 137.55
CONSUMERS ENERGY	STREET LIGHTING	\$ 33.87
DTE ENERGY	STREET LIGHTING	\$ 3,512.65
GEI CONSULTANTS	CONTRACTUAL SERVICES	\$ 3,277.00
VERIZON WIRELESS	MOBILE COMMUNICATIONS	\$ 40.01
TOTAL		\$ 32,537.12

BILLS PRESENTED FOR PAYMENT:**FIRE FUND**

Vendor	Inv. Line Desc	Amount
CONSUMERS ENERGY	HEAT #1	\$ 67.44
ALL-N-ONE LAWN CARE	REPAIRS & MAINTENANCE #1	\$ 320.00
OXFORD OVERHEAD DOOR	REPAIRS & MAINTENANCE #1	\$ 400.00
OXFORD OVERHEAD DOOR	REPAIRS & MAINTENANCE #1	\$ 150.00
MAURER'S TEXTILE RENTAL	OPERATING SUPPLIES #2	\$ 65.84
SUBURBAN OFFICE & JAN.SUPPLIES	OPERATING SUPPLIES #2	\$ 47.95
ALL-N-ONE LAWN CARE	REPAIRS & MAINTENANCE #2	\$ 360.00
OXFORD OVERHEAD DOOR	REPAIRS & MAINTENANCE #2	\$ 400.00
CONSUMERS ENERGY	HEAT#3	\$ 20.44
ALL-N-ONE LAWN CARE	REPAIRS & MAINTENANCE # 3	\$ 360.00
LOWRIE'S LANDSCAPE INC.	REPAIRS & MAINTENANCE # 3	\$ 168.30
OXFORD OVERHEAD DOOR	REPAIRS & MAINTENANCE # 3	\$ 400.00
OXFORD OVERHEAD DOOR	REPAIRS & MAINTENANCE # 3	\$ 150.00
BLUE CARE NETWORK OF MICHIGAN	HOSPITALIZATION	\$ 6,630.31

REGULAR MEETING

October 12, 2023

Township of Springfield

Sean R. Miller, Clerk

NYE UNIFORM	UNIFORMS	\$	81.95
NYE UNIFORM	UNIFORMS	\$	28.00
Norris W Walls	MILEAGE ALLOWANCE	\$	321.93
INNOVATIVE OFFICE TECHNOLOGY	OPERATING SUPPLIES	\$	159.44
ESCAPE INC	DUES & SUBSCRIPTIONS	\$	25.00
KNO2 LLC	DUES & SUBSCRIPTIONS	\$	480.00
COMCAST	TELEPHONE & INTERNET	\$	239.94
ZULTYS, INC	TELEPHONE & INTERNET	\$	523.39
ACCIDENT FUND INSURANCE COMPANY	INSURANCE & BOND	\$	22,341.83
BROWN AND BROWN OF MICHIGAN	INSURANCE & BOND	\$	315.00
DAVE FEICHTNER - PETTY CASH	MISCELLANEOUS	\$	77.33
IOTG LEASING PROGRAM OF DE LAGE	COMPUTER EQUIPMENT & LICENSING	\$	61.53
WEST SHORE FIRE, INC.	OTHER EQUIP PURCH-UNDER \$10,000	\$	1,385.50
BOUND TREE MEDICAL	MEDICAL SUPPLIES	\$	92.16
BOUND TREE MEDICAL	MEDICAL SUPPLIES	\$	350.85
BOUND TREE MEDICAL	MEDICAL SUPPLIES	\$	27.94
BRIDGE LAKE AUTO AND TRUCK PARTS IN	TRUCK REPAIR AND MAINTENANCE	\$	432.40
BRIDGE LAKE AUTO AND TRUCK PARTS IN	TRUCK REPAIR AND MAINTENANCE	\$	711.46
BRIDGE LAKE AUTO AND TRUCK PARTS IN	TRUCK REPAIR AND MAINTENANCE	\$	1,248.40
CLYDE'S FRAME & WHEEL	TRUCK REPAIR AND MAINTENANCE	\$	1,206.80
HOLLY AUTOMOTIVE SUPPLY INC	TRUCK REPAIR AND MAINTENANCE	\$	53.84
HOLLY AUTOMOTIVE SUPPLY INC	TRUCK REPAIR AND MAINTENANCE	\$	20.08
HOLLY AUTOMOTIVE SUPPLY INC	TRUCK REPAIR AND MAINTENANCE	\$	35.72
HOLLY AUTOMOTIVE SUPPLY INC	TRUCK REPAIR AND MAINTENANCE	\$	17.69
MAZZA AUTO PARTS	TRUCK REPAIR AND MAINTENANCE	\$	43.37
R&R FIRE TRUCK REPAIR, INC	TRUCK REPAIR AND MAINTENANCE	\$	183.75
PATRIOT FIRE EXTINGUISHERS LLC	EQUIPMENT MAINTENANCE	\$	198.45
PATRIOT FIRE EXTINGUISHERS LLC	EQUIPMENT MAINTENANCE	\$	347.94
PATRIOT FIRE EXTINGUISHERS LLC	EQUIPMENT MAINTENANCE	\$	189.90
WEST SHORE FIRE, INC.	EQUIPMENT MAINTENANCE	\$	1,664.54
TOTAL		\$	42,406.41

BILLS PRESENTED FOR PAYMENT:

POLICE FUND

Vendor	Inv. Line Desc	Amount
GENERAL FUND	RENT	\$ 3,000.00
GENERAL FUND	SUPPORT	\$ 3,000.00
L&R CONSTRUCTION SERVICES	CAPITOL OUTLAY	\$ 445.36
TOTAL		\$ 6,445.36

BILLS PRESENTED FOR PAYMENT:

CABLE FUND

Vendor	Inv. Line Desc	Amount
CHARTER TOWNSHIP OF INDEPENDENCE	CONSULTANTS/CONTRACTING	\$ 1,500.00
GENERAL FUND	OFFICE RENT	\$ 900.00
GENERAL FUND	SUPPORT SERVICES	\$ 3,000.00
TOTAL		\$ 5,400.00

REGULAR MEETING**October 12, 2023**

Township of Springfield

Sean R. Miller, Clerk

BILLS PRESENTED FOR PAYMENT:**BUILDING FUND**

Vendor	Inv. Line Desc	Amount
BLUE CARE NETWORK OF MICHIGAN	HOSPITALIZATION	\$ 244.18
RON SHELTON	ELECTRICAL INSPECTOR(CONTRACTUAL)	\$ 2,322.60
JERRY HOBSON	PLUMBING INSPECTOR (CONTRACTUAL)	\$ 704.01
JERRY HOBSON	MECHANICAL INSPECTOR (CONTRACTUAL)	\$ 1,319.95
IMPRESSIVE PRINTING & PROMOTION	OFFICE SUPPLIES & POSTAGE	\$ 70.00
GENERAL FUND	TELEPHONE	\$ 202.47
ACCIDENT FUND INSURANCE COMPANY	INSURANCE & BOND	\$ 277.69
GENERAL FUND	FACILITY RENT & UTILITIES	\$ 1,500.00
GENERAL FUND	RECEIPTING, ACCOUNTING & PAYROLL	\$ 2,200.00
TOTAL		\$ 8,840.90

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

Vendor	Invoice Line Desc	Amount
PROGRESSIVE AE	CONTR. SERVICES-DIXIE LAKE	\$ 4,000.00
DTE - WAUMEGAH	CONTR. SERVICES-WAUMEGAH-WEED	\$ 33.29
TOTAL		\$ 4,033.29

GRAND TOTAL \$ 99,663.08



MEMO

Consent Agenda

TO: Springfield Township Board
FROM: Joan Rusch, Supervisor's Assistant
DATE: October 3, 2023
RE: **Lake Improvement Boards Appointments**

Several Lake Improvement Boards have members with terms expiring this month. Each member with an expiring term has been contacted, and each one has agreed to serve another three-year term. Please note that Rodney Rosswurm's term for the Waumegah Lake Board also expires in October. We have made several attempts to contact him and will provide an update on his intentions as soon as we can.

Recommendations:

Appoint Mark Melletat and Dale Ermshler to the Big Lake Improvement Board for three-year terms expiring in October 2026.

Appoint Steven Felix to the Dixie Lake Improvement Board for a three-year term expiring in October 2026.

Appoint Lawrence Ziehr to the Susin Lake Improvement Board for a three-year term expiring in October 2026.

RESOLUTION

2023-17

RESOLUTION TO APPROVE TRANSFER OF DANGEROUS BUILDINGS COSTS TO TAX ROLL

At a meeting of the Township Board ("Board") of the Charter Township of Springfield, held on October 12, 2023, the following resolution was offered by _____ and supported by _____.

Recitals

- A. The Township has enacted Code of Ordinances: Chapter 8, Article IV- Dangerous Buildings, Sections 8-81 to 8-87 inclusive.
- B. Pursuant to Code Section 8-86, the Township shall have a lien on property for all costs incurred by the Township to bring the property into compliance with Chapter 8, Article IV.
- C. As authorized by Section 8-86, on February 7, 2022, the Township Attorney recorded a Notice of Dangerous Buildings Lien against the property identified as 9770 Dixie Highway, Clarkston MI 48348, Parcel Identification No. 07-14-176-024 ("Subject Property").
- D. The demolition costs owing the Township, as recited in the lien, have not been paid.
- E. Pursuant to Code Section 8-86, and MCL 125.541(6), the lien is to be collected and treated as provided in the General Property Tax Act.

NOW THEREFORE, BE IT RESOLVED, that the Township Board of the Charter Township of Springfield hereby authorizes placing the amount of the unpaid costs on the tax roll against the Subject Property, in the amount of \$13,327.79, and authorizes the Treasurer to include this amount on the tax roll and the next Winter tax bill.

NOW, BE IT FURTHER RESOLVED that execution of this Resolution is conclusive evidence of the Board's approval of this action and of the authority granted herein.

Yes:

No:

Absent:

RESOLUTION DECLARED ADOPTED

STATE OF MICHIGAN)
) ss.
COUNTY OF OAKLAND)

I, Sean R. Miller, the duly qualified and elected Clerk of Springfield Charter Township, Oakland County, Michigan, do hereby certify that the foregoing Resolution was adopted at a Regular Meeting of the Springfield Township Board held on October 12, 2023.

CHARTER TOWNSHIP OF SPRINGFIELD

SEAN R. MILLER, Clerk

SPRINGFIELD CHARTER TOWNSHIP



MEMO

TO: Township Board

FROM: Brian Piper, Assessing and Zoning Assistant

DATE: October 3rd, 2023

RE: **Farmland Agreement Application**

Attached to this memo is the application packet for a Farmland and Open Space Preservation Program agreement at 9750 Melissa Ln., Davisburg, MI 48350. The applicant, Lewis Trojan, is seeking to enter into a development rights agreement with the state. This would restrict any non-agriculture development on the property for a minimum of 10 years, in exchange for possible income tax benefits and special assessment exemption.

The Township Board has the initial right of approval or rejection of the application as defined by Part 361 of the Natural Resources and Environmental Protection Act, 1994 Act 451 as amended, commonly known as PA 116. The basis for the approval is a confirmation that the portions submitted by the applicant and local governing body are complete and that the local governing body has collected the necessary supplemental information and reviews.

If approved, the application will be provided to the Michigan Department of Agriculture and Rural Development (MDARD) for the creation of the agreement with the applicant. If denied, or if no action is taken, the applicant can appeal the decision or directly apply to MDARD. The application packet has been compiled from the property owner's original application, supporting documentation, and additional analysis from Oakland County Planning & Local Business Development and Oakland Conservation District. If you have any questions or would like to review supplemental information from MDARD on the Farmland and Open Space Preservation Program, please contact me.

Suggested action by the Township Board is to approve the application. Review of the application and supporting documentation indicate the information presented is correct and complete.

Suggested Motion: Approve the application for Farmland Agreement from Lewis Trojan at 9750 Melissa Lane, parcel ID# 07-06-400-019, and authorize the Clerk to note the approval on the application and forward to MDARD.



**FARMLAND AND OPEN SPACE
PRESERVATION PROGRAM**

Application for Farmland Agreement

Part 361 of the Natural Resources and Environmental Protection Act, 1994 Act 451 as amended, more commonly known as PA 116.

Please print or type. Attach additional sheets as needed. **Please read the Eligibility and Instructions document before filling out this form.**

OFFICIAL USE ONLY

Local Governing Body: _____

Date Received 9/8/23

Application No: _____

State: _____

Date Received _____

Application No: _____

Approved: _____ Rejected _____

**ALL APPLICATIONS MUST BE APPROVED BY LOCAL GOVERNING BODY
ON OR BEFORE NOVEMBER 1 IN ORDER TO BE EFFECTIVE FOR THE CURRENT TAX YEAR**

I. Personal Information:

1. Name(s) of Applicant: Trojan Last Lewis First A Initial

(If more than two see #15) _____ Last First Initial

Marital status of all individual men listed on application, if more than one, indicate status after each name:

☒ Married ☐ Single *CORRECTION 9750

2. Mailing Address: *1750 Melissa Ln Street Davisburg City MI State 48350 Zip Code

3. Telephone Number: (Area Code) (810) 252-2908

4. Alternative Telephone Number (cell, work, etc.): (Area Code) () N/A

5. E-mail address: arttrojanman111@aol.com

II. Property Location (Can be taken from the Deed/Land Contract)

6. County: OAKLAND 7. Township, City or Village: SPRINGFIELD

8. Section No. 6 Town No. 4N Range No. 8E

III. Legal Information:

9. Attach a clear copy of the deed, land contract or memorandum of land contract. (See #14)

10. Attach a clear copy of the most recent tax assessment or tax bill with complete tax description of property.

11. Is there a tax lien against the land described above? ☐ Yes ☒ No

If "Yes", please explain circumstances: _____

12. Does the applicant own the mineral rights? ☐ Yes ☒ No

If owned by the applicant, are the mineral rights leased? ☐ Yes ☐ No

Indicate who owns or is leasing rights if other than the applicant: _____

Name the types of mineral(s) involved: _____

13. Is land cited in the application subject to a lease agreement (other than for mineral rights) permitting a use for something other than agricultural purposes? ☐ Yes ☒ No If "Yes", indicate to whom, for what purpose and the number of acres involved: _____

14. Is land being purchased under land contract ☐ Yes ☒ No: If "Yes", indicate vendor (seller):

Name: _____

Address: _____

Street

City

State

Zip Code

14a. Part 361 of the Natural Resources and Environmental Protection Act, 1994 Act 451 as amended, states that the vendor (seller) must agree to allow the land cited in the application to be enrolled in the program. Please have the land contract sellers sign below. (All sellers must sign).

Land Contract Vendor(s): I, the undersigned, understand and agree to permit the land cited in this application into the Farmland and Open Space Preservation Program.

Date _____

Signature of Land Contract Vendor(s) (Seller) _____

15. If the applicant is one of the following, please check the appropriate box and complete the following information (if the applicant is not one of the following – please leave blank):

☐ 2 or more persons having a joint or common interest in the land
☐ Corporation ☐ Limited Liability Company ☐ Partnership
☐ Estate ☐ Trust ☐ Association

If applicable, list the following: Individual Names if more than 2 Persons; or President, Vice President, Secretary, Treasurer; or Trustee(s); or Members; or Partners; or Estate Representative(s):

Name: _____ Title: _____

Name: _____ Title: _____

Name: _____ Title: _____

Name: _____ Title: _____

(Additional names may be attached on a separate sheet.)

IV. Land Eligibility Qualifications: Check one and fill out correct section(s)

This application is for:

- ☐ a. 40 acres or more —————> complete only Section 16 (a thru g);
☒ b. 5 acres or more but less than 40 acres —————> complete only Sections 16 and 17; or
☐ c. a specialty farm —————> complete only Sections 16 and 18.

16. a. Type of agricultural enterprise (e.g. livestock, cash crops, fruit, etc):

Egg Production / Cash crops. Fruit

b. Total number of acres on this farm 10

c. Total number of acres being applied for (if different than above): 10

d. Acreage in cultivation: 3.5

e. Acreage in cleared, fenced, improved pasture, or harvested grassland: 4.5

f. All other acres (swamp, woods, etc.) 2

g. Indicate any structures on the property: (If more than one building, indicate the number of buildings):

No. of Buildings 3 Residence: 1 Barn: 1 Tool Shed: _____

Silo: _____ Grain Storage Facility: _____ Grain Drying Facility: _____

Poultry House: _____ Milking Parlor: _____ Milk House: _____

Other: (Indicate) Green House

17. To qualify as agricultural land of 5 acres or more but less than 40 acres, the land must produce a minimum average gross annual income of \$200.00 per acre from the sale of agricultural products.

Please provide the average gross annual income per acre of cleared and tillable land during 2 of the last 3 years immediately preceding this application **from the sale of agricultural products (not from rental income):**

\$ 2218.00 : 8 = \$ 277.25 (per acre)
 total income total acres of tillable land

18. To qualify as a specialty farm, the land must be designated by MDARD, be 15 acres or more in size, and produce a gross annual income from an agricultural use of \$2,000.00 or more. If a specialty farm, indicate average gross annual income during 2 of the last 3 years immediately preceding application from the sale of agricultural products: \$ _____

Please note: specialty farm designation may require an on-the-farm site visit by an MDARD staff person.

19. What is the number of years you wish the agreement to run? (Minimum 10 years, maximum 90 years); 10

V. Signature(s):

20. The undersigned declare that this application, including any accompanying informational material, has been examined by them and to the best of their knowledge and belief is true and correct.


(Signature of Applicant)

(Corporate Name, If Applicable)

(Co-owner, If Applicable)

(Signature of Corporate Officer)

9/8/23
(Date)

(Title)

**ALL APPLICATIONS MUST BE APPROVED BY LOCAL GOVERNING BODY
ON OR BEFORE NOVEMBER 1 IN ORDER TO BE EFFECTIVE FOR THE CURRENT TAX YEAR.**

RESERVED FOR LOCAL GOVERNMENT USE: CLERK PLEASE COMPLETE SECTIONS I & II

I. Date Application Received: 9/8/23 (Note: Local Governing Body has 45 days to take action)

Action by Local Governing Body: Jurisdiction: SPRINGFIELD
☐ County ☒ Township ☐ City ☐ Village

This application is ☐ approved, ☐ rejected Date of approval or rejection: _____

(If rejected, please attach statement from Local Governing Body indicating reason(s) for rejection.)

Clerk's Signature: _____

Property Appraisal: \$ 428,134 is the current fair market value of the real property in this application.

II. Please verify the following:

- ☒ Upon filing an application, clerk issues receipt to the landowner indicating date received.
☒ Clerk notifies reviewing agencies by forwarding a copy of the application and attachments

____ If rejected, applicant is notified in writing within 10 days stating reason for rejection and the original application, attachments, etc. are returned to the applicant. Applicant then has 30 days to appeal to State Agency.

____ If approved, applicant is notified and the original application, all supportive materials/attachments, and letters of review/comment from reviewing agencies (if provided) are sent to:

MDARD-Farmland and Open Space Program, PO Box 30449, Lansing 48909

***Please do not send multiple copies of applications and/or send additional attachments in separate mailings without first contacting the Farmland Preservation office.**

Please verify the following regarding Reviewing Agencies (Sending a copy to reviewing agencies is required):

COPY SENT TO:

- ☒ County or Regional Planning Commission
☒ Conservation District
____ Township (if county has zoning authority)

Before forwarding to State Agency, FINAL APPLICATION SHOULD INCLUDE:

- ☒ Copy of Deed or Land Contract (most recent showing current ownership)
☒ Copy of most recent Tax Bill (must include tax description of property)
☒ Map of Farm
☒ Copy of most recent appraisal record
☒ Copy of letters from review agencies (if available)
☒ Any other applicable documents

Questions? Please call Farmland Preservation at 517-284-5663

Map of Farm with Structures and Natural Features:

- A. Show boundary of land cited in application. (Grid below is designed to represent a 5280 ft² (1 mile²) Section)
 B. Show all buildings (house(s), barn(s), etc.); also label roads and other avenues of travel (i.e. utility access, etc.).
 C. Outline and designate the current uses of the property (crops, pasture, forest, swamp, etc.).
 D. Clear copies of map(s) provided by USDA Farm Service Agency are acceptable, but please label any roads visible on map, structures and their use, etc.

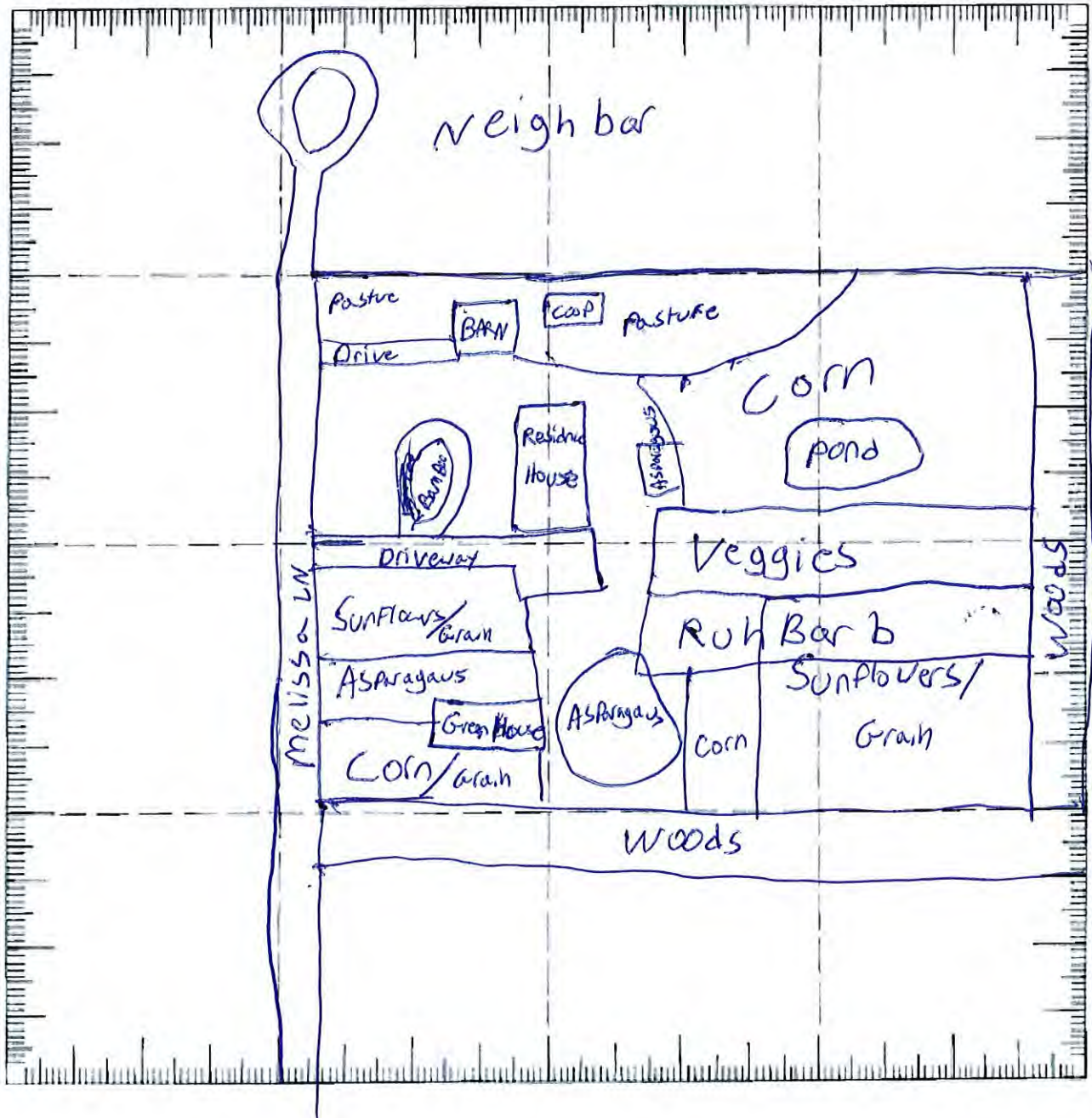
Note: Any residential structures housing persons not directly associated with the farm operation must be excluded from the application. Please indicate if a building falls in this category and provide the appropriate property description for its exclusion. Unless the appropriate description is included, your application cannot be processed.

County OAKLAND

Township SPRINGFIELD

T 4N R 8E Section 6

↑ North



OAKLAND COUNTY TREASURERS CERTIFICATE
I HEREBY CERTIFY that there are no TAX LIENS or TITLES
held by the state or any individual against the within description
and all TAXES on same are paid for five years previous to the
date of this instrument as appears by the records in the office
except as stated.

Reviewed By: SR
Not Examined
Sec. 135, Act 206, 1893 as amended
ROBERT WITTENBERG, County Treasurer
2/28/2022

Special Assessment

334602 Liber 57530 Page 372 thru 375
3/1/2022 8:47:09 AM Receipt #000265526
\$26.00 Misc Recording
\$4.00 Remonumentation
\$5.00 Automation
\$3,096.00 Transfer Tax
PAID RECORDED - Oakland County, MI e-recorded
Lisa Brown, Clerk/Register of Deeds

STATE OF
MICHIGAN
Oakland
3/1/2022
000286628



REAL ESTATE
TRANSFER TAX
\$396.00 CO
\$2,700.00 ST
1362480

WARRANTY DEED

Drafted By:

Angie Pieron
Partners Title Agency
7300 Dixie Hwy, Ste. 100
Clarkston, MI 48346

Return To:

Lewis Trojan

9750 Melissa Lane
Davisburg, MI 48350

Send Tax Bills To:

Lewis Trojan

9750 Melissa Lane
Davisburg, MI 48350

Recording Fee: \$35.00

State Transfer Tax: \$2,700.00

Tax Parcel No. 07-06-400-019

File Number: 2021-PTA-1172

County Transfer Tax: \$396.00

Know All Persons by These Presents: That Gnia N. Xiong and Shoua Cheng, husband and wife and Pao Xiong, a married man, as joint tenants with full rights of survivorship whose address is 9750 Melissa Lane, Davisburg, MI 48350,

Convey(s) and Warrant(s) to Lewis Trojan whose address is 1735 White Lake Road, Highland, MI 48359,

the following described premises situated in the Township of Springfield, County of Oakland and State of Michigan, to-wit:

Part of the Southeast 1/4 of Section 6, Town 4 North, Range 8 East, described as follows: Beginning at a point on the East line of Section 6 which bears South 1 degrees 28 minutes 30 seconds East 684.82 feet from the East 1/4 corner of Section 6; thence South 1 degrees 28 minutes 30 seconds East 702.45 feet along said East line of Section 6; thence West 621.00 feet; thence North 1 degrees 28 minutes 30 seconds West 689.83 feet; thence North 18 degrees 43 minutes 10 seconds East 13.32 feet; thence East 616.40 feet to the point of beginning.



Partners Title Agency, LLC

(Attached to and becoming a part of Warranty Deed dated February 8, 2022: between Gnia N. Xiong and Shoua Cheng, husband and wife and Pao Xiong, a married man, as joint tenants with full rights of survivorship, as Grantor and Lewis Trojan, as Grantee.)

Easement Parcel: A 60 foot wide non-exclusive ingress, egress and public utilities easement, the centerline of which is described as follows: Beginning at a point on the South line of Section 6, which bears West 529.66 feet from the Southeast corner of Section 6; thence North 0 degrees 28 minutes 39 seconds West 300.75 feet; thence North 43 degrees 24 minutes 50 seconds West 136.63 feet; thence North 1 degrees 23 minutes 30 seconds West 1550.00 feet; thence North 18 degrees 43 minutes 10 seconds East 205.42 feet to the center of circle having a radius of 60 feet and being the Northerly terminus thereof as created by instrument recorded in Liber 7303, Page 146.

More commonly known as: 9750 Melissa Lane, Davisburg, MI 48350
for the full consideration of: THREE HUNDRED SIXTY THOUSAND AND 00/100 DOLLARS (\$360,000.00).

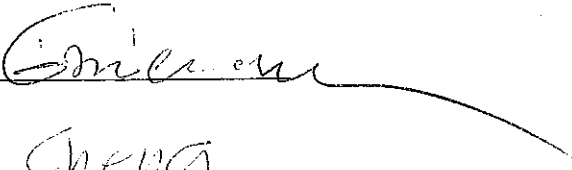
Subject To: Existing building and use restrictions, easements and zoning ordinances, if any.
Notice of Private Road Attached Hereto.

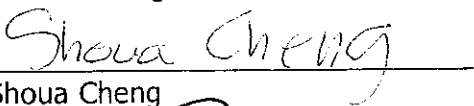
If the property conveyed is unplatted, the following applies:

The grantor grants to the grantee the right to make all division(s) under section 108 of the land division act, Act No. 288 of the Public Acts of 1967. **(If no number is inserted, the right to make divisions stays with the portion of the parent tract retained by the grantors; if all of the parent tract is conveyed, then all division rights are granted.)** This property may be located within the vicinity of farmland or a farm operation. Generally accepted agricultural and management practices which may generate noise, dust, odors, and other associated conditions may be used and are protected by the Michigan Right to Farm Act.

Dated: 8th day of February, 2022

Seller(s):


Gnia N. Xiong


Shoua Cheng


Pao Xiong

Pao Xiong



**PARTNERS
TITLE**

Partners Title Agency, LLC

(Attached to and becoming a part of Warranty Deed dated February 8, 2022: between Gnia N. Xiong and Shoua Cheng, husband and wife and Pao Xiong, a married man, as joint tenants with full rights of survivorship, as Grantor and Lewis Trojan, as Grantee.)

State of Michigan
County of Oakland

The foregoing instrument was acknowledged before me this 8th day of February, 2022 by Gnia N. Xiong and Shoua Cheng, husband and wife and Pao Xiong, a married man, as joint tenants with full rights of survivorship.

Cory Gartner
Notary Public:
Notary County/State: CORY GARTNER
County Acting In: Notary Public, State of Michigan
Commission Expires: County of Oakland
My Commission Expires Sept. 23, 2024
Acting in the County of Oakland



Partners Title Agency, LLC

NOTICE OF PRIVATE ROAD
PURSUANT TO M.L.C.A. 560.261 (P.A. 1967 NO. 288)

File Number: 2021-PTA-1172
Date: February 8, 2022
Property Address: 9750 Melissa Lane, Davisburg, MI 48350

We, the undersigned sellers hereby notify the purchaser that pursuant to Section 261 of the Subdivision Control Act of 1967 that you are purchasing a parcel of land that abuts a private road which is not required to be maintained by the Board of County Road Commissioners.

Seller(s):

Gnia N. Xiong

Shoua Cheng

Pao Xiong

The undersigned purchaser(s) hereby acknowledge that they have read the above.

Buyer(s):

Lewis Trojan

LEWIS TROJAN

This is to be attached to the deed, land contract, or other instrument conveying any interest in land.

2023 SUMMER TAX STATEMENT****RETURN THIS PORTION WITH YOUR REMITTANCE****

PAYABLE TO: CHARTER TOWNSHIP OF SPRINGFIELD
12000 DAVISBURG RD
DAVISBURG MI 48350-1038

PAYABLE JULY 1, 2023 - SEPTEMBER 14, 2023
Payments will be recorded on the date received.
POSTMARKS NOT ACCEPTED
FAILURE TO RECEIVE BILL DOES NOT WAIVE PENALTY

TOTAL	INT/PENALTY	TOTAL PAID	BALANCE
4,950.02	0.00	0.00	4,950.02



TROJAN, LEWIS
9750 MELISSA LN
DAVISBURG MI 48350-1202

Charter Township of Springfield
JAMIE L. DUBRE, Treasurer
(248) 846-6520

Please include Parcel ID on your check.

PARCEL ID NUMBER
U -07-06-400-019

02000 CORELOGIC TAX SERVICE

NOTICE: Verify the Parcel ID number prior to remitting payment. You are responsible if you pay on the wrong parcel.

RETURN UPPER PORTION WITH REMITTANCE
CHARTER TOWNSHIP OF SPRINGFIELD
2023 SUMMER TAX STATEMENT

FISCAL
YEARS

Local & Intermediate Schools - 07/01/2023 to 06/30/2024
Community College - 07/01/2023 to 06/30/2024
State - 10/01/2023 to 09/30/2024
County General - 10/01/2022 to 09/30/2023

PAYABLE JULY 1, 2023 - SEPTEMBER 14, 2023
1% Interest September 15th - 30th, 2023
plus 1% interest per month thereafter
3% PENALTY AFTER FEBRUARY 14, 2024

2023 DOG LICENSE DUE AND PAYABLE DEC 1, 2022
DELINQUENT AFTER JUNE 1, 2023
Delinquent licenses will not be sold at the Township

CODE NO.	*P.R.E. TAX BASE	PARCEL ID NUMBER	SCHOOL DISTRICT
56978	214,070	U -07-06-400-019	63210
% DECLARED AS P.R.E.	NON P.R.E. TAX BASE	TAXABLE VALUE	STATE EQUALIZED VALUE
100.0000%	0	214,070	214,070

HOLLY OPER	18.00000	EXEMPT
HOLLY DEBT	8.50000	1,819.59
STATE SET	6.00000	1,284.42
OAKLAND C.C.	1.48910	318.77
ISD VOTED	2.97770	637.43
COUNTY OPER	3.96860	849.55
ISD ALLOCATED	0.18810	40.26

TROJAN, LEWIS

9750 MELISSA LN
DAVISBURG, MI 48350-1202

02000 CORELOGIC TAX SERVICE

THIS IS NOT A BILL IF THE MORTGAGE COMPANY LISTED IS
PAYING YOUR TAXES. IF THIS APPLIES, PLEASE RETAIN THIS
ENTIRE BILL FOR YOUR RECORDS.

OFFICE HOURS: MONDAY - FRIDAY 8:30 - 4:30
CLOSED: JULY 4, 2023 and SEPTEMBER 4, 2023
JAMIE L. DUBRE, TREASURER 248 846-6520
TREASURER@SPRINGFIELD-TWP.US

DUE BY SEPTEMBER 14, 2023

RETAIN THIS LOWER PORTION FOR YOUR RECORDS.
YOUR CANCELED CHECK IS YOUR RECEIPT

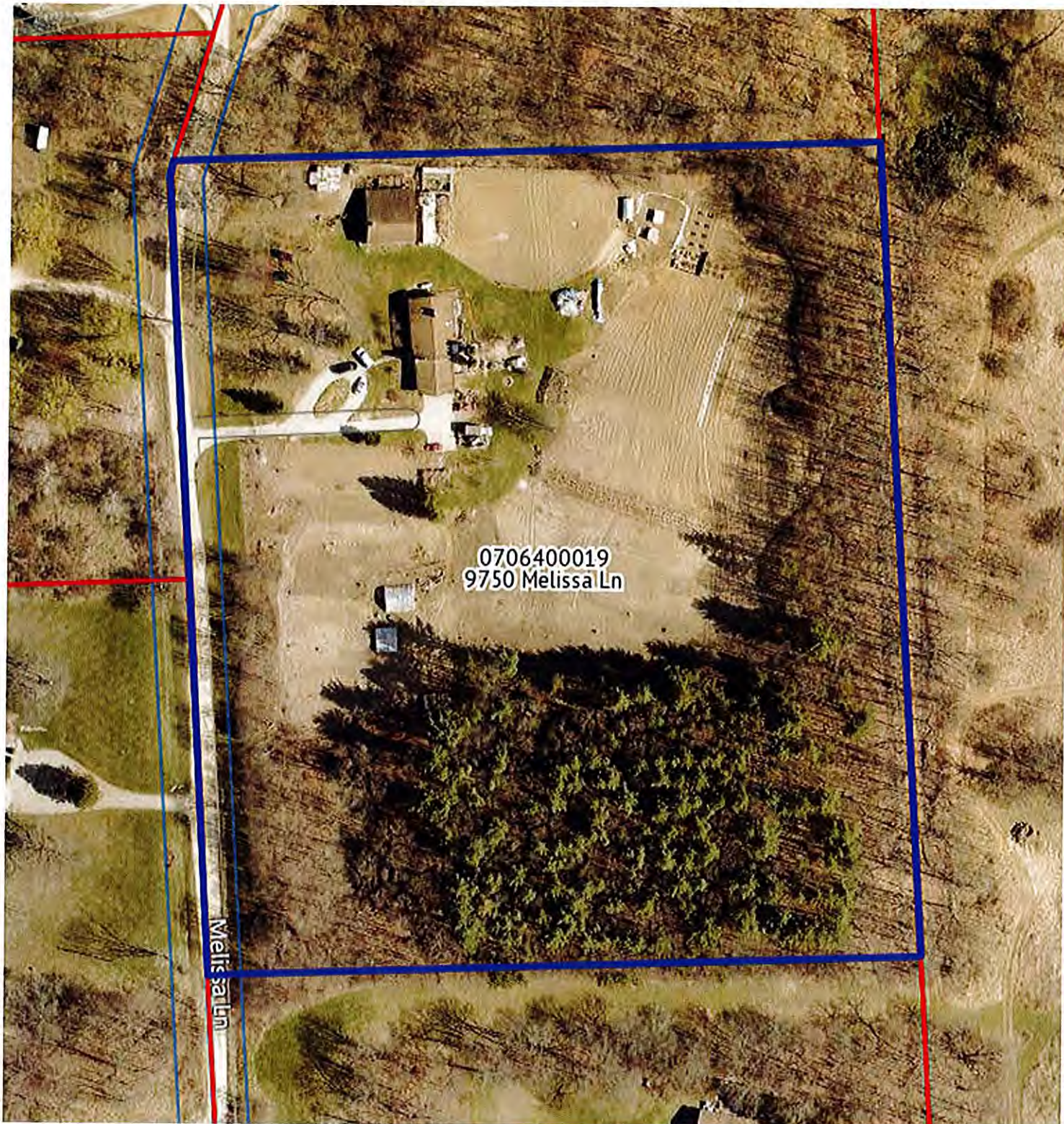
TOTAL	INT/PENALTY	TOTAL PAID	BALANCE
4,950.02	0.00	0.00	4,950.02

Partial Description of Property
T4N, R8E, SEC 6 PART OF SE 1/4 BEG AT PT
DIST S 01-28-30 E 684.82 FT FROM E 1/4
COR, TH S 01-28-30 E 702.45 FT, TH W 621
FT, TH N 01-28-30 W 689.83 FT, TH N 18-43-
10 E 13.32 FT, TH E 616.40 FT TO BEG 10.01

BEGINNING MARCH 1, 2024 all unpaid 2023 taxes must be paid to
Robert Wittenberg, Oakland County Treasurer, 1200 N Telegraph Rd,
Pontiac MI 48341 with additional penalties. During the month of
March, a revised statement from the Township Treasurer must
accompany your remittance to the County Treasurer.

Checks are accepted only as conditional payment. If not honored by bank, tax is unpaid and subject to penalties. *P.R.E. = Principal Residence Exemption

9750 Melissa Ln
07-06-400-019



02/28/2023
02:02 PM

Valuation Report

DB: Assessing

U -07-06-400-019 2023 Est. T.C.V. TROJAN, LEWIS
Property Class: 401 9750 MELISSA LN
Map #: Township of Springfield DAVISBURG, MI 48350-1202

Land Value Estimates for Land Table 10000.10000 ACREAGE

* Factors *

Description	Frontage	Depth	Front	Depth	Rate	%Adj.	Reason	Value
10000 ACRE 2023			9.490 Acres		18,680	100		177,277
ROW			0.520 Acres		0	100		0
		10.01	Total Acres		Total Est.		Land Value =	177,277

Land Improvement Cost Estimates

Description	Rate	Size	% Good	Cash Value
D/W/P: 4in Concrete	7.06	264	58	1,081
D/W/P: 4in Concrete	7.06	156	58	639
Total Estimated Land Improvements				True Cash Value = 1,720

Cost Est. for Res. Bldg: 1 Single Family TriLevel/Quad Cls C 10 Blt 1981

(11) Heating System: Forced Heat & Cool

Ground Area = 2478 SF Floor Area = 4268 SF.

Phy/Ab.Phy/Func/Econ/Comb. % Good=58/100/100/100/58

Building Areas

Stories	Exterior	Foundation	Size	Cost New	Depr. Cost
Bi-Level	Siding/Brick	Bi-Lev.100%	1,470		
2 Story	Siding	Basement	264		
1 Story	Siding	Basement	744		
1 Story	Siding	Overhang	56		
		Total:		473,616	274,703

Other Additions/Adjustments

Plumbing

3 Fixture Bath	2	9,423	5,465
Ceramic Tile Floor	3	3,407	1,976
Ceramic Tub Alcove	3	2,288	1,327

Water/Sewer

1000 Gal Septic	1	4,933	2,861
Water Well, 200 Feet	1	10,895	6,319

Porches

CPP	64	1,493	866
-----	----	-------	-----

Garages

Class: C Exterior: Siding Foundation: 42 Inch (Unfinished)

Basement Garage: 3 Car	1	4,983	2,890
------------------------	---	-------	-------

Built-Ins

Appliance Allow.	1	2,806	1,627
Jacuzzi repl.Tub	1	6,721	3,898

Fireplaces

Interior 2 Story	1	6,741	3,910
2nd on Same Stack	1	4,426	2,567
Exterior 2 Story	1	8,137	4,719

Deck

Treated Wood	812	10,694	6,203
--------------	-----	--------	-------

Totals: 550,563 319,331

Notes:

ECF (38000 SD 130 - > 3,000 SF) 0.765 => TCV: 244,288

Ag. Bld 1 1981, 4 Wall Utility Building

Class:D,Pole

Quality:Low Cost

02/28/2023
02:02 PM

Valuation Report

DB: Assessing

Parcel Number: U -07-06-400-019

Page: 2

Height: 10 ft

Description	Rate	Size	Cost New
Base Cost	4.26	1200	5,112
Default Walls	5.47	1200	6,564

Phy/Ab.Phy/Func/Econ/Comb. % Good=39/100/100/100/39 Depr. Cost = 4,554
ECF (38000 SD 130 - > 3,000 SF) 0.765 => TCV of Bldg: 1 = 3,484

Ag. Bld 2 1981, Lean-To Utility Shed, Lean-To Class:D,Pole Quality:Low Cost
Height: 10 ft

Description	Rate	Size	Cost New
Base Cost	3.33	560	1,865
Default Walls	6.45	420	2,709

Phy/Ab.Phy/Func/Econ/Comb. % Good=39/100/100/100/39 Depr. Cost = 1,784
ECF (38000 SD 130 - > 3,000 SF) 0.765 => TCV of Bldg: 2 = 1,365

Total Estimated True Cash Value of Agricultural Buildings = 4,849

2023 Est. T.C.V. U -07-06-400-019 = 428,134

Est. TCV/Total Floor Area = 100.31, Most recent sale 02/08/2022 for 360,000

2022 Assessed	MBOR	S.E.V.	Base for Cap	C.P.I.		
201,680	201,680	201,680	142,720	5.00		
2023 New	Eq. Adjustment	Loss	Additions	Tax Adjustment	Losses	
0	12,390	0	0	71,350	0	
2023 Assessed	MBOR	S.E.V.	Capped	->Taxable<-	PRE/MBT	
214,070	214,070	214,070	149,850	214,070	214,070	

September 13, 2023

Mr. Brian Piper, Assessing & Zoning Assistant
Springfield Township
12000 Davisburg Rd.
Davisburg, MI 48350

Re: Request to enroll a contiguous farm unit 9750 Melissa Ln. (parcel ID # 07-06-400-019) located in Springfield Township into the Farmland and Open Space Preservation Program (FOSP), commonly known as Public Act 116.

Dear Mr. Piper:

The Oakland County Department of Economic Development (OCED), Planning & Local Business Development (PLBD) Division's staff has reviewed the above request which was submitted via email on September 12, 2023. The following observations are provided for the benefit of the reviewing agency.

- A. The current Springfield Township Master Plan was adopted in 2016 following a review and recommendation by the Oakland County Coordinating Zoning Committee (CZC). The plan's policies focus on the protection and preservation of agricultural, recreational, and conservation lands within Springfield Township. The property's current/last known use is single family residential with agricultural/farmland (2020 aerial image below). The Oakland County 2022 Land Use Statistics and Composite Master Plan show the property as *Single Family, 2.5 to 4.9 acres*. The data provided by Oakland County does not identify "agriculture" as a Master Plan future land use. Oakland County data has been added/attached to the end of this review.



- B. The Springfield Township Zoning Ordinance (STZO) and zoning map (amended in August of 2017) classifies the parcel as R-1A, *Suburban Estates* (2.5 acre minimum). The *Suburban Estate* Zoning District is to provide areas of one-family dwelling units while maintaining and persevering open space, natural areas, and the existing rural environment. Agricultural and farming activities are permitted within this zoning classification where residential in conjunction with agricultural uses is permitted on properties of adequate size (STZO, Div. 5, Sec. 40-273). Specific to this application, the defined zoning district allows for *agricultural, farming, and maintenance of animals, subject to the provisions of section 40-644, maintenance of animals*, per the permitted uses listed in Division 5, Section 40-274(2) of the current STZO. One-family detached dwellings; parks (including picnic grounds, nature trails, playgrounds, botanical gardens, woodland preserves, wildlife preserves or similar facilities for outdoor recreation); family childcare facilities; public utility buildings; and State licensed residential facilities are also permitted under the current zoning per Division 5, Section 40-274 of the STZO.
- C. Springfield Township's 2016 Master Plan (STMP) shows the property is planned for *Low Density Residential* on the Future Land Use (FLU) Map #1 (page 55 of the STMP). In *Table #1 Planned Land Use*, the STMP identifies the subject property's classification category as *Low Density Single Family Residential*, which is the highest planned land use within the township at 40.7%.
- D. Oakland County Department of Economic Development, PLBD staff has reviewed the proposal and supports efforts to preserve natural resources and agricultural lands. Part of the strength of Oakland County is the diversity of the natural and built environments. Using PA 116 to preserve agricultural land contributes toward preserving that diversity. It is our analysis of the proposal that we feel the property appropriately fits the use of PA 116.

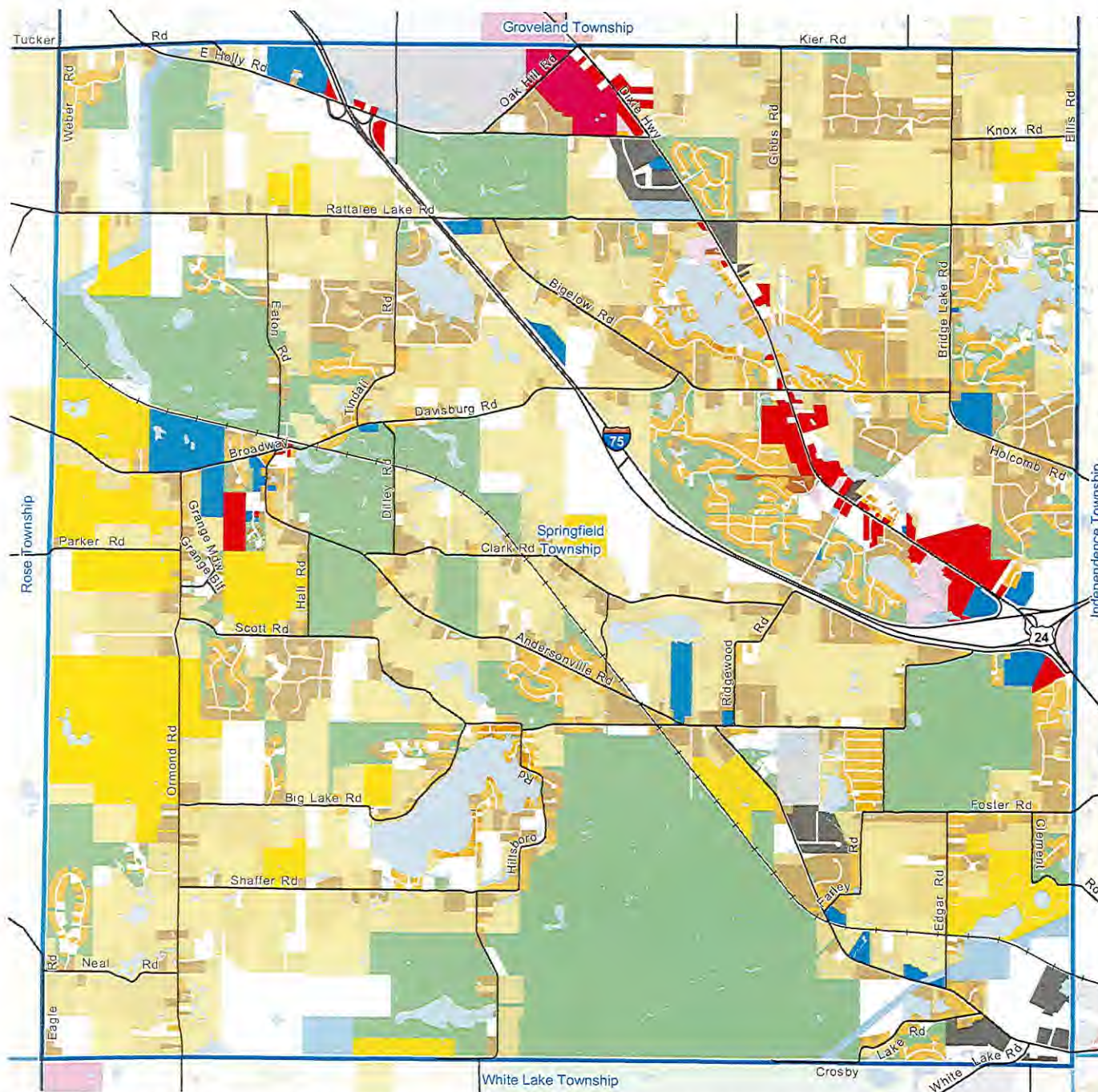
Please note: The application submitted for property 07-06-400-019 has the address of 1750 Melissa Ln., which is incorrect as that address identifies the property adjacent to the south. The review above has been submitted for 9750 Melissa Ln. which matches the submitted tax information and corresponds to the applicant, Lewis Trojan, which is the current owner of the subject property.

Thank you for the opportunity to comment on this request. If I may be of further assistance, please do not hesitate to contact me at 248.858.0389 or email me at krees@oakgov.com.

Respectfully,



Scott E. Kree | Senior Planner
Oakland County Department of Economic Development
Planning & Local Business Development Division



Executive Office Building
2100 Pontiac Lake Road, Bldg. 411W
Waterford, MI 48328-0412
248.858.0720
www.oakgov.com/ez



2022 Land Use

Township of Springfield

Legend

- Agricultural
- Single Family, 10 acres or greater
- Single Family, 5 to 9.9 acres
- Single Family, 2.5 to 4.9 acres
- Single Family, 1 to 2.4 acres
- Single Family, 14,000 to 43,559 sq. ft.
- Single Family, 8,000 to 13,999 sq. ft.
- Single Family, Less than 8,000 sq. ft.
- Single Family, More than one unit per parcel
- Multiple Family
- Mobile Home Park
- Commercial/Office
- Industrial
- Public/Institutional
- Recreation/Conservation
- Transportation/Utility/Communication
- Vacant
- Extractive



1 inch = 4,625 feet

Map created on December 6, 2022

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 such. Users should consult the information sources mentioned above when questions arise.

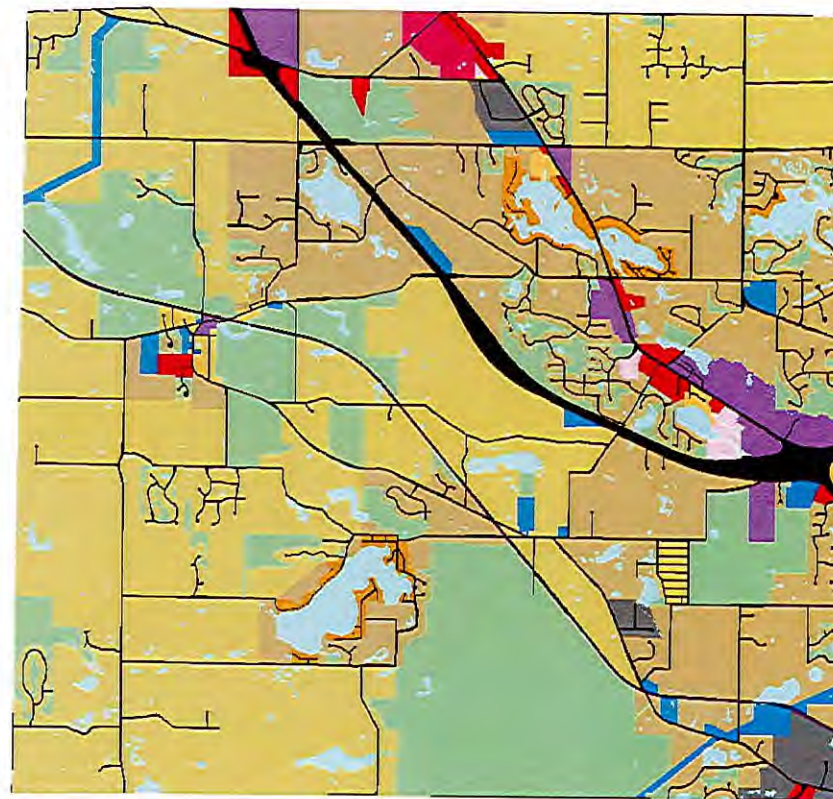
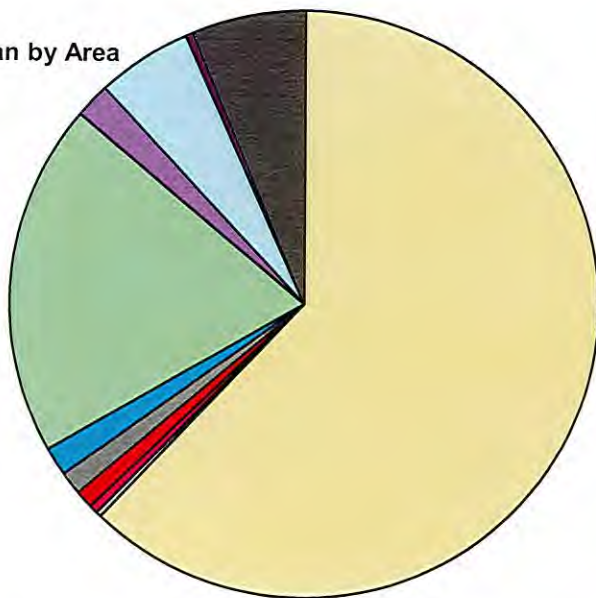
Township of Springfield Composite Master Plan Statistics

Land Use	Area (ac.)	Area (%)
Single Family Residential	14,554.5	62.1%
Multiple Family	65.8	0.3%
Mobile Home Park	110.9	0.5%
Commercial/Office	230.7	1.0%
Industrial	300.3	1.3%
Public/Institutional	375.7	1.6%
Recreation/Conservation	4,568.1	19.5%
Mixed Use	455.0	1.9%
Reclamation Plan		
Water	1,228.0	5.2%
Railroad Right-of-Way	93.1	0.4%
Road Right-of-Way	1,468.3	6.3%
Total	23,450.3	100.0%

Single Family by Lot Size	Area (ac.)	Area (%)
10 acres or greater		
5 to 9.9 acres		
2.5 to 4.9 acres	8,531.3	58.6%
1 to 2.4 acres	5,599.0	38.5%
14,000 to 43,559 sq. ft.	175.8	1.2%
8,000 to 13,999 sq. ft.		
Less than 8,000 sq. ft.	248.3	1.7%
Single Family Sub-total	14,554.5	100.0%

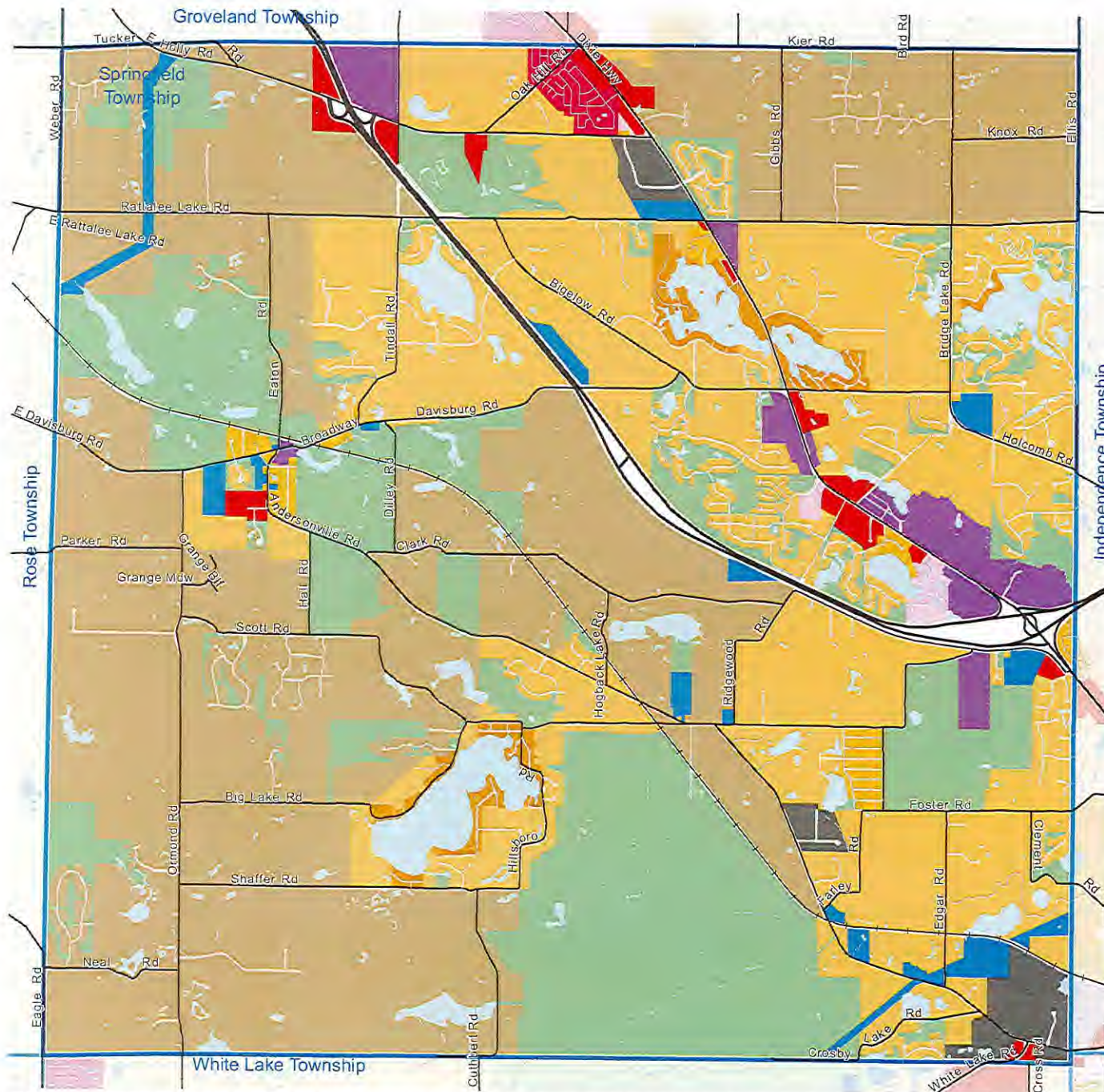
Composite Master Plan by Area

- Single Family Residential
- Multiple Family
- Mobile Home Park
- Commercial/Office
- Industrial
- Public/Institutional
- Recreation/Conservation
- Mixed Use
- Reclamation Plan
- Water
- Railroad Right-of-Way
- Road Right-of-Way



For more information, maps, or questions about this data, please contact Oakland County Economic Development at (248) 858-0720.

These statistics represent a generalized future land use based on each community's master plan. Right-of-way and water figures are based on existing conditions.



Executive Office Building
2100 Pontiac Lake Road, Bldg. 41W
Waterford, MI 48328-0412
248.858.0720
www.oakgov.com/luz



Composite Master Plan Township of Springfield

Legend

- Single Family, 10 acres or greater
- Single Family, 5 to 9.9 acres
- Single Family, 2.5 to 4.9 acres
- Single Family, 1 to 2.4 acres
- Single Family, 14,000 to 43,559 sq. ft.
- Single Family, 8,000 to 13,999 sq. ft.
- Single Family, Less than 8,000 sq. ft.
- Multiple Family Residential
- Mobile Home Park
- Commercial/Office
- Industrial
- Public/Institutional
- Recreation/Conservation
- Mixed Use
- Reclamation Plan

This map represents a generalized future land use based on each community's master plan.



1 inch = 4,630 feet

Map created on January 9, 2023

*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.

Oakland Conservation District
7150 Dixie Highway, Suite 2
Clarkston, Michigan 48346
Tel 248-922-7822
Email OaklandConservation@gmail.com



Springfield Township
12000 Davisburg Road
Davisburg, MI 48350

Dear Springfield Township Board,

The Oakland Conservation District has visited the property of Lewis Trojan on Melissa Lane for an application for a PA116 of the Natural Resources and Environmental Protection Act.

This parcel is in Section 06 T4N R8E. The Oakland Conservation District concurs with the property as a working farm for egg production/ cash crops fruit. We agree with the 10 acres of cropland for agricultural purposes.

Sincerely,

A handwritten signature in dark ink, reading "Patrick J. Costello, Chairman". The signature is written in a cursive style.

Patrick Costello

Oakland Conservation District Board Chair

The Oakland Conservation District is dedicated to promoting sound environmental stewardship in Oakland County by providing residents with reliable information and technical assistance regarding the management and use of our natural resources.

All programs of the Oakland Conservation District on a nondiscriminatory basis without regard to race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital status.

SPRINGFIELD CHARTER TOWNSHIP



MEMO

TO: Township Board
FROM: Laura Moreau, Supervisor
DATE: October 2, 2023
RE: **FSA Renewal – 2024**

It's time to consider renewing the Township's FSA plan for 2024. The general administration of the plan should not change, but the board needs to set a contribution limit for 2024. The Township has held the maximum contribution amount to \$2500 for the past four years, even though the IRS maximum contribution amount has increased. For 2024, the board may want to consider increasing the contribution amount due to rising costs.

FSA Contributions

Year	IRS Max	Twp Max
2020	\$2750	\$2500
2021	\$2850	\$2500
2022	\$2850	\$2500
2023	\$3050	\$2500
2024	\$3200	

Motion Request: Authorize renewal of the BASIC FSA (Flexible Spending Account) for 2024 with the maximum employee contribution amount of _____.

SPRINGFIELD CHARTER TOWNSHIP

LAURA MOREAU, SUPERVISOR

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



MEMO

TO: Township Board
FROM: Laura Moreau, Supervisor *LM*
DATE: October 5, 2023
RE: 2024 Medical Plan Renewal and Employee Contribution

Earlier this week we received the Blue Care Network HMO medical plan renewal pricing and additional plan options from our benefits consultant, Michigan Planners. The proposal is attached for review along with a memo from Clerk Miller providing the PA 152 Hard Cap Analysis. Typically, the PA 152 memo and resolution are placed on the consent agenda in November, but I asked Sean to complete the analysis to assist with our review of the medical plan expense and employee contribution rates.

To continue with the same HMO Platinum Plan in 2024, the rate will increase by 9.04%. We tentatively planned for a 10% increase, so the expense is within the budgets reviewed at the September 27 workshop. As summarized in the email from Michigan Planners, four additional options are offered ranging from an 11.65% reduction to a 7.65% increase over the 2023 rates of the current plan. Based on my initial review of the alternative plans, I am not inclined to change. The two closest alternatives to our current plan include either a significant jump in deductible, or an increase in office co-pays with a jump in coinsurance and out-of-pocket maximum. What I believe is most desirable about our current plan (both as an employer and an employee) is that it makes routine care very affordable. There is no deductible to meet, and office visit co-pays are very reasonable at \$20 for PCP, \$30 for specialist, and \$35 for urgent care. I would not want our staff to think twice about seeing a doctor or scheduling an annual physical because they haven't met the \$500 deductible. Likewise, I wouldn't want to give only two months' notice to double the coinsurance on an upcoming surgical procedure. If the Board would like to explore the new options, I agree with a suggestion from Treasurer Dubre to review the plans early next year and possibly schedule a meeting with staff and Michigan Planners.

Regarding employee contribution, currently the per month rates are \$50/single, \$100/2-person, \$200/family. When the Township first transitioned from a PPO plan to HMO in 2010, we eliminated the employee contribution for up to 2-person coverage (those on a family plan paid the difference between family and 2-person rate). Beginning in 2011 we had to begin complying with PA 152. In November 2011, the analysis and documentation I provided for the Board meeting demonstrated that the Township had significantly decreased our overall healthcare expense. Even with zero contribution for up to 2-person plans, the Township's direct cost was just 1.27% above the Hard Cap.

With the 2015 plan year, we were required to change plans to an Affordable Care Act (ACA) compliant plan. At the same time, we reinstituted the employee contribution. Because the ACA required that rates are based on the ages of covered individuals, there were no longer standard single, 2-person, and family rates. We found that, due to the age of some employees, we had some 2-person plans at a greater cost to the Township than family plans. Ultimately the Board determined to move hospitalization expense for each fund into one cost center, rather than budget for medical by department. We further established the single, 2-person, and family contribution rates that have remained the same since 2015.

With back-to-back medical plan increases of around 10%, I began this year's analysis thinking it might be time to adjust the employee contribution. Below is a chart providing some benchmarks over the past nine years. In 2015 when we reinstituted the employee contribution, the net cost to the Township was 5% greater than the state's hard cap maximum, and the average annual cost per employee on the plan was nearly \$13,000. By 2019 we had a few years of minor increases or even decreases in plan rates, and we were at only about \$11,000 per employee and 20% under the state hard cap. With this considerable savings, we did not lower the employee contribution during these years. Now for the 2024 renewal we're just above \$13,000 for the average cost per employee, and based on Sean's analysis, the net cost to the Township using the current employee contribution rates will be 16% less than the hard cap.

PLAN YEAR	EMPLOYEES ON PLAN	TOTAL NET COST TO TOWNSHIP	AVERAGE COST PER EMPLOYEE	PA 152 OF 2011 NET COST TO HARD CAP ANALYSIS
2015	14	\$178,572.36	\$12,755.17	5% Greater Than Hard Cap
2019	18	\$194,963.28	\$10,831.29	20% Less Than Hard Cap
2024	25	\$330,692.28	\$13,227.69	16% Less Than Hard Cap

We have added more full-time employees on our medical plan, but in the past nine years, the average cost per employee for medical coverage has increased less than \$500 per year. Considering the increased cost of living and nominal pay increases for most employees this year, my recommendation is to make no changes to the current medical plan and employee contribution rates.

Suggested Motion

Move to renew the Township's medical, dental, and vision benefits for 2024 with BCN HMO Platinum 10% as outlined in the Michigan Planner's 2024 Employee Benefits Proposal and continue the employee contribution rates at Single, \$50.00; Two-person, \$100.00; and Family, \$200.00.


SPRINGFIELD CHARTER TOWNSHIP

SEAN R. MILLER, CLERK

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



Memo

To: Township Board
From: Sean Miller, Clerk 
Date: 10/4/2023
Re: 2024 PA 152 Hard Cap Analysis

Attached is a chart that details the 2024 public employer “hard cap” contribution limits for medical benefit plans and Springfield Township’s total medical plan expense. These numbers assume that we maintain the same contribution amounts of \$50 per month for one-person coverage, \$100 per month for two-person coverage, and \$200 per month for family coverage. As in the past few years, the State of Michigan Hard Cap limit exceeds the total Township expense for medical/RX coverage.

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

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

The Township could elect option 1 since our total expense is **\$63,609.78 under the Hard Cap limit**. However, since 2011, the Board has adopted the Exemption Option “in recognition of the history of Springfield Township’s successful efforts to reduce the cost of Township employee healthcare long before the State mandate.” I have attached proposed Resolution 2023-18 to adopt the Exemption Option for plan year 2024 as set forth in Public Act 152 of 2011, the Publicly Funded Health Insurance Contribution Act should the Board choose to continue adopting the Exemption Option.

Recommendation:

Adopt Resolution 2023-18 to adopt the Exemption Option for plan year 2024 as set forth in Public Act 152 of 2011, the Publicly Funded Health Insurance Contribution Act.

Respectfully,
Sean R. Miller
Township Clerk

**PA 152 – Publicly Funded Health Insurance Contribution Act
Springfield Township 2024 Medical Plan Analysis**

HARD CAP PUBLIC EMPLOYER CONTRIBUTION LIMIT

COVERAGE	HARD CAP MAX	NUMBER COVERED	CONTRIBUTION LIMIT
Single	\$7,702.85	8	\$61,662.80
2-Person	\$16,109.06	5	\$80,545.30
Family	\$21,007.83	12	\$252,093.96
TOTAL HARD CAP LIMIT			\$394,302.06

2024 TOWNSHIP MEDICAL/RX PLAN EXPENSE

COVERAGE	TOTAL MED/RX PREMIUM	EMPLOYEE CONTRIBUTION	TOWNSHIP EXPENSE
Single	\$48,981.96	\$4,800	\$44,181.96
2-Person	\$79,665.36	\$6,000	\$73,665.36
Family	\$241,644.96	\$28,800	\$212,844.96
TOTAL TOWNSHIP EXPENSE			\$330,692.28
AMOUNT HARD CAP LIMIT EXCEEDS TOWNSHIP EXPENSE			\$63,609.78

Prepared For :



SPRINGFIELD
CHARTER TOWNSHIP



January 1, 2024

2024 EMPLOYEE BENEFITS PROPOSAL



MICHIGAN
PLANNERS

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EXECUTIVE SUMMARY

CURRENT PLAN OVERVIEW

BLUE CARE NETWORK & BLUE CROSS BLUE SHIELD OF MI

- Medical, dental & vision rates are quoted for renewal of January 1, 2024.
- Once approved, rates will be guaranteed until next renewal of January 1, 2025.
- Number of plan offerings: For groups with 1-2 enrolled, one BCBSM/BCN package for each enrolled medical contract. For groups with 3+ enrolled medical contracts, up to three BCBSM/BCN benefit packages in total. For groups with 4+ enrolled medical contracts, no more than four BCBSM/BCN benefit packages in total.
- Monthly premium is based on the following:
 - # of subscribers: 25
 - One Person: 8
 - Two Person: 4
 - Family: 13
 - # of members: 63
- A second plan offering is open (BCN HMO Platinum 2) however there is no current enrollment.

BIG ENOUGH TO SERVE, SMALL ENOUGH TO CARE.™



MI MEDICAL / DENTAL / VISION BENEFITS



Charter Twp of Springfield
Group #: 00158021-0001-0001

	BCN HMO Platinum 10%	BCN HMO Platinum Option 1	BCN HMO Platinum	BCN HMO Platinum Option 2
	In-Network	In-Network	In-Network	In-Network
Deductible	\$0	\$0	\$500 / \$1,000	\$0
Coinsurance	90% / 10%	90% / 10%	100%	80% / 20%
Coinsurance maximum	\$1,000 / \$2,000	\$1,000 / \$2,000	N / A	\$1,000 / \$2,000
Out-of-pocket maximum	\$5,000 / \$10,000	\$5,000 / \$10,000	\$1,500 / \$3,000	\$6,600 / \$13,200
	Benefit Description	Benefit Description	Benefit Description	Benefit Description
PCP / Specialist	\$20 / \$30	\$20 / \$30	\$20 / \$30	\$25 / \$35
Telemedicine	Covered - 100%	Covered - 100%	Covered - 100%	Covered - 100%
ER / Urgent care	\$150 / \$35	\$150 / \$35	\$150 after deductible / \$35	\$150 / \$35
High-tech imaging	\$150	\$150	\$150 after deductible	\$150
Prescription drugs	\$4 / \$15 / \$40 / \$80 / 20% (max \$200) / 20% (max \$300)	\$4 / \$15 / \$40 / \$80 / 20% (max \$200) / 20% (max \$300)	\$4 / \$15 / \$40 / \$80 / 20% (max \$200) / 20% (max \$300)	\$4 / \$15 / \$40 / \$80 / 20% (max \$200) / 20% (max \$300)
	Additional Information	Additional Information	Additional Information	Additional Information
Plan riders	Custom Select Drug List	Custom Select Drug List	Custom Select Drug List	Custom Select Drug List
Provider network	BCN HMO	BCN HMO	BCN HMO	BCN HMO
Dental insurance	Voluntary Blue Dental 100/80/50/50; \$1,000	Voluntary Blue Dental 100/80/50/50; \$1,000	Voluntary Blue Dental 100/80/50/50; \$1,000	Voluntary Blue Dental 100/80/50/50; \$1,000
Vision insurance	Voluntary Blue Vision 12/12/24	Voluntary Blue Vision 12/12/24	Voluntary Blue Vision 12/12/24	Voluntary Blue Vision 12/12/24
Pediatric dental & vision	Included	Included	Included	Included
	Current	Renewal	Proposed	Proposed
Monthly Premium	\$30,828.59	\$33,616.01	\$33,185.56	\$32,837.93
Annual Premium	\$369,943.08	\$403,392.12	\$398,226.72	\$394,055.16
Annual Difference		\$33,449.04	\$28,283.64	\$24,112.08
Percent Change		9.04%	7.65%	6.52%



MI MEDICAL / DENTAL / VISION BENEFITS



Charter Twp of Springfield
Group #: 00158021-0001-0001

	BCN HMO Platinum 10%	BCN HMO Platinum Option 1	BCN HMO Fixed Cost Platinum	BCN HMO Gold
	In-Network	In-Network	In-Network	In-Network
Deductible	\$0	\$0	\$0	\$0
Coinsurance	90% / 10%	90% / 10%	100%	70% / 30%
Coinsurance maximum	\$1,000 / \$2,000	\$1,000 / \$2,000	N / A	N / A
Out-of-pocket maximum	\$5,000 / \$10,000	\$5,000 / \$10,000	\$4,000 / \$8,000	\$9,450 / \$18,900
	Benefit Description	Benefit Description	Benefit Description	Benefit Description
PCP / Specialist	\$20 / \$30	\$20 / \$30	\$15 / \$30	\$40 / \$60
Telemedicine	Covered - 100%	Covered - 100%	Covered - 100%	Covered - 100%
ER / Urgent care	\$150 / \$35	\$150 / \$35	\$250 / \$30	\$250 / \$60
High-tech Imaging	\$150	\$150	\$150	\$150
Prescription drugs	\$4 / \$15 / \$40 / \$80 / 20% (max \$200) / 20% (max \$300)	\$4 / \$15 / \$40 / \$80 / 20% (max \$200) / 20% (max \$300)	\$4 / \$15 / \$40 / \$80 / \$200 / \$300	\$15 / \$40 / \$80 / \$100 / 20% (max \$200) / 20% (max \$300)
	Additional Information	Additional Information	Additional Information	Additional Information
Plan riders	Custom Select Drug List	Custom Select Drug List	Custom Select Drug List	Custom Select Drug List
Provider network	BCN HMO	BCN HMO	BCN HMO	BCN HMO
Dental Insurance	Voluntary Blue Dental 100/80/50/50; \$1,000	Voluntary Blue Dental 100/80/50/50; \$1,000	Voluntary Blue Dental 100/80/50/50; \$1,000	Voluntary Blue Dental 100/80/50/50; \$1,000
Vision Insurance	Voluntary Blue Vision 12/12/24	Voluntary Blue Vision 12/12/24	Voluntary Blue Vision 12/12/24	Voluntary Blue Vision 12/12/24
Pediatric dental & vision	Included	Included	Included	Included
	Current	Renewal	Proposed	Proposed
Monthly Premium	\$30,828.59	\$33,616.01	\$31,595.59	\$27,237.50
Annual Premium	\$369,943.08	\$403,392.12	\$379,147.08	\$326,850.00
Annual Difference		\$33,449.04	\$9,204.00	-\$43,093.08
Percent Change		9.04%	2.49%	-11.65%

Small Group Rate Grid

Age	2024 BCN Platinum	2024 BCN Fixed Cost Platinum	2024 BCN Gold
0	\$ 278.37	\$ 263.99	\$ 224.57
1	\$ 278.37	\$ 263.99	\$ 224.57
2	\$ 278.37	\$ 263.99	\$ 224.57
3	\$ 278.37	\$ 263.99	\$ 224.57
4	\$ 278.37	\$ 263.99	\$ 224.57
5	\$ 278.37	\$ 263.99	\$ 224.57
6	\$ 278.37	\$ 263.99	\$ 224.57
7	\$ 278.37	\$ 263.99	\$ 224.57
8	\$ 278.37	\$ 263.99	\$ 224.57
9	\$ 278.37	\$ 263.99	\$ 224.57
10	\$ 278.37	\$ 263.99	\$ 224.57
11	\$ 278.37	\$ 263.99	\$ 224.57
12	\$ 278.37	\$ 263.99	\$ 224.57
13	\$ 278.37	\$ 263.99	\$ 224.57
14	\$ 278.37	\$ 263.99	\$ 224.57
15	\$ 303.11	\$ 287.45	\$ 244.53
16	\$ 312.57	\$ 296.42	\$ 252.16
17	\$ 322.03	\$ 305.40	\$ 259.79
18	\$ 332.22	\$ 315.06	\$ 268.01
19	\$ 342.41	\$ 324.72	\$ 276.23
20	\$ 352.96	\$ 334.73	\$ 284.74
21	\$ 363.88	\$ 345.08	\$ 293.55
22	\$ 363.88	\$ 345.08	\$ 293.55
23	\$ 363.88	\$ 345.08	\$ 293.55
24	\$ 363.88	\$ 345.08	\$ 293.55
25	\$ 365.34	\$ 346.46	\$ 294.72
26	\$ 372.61	\$ 353.36	\$ 300.60
27	\$ 381.35	\$ 361.64	\$ 307.64
28	\$ 395.54	\$ 375.10	\$ 319.09
29	\$ 407.18	\$ 386.14	\$ 328.48
30	\$ 413.00	\$ 391.67	\$ 333.18
31	\$ 421.74	\$ 399.95	\$ 340.22
32	\$ 430.47	\$ 408.23	\$ 347.27
Age	2024 BCN Platinum	2024 BCN Fixed Cost Platinum	2024 BCN Gold
COMP	\$ 519.82	\$ 519.82	\$ 519.82

Age	2024 BCN Platinum	2024 BCN Fixed Cost Platinum	2024 BCN Gold
33	\$ 435.93	\$ 413.41	\$ 351.67
34	\$ 441.75	\$ 418.93	\$ 356.37
35	\$ 444.66	\$ 421.69	\$ 358.72
36	\$ 447.57	\$ 424.45	\$ 361.07
37	\$ 450.48	\$ 427.21	\$ 363.41
38	\$ 453.39	\$ 429.97	\$ 365.76
39	\$ 459.22	\$ 435.49	\$ 370.46
40	\$ 465.04	\$ 441.01	\$ 375.16
41	\$ 473.77	\$ 449.29	\$ 382.20
42	\$ 482.14	\$ 457.23	\$ 388.95
43	\$ 493.79	\$ 468.27	\$ 398.35
44	\$ 508.34	\$ 482.08	\$ 410.09
45	\$ 525.44	\$ 498.30	\$ 423.89
46	\$ 545.82	\$ 517.62	\$ 440.33
47	\$ 568.74	\$ 539.36	\$ 458.82
48	\$ 594.94	\$ 564.21	\$ 479.95
49	\$ 620.78	\$ 588.71	\$ 500.80
50	\$ 649.89	\$ 616.31	\$ 524.28
51	\$ 678.64	\$ 643.57	\$ 547.47
52	\$ 710.29	\$ 673.60	\$ 573.01
53	\$ 742.32	\$ 703.96	\$ 598.84
54	\$ 776.88	\$ 736.75	\$ 626.73
55	\$ 811.45	\$ 769.53	\$ 654.62
56	\$ 848.93	\$ 805.07	\$ 684.85
57	\$ 886.78	\$ 840.96	\$ 715.38
58	\$ 927.17	\$ 879.26	\$ 747.97
59	\$ 947.18	\$ 898.24	\$ 764.11
60	\$ 987.57	\$ 936.55	\$ 796.69
61	\$ 1022.50	\$ 969.67	\$ 824.88
62	\$ 1045.43	\$ 991.41	\$ 843.37
63	\$ 1074.17	\$ 1018.68	\$ 866.56
64	\$ 1091.64	\$ 1035.24	\$ 880.65
65+	\$ 1091.64	\$ 1035.24	\$ 880.65

* We reserve the right to adjust rates if any of the assumptions or calculations used in the quoting process are incorrect. Final rates will be determined based on actual group enrollment and participation.

* Plans and rates are not final until they have been approved by DIFS and CMS

* Your agent is providing a Summary of Benefits and Coverage with this quote.

* To comply with the Patient Protection and Affordable Care Act, groups may be required to make changes to their health insurance coverage. This may result in an adjustment to the rates.

Small Group Rate Grid

Age	2024 BCN Platinum Option 2	2024 BCN Platinum Option 1	Blue Dental PPO Plus 80/50/50 Pediatric SG \$0}
0	\$ 275.22	\$ 282.26	\$ 19.33
1	\$ 275.22	\$ 282.26	\$ 19.33
2	\$ 275.22	\$ 282.26	\$ 19.33
3	\$ 275.22	\$ 282.26	\$ 19.33
4	\$ 275.22	\$ 282.26	\$ 19.33
5	\$ 275.22	\$ 282.26	\$ 19.33
6	\$ 275.22	\$ 282.26	\$ 19.33
7	\$ 275.22	\$ 282.26	\$ 19.33
8	\$ 275.22	\$ 282.26	\$ 19.33
9	\$ 275.22	\$ 282.26	\$ 19.33
10	\$ 275.22	\$ 282.26	\$ 19.33
11	\$ 275.22	\$ 282.26	\$ 19.33
12	\$ 275.22	\$ 282.26	\$ 19.33
13	\$ 275.22	\$ 282.26	\$ 19.33
14	\$ 275.22	\$ 282.26	\$ 19.33
15	\$ 299.69	\$ 307.35	\$ 19.33
16	\$ 309.04	\$ 316.95	\$ 19.33
17	\$ 318.40	\$ 326.54	\$ 19.33
18	\$ 328.47	\$ 336.87	\$ 19.33
19	\$ 338.54	\$ 347.20	\$ 0.00
20	\$ 348.98	\$ 357.90	\$ 0.00
21	\$ 359.77	\$ 368.97	\$ 0.00
22	\$ 359.77	\$ 368.97	\$ 0.00
23	\$ 359.77	\$ 368.97	\$ 0.00
24	\$ 359.77	\$ 368.97	\$ 0.00
25	\$ 361.21	\$ 370.45	\$ 0.00
26	\$ 368.40	\$ 377.83	\$ 0.00
27	\$ 377.04	\$ 386.68	\$ 0.00
28	\$ 391.07	\$ 401.07	\$ 0.00
29	\$ 402.58	\$ 412.88	\$ 0.00
30	\$ 408.34	\$ 418.78	\$ 0.00
31	\$ 416.97	\$ 427.64	\$ 0.00
32	\$ 425.61	\$ 436.49	\$ 0.00

Age	2024 BCN Platinum Option 2	2024 BCN Platinum Option 1	Blue Dental PPO Plus 80/50/50 Pediatric SG \$0}
COMP	\$ 519.82	\$ 519.82	\$ 0.00

Age	2024 BCN Platinum Option 2	2024 BCN Platinum Option 1	Blue Dental PPO Plus 80/50/50 Pediatric SG \$0}
33	\$ 431.00	\$ 442.03	\$ 0.00
34	\$ 436.76	\$ 447.93	\$ 0.00
35	\$ 439.64	\$ 450.88	\$ 0.00
36	\$ 442.52	\$ 453.83	\$ 0.00
37	\$ 445.40	\$ 456.78	\$ 0.00
38	\$ 448.27	\$ 459.74	\$ 0.00
39	\$ 454.03	\$ 465.64	\$ 0.00
40	\$ 459.79	\$ 471.54	\$ 0.00
41	\$ 468.42	\$ 480.40	\$ 0.00
42	\$ 476.70	\$ 488.89	\$ 0.00
43	\$ 488.21	\$ 500.69	\$ 0.00
44	\$ 502.60	\$ 515.45	\$ 0.00
45	\$ 519.51	\$ 532.79	\$ 0.00
46	\$ 539.66	\$ 553.46	\$ 0.00
47	\$ 562.32	\$ 576.70	\$ 0.00
48	\$ 588.22	\$ 603.27	\$ 0.00
49	\$ 613.77	\$ 629.46	\$ 0.00
50	\$ 642.55	\$ 658.98	\$ 0.00
51	\$ 670.97	\$ 688.13	\$ 0.00
52	\$ 702.27	\$ 720.23	\$ 0.00
53	\$ 733.93	\$ 752.70	\$ 0.00
54	\$ 768.11	\$ 787.75	\$ 0.00
55	\$ 802.29	\$ 822.80	\$ 0.00
56	\$ 839.34	\$ 860.81	\$ 0.00
57	\$ 876.76	\$ 899.18	\$ 0.00
58	\$ 916.69	\$ 940.14	\$ 0.00
59	\$ 936.48	\$ 960.43	\$ 0.00
60	\$ 976.42	\$ 1001.38	\$ 0.00
61	\$ 1010.95	\$ 1036.81	\$ 0.00
62	\$ 1033.62	\$ 1060.05	\$ 0.00
63	\$ 1062.04	\$ 1089.20	\$ 0.00
64	\$ 1079.31	\$ 1106.91	\$ 0.00
65+	\$ 1079.31	\$ 1106.91	\$ 0.00

* We reserve the right to adjust rates if any of the assumptions or calculations used in the quoting process are incorrect. Final rates will be determined based on actual group enrollment and participation.

* Plans and rates are not final until they have been approved by DIFS and CMS

* Your agent is providing a Summary of Benefits and Coverage with this quote.

* To comply with the Patient Protection and Affordable Care Act, groups may be required to make changes to their health insurance coverage. This may result in an adjustment to the rates.

Dental Contribution Type: Voluntary

Vision Contribution Type: Voluntary

Requested Effective Date: 1/1/2024

Rating Area: B

Small Group Rate Grid

Age	Blue Dental PPO 100/80/50/50 (80/50/50/50) 1000 Voluntary SG \$1000} (Vol)	Blue Vision 12-12-24 10 Voluntary (Vol)
0	\$ 41.15	\$ 0.00
1	\$ 41.15	\$ 0.00
2	\$ 41.15	\$ 0.00
3	\$ 41.15	\$ 0.00
4	\$ 41.15	\$ 0.00
5	\$ 41.15	\$ 0.00
6	\$ 41.15	\$ 0.00
7	\$ 41.15	\$ 0.00
8	\$ 41.15	\$ 0.00
9	\$ 41.15	\$ 0.00
10	\$ 41.15	\$ 0.00
11	\$ 41.15	\$ 0.00
12	\$ 41.15	\$ 0.00
13	\$ 41.15	\$ 0.00
14	\$ 41.15	\$ 0.00
15	\$ 41.15	\$ 0.00
16	\$ 41.15	\$ 0.00
17	\$ 41.15	\$ 0.00
18	\$ 41.15	\$ 0.00
19	\$ 24.14	\$ 4.84
20	\$ 24.14	\$ 4.84
21	\$ 24.14	\$ 4.77
22	\$ 24.35	\$ 4.71
23	\$ 24.59	\$ 4.66
24	\$ 24.86	\$ 4.62
25	\$ 25.15	\$ 4.59
26	\$ 25.44	\$ 4.58
27	\$ 25.73	\$ 4.57
28	\$ 26.07	\$ 4.57
29	\$ 26.40	\$ 4.59
30	\$ 26.77	\$ 4.61
31	\$ 27.13	\$ 4.63
32	\$ 27.52	\$ 4.67

Age	Blue Dental PPO 100/80/50/50 (80/50/50/50) 1000 Voluntary SG \$1000} (Vol)	Blue Vision 12-12-24 10 Voluntary (Vol)
COMP	\$ 48.37	\$ 5.62

Age	Blue Dental PPO 100/80/50/50 (80/50/50/50) 1000 Voluntary SG \$1000} (Vol)	Blue Vision 12-12-24 10 Voluntary (Vol)
33	\$ 27.93	\$ 4.71
34	\$ 28.34	\$ 4.75
35	\$ 28.77	\$ 4.81
36	\$ 29.23	\$ 4.86
37	\$ 29.69	\$ 4.92
38	\$ 30.17	\$ 4.98
39	\$ 30.68	\$ 5.05
40	\$ 31.18	\$ 5.11
41	\$ 31.71	\$ 5.18
42	\$ 32.27	\$ 5.25
43	\$ 32.83	\$ 5.32
44	\$ 33.40	\$ 5.39
45	\$ 34.01	\$ 5.46
46	\$ 34.61	\$ 5.52
47	\$ 35.24	\$ 5.58
48	\$ 35.89	\$ 5.65
49	\$ 36.54	\$ 5.70
50	\$ 37.22	\$ 5.75
51	\$ 37.92	\$ 5.80
52	\$ 38.62	\$ 5.84
53	\$ 39.34	\$ 5.88
54	\$ 40.09	\$ 5.91
55	\$ 40.84	\$ 5.93
56	\$ 41.61	\$ 5.95
57	\$ 42.41	\$ 5.95
58	\$ 43.20	\$ 5.95
59	\$ 44.02	\$ 5.94
60	\$ 44.87	\$ 5.91
61	\$ 45.71	\$ 5.88
62	\$ 46.58	\$ 5.84
63	\$ 47.48	\$ 5.78
64	\$ 48.37	\$ 5.71
65+	\$ 48.37	\$ 5.62

* We reserve the right to adjust rates if any of the assumptions or calculations used in the quoting process are incorrect. Final rates will be determined based on actual group enrollment and participation.

* Plans and rates are not final until they have been approved by DIFS and CMS

* Your agent is providing a Summary of Benefits and Coverage with this quote.

* To comply with the Patient Protection and Affordable Care Act, groups may be required to make changes to their health insurance coverage. This may result in an adjustment to the rates.

2023-18

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

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

WHEREAS, the three options are as follows:

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

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

NOW, THEREFORE, BE IT RESOLVED the Township Board of Springfield Charter Township elects to comply with the requirements of 2011 Public Act 152, the Publicly Funded Health Insurance Contribution Act, by adopting the annual Exemption option for medical benefit plan coverage from January 1, 2024 through December 31, 2024.

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 Resolution was adopted at a Regular Meeting of the Springfield Township Board held on October 12, 2023.

CHARTER TOWNSHIP OF SPRINGFIELD

SEAN R. MILLER, Clerk



Memo

To: Township Board – NEW BUSINESS
From: Sean Miller, Clerk
Date: October 2, 2023
Re: Oakland County Early Voting Agreement

INTRODUCTION:

In November 2022, Michigan voters approved Proposal 22-2, a constitutional amendment that gives voters the right to vote early and in person at early voting sites before State and Federal elections. The proposal passed with 59.99% (2,586,269 voters) voting yes and 40.01% (1,725,130 voters) voting no. Early voting allows a voter to cast a ballot before Election Day, in an experience similar to voting on Election Day.

County and municipal clerks are responsible for implementing and administering early voting for communities. Local clerks are encouraged to collaborate with their neighboring jurisdictions and/or the county to run early voting in an efficient manner.

Oakland County has divided the county up into regions and we are in a proposed region with Holly Township and Rose Township to provide early voting at the Springfield Oaks Activity Center. I believe that this proposed early voting partnership is the most cost efficient, sustainable, and practical method to meet the new constitutional requirements.

BACKGROUND:

Article 2, section 4(m) of the Michigan Constitution now requires each municipality to have at least one early voting site for State and Federal elections. To achieve that, the following three options are available to municipalities: (1) Entering into an agreement with the county (and potentially other municipalities); (2) Entering into a municipal agreement and jointly conducting early voting with one or more other municipalities in the same county; or (3) Offering early voting as a single municipality. The Michigan Bureau of Elections has drafted model agreements and plans to facilitate that process. It's important to note that this is not a county takeover of our elections, it is a partnership and I have volunteered to be the site supervisor for all 9 days of early voting, thus ensuring that control over Springfield Township's elections stays in Springfield Township.

At least one early voting site must be available to all voters in every city and township. In partnering with Oakland County, a regional early voting site will be provided that hosts early voting for the Springfield, Holly, and Rose voters.

For this countywide agreement, the Oakland County Elections Division worked with local clerks to identify regional partnerships (groupings of cities and townships) and select the number and locations of early voting sites that would work best for the county-wide plan. Local and county officials worked together to examine Oakland County's population density, site accessibility, and expected voter turnout.

In preparation for early voting, I have been reviewing communications and materials from the Bureau of Elections, Michigan Association of Municipal Clerks, Oakland County Clerk's Association, and the Oakland County Elections Division as well as taking the following steps as outlined below:

- On June 1, 2023, Oakland County met with Springfield, Holly, Rose, Groveland, and Brandon Townships to discuss regional early voting site opportunities. None of the jurisdictions had a facility that was appropriate for hosting a regional early voting site. I suggested the Activity Center at Springfield Oaks.
- On June 28, 2023, Representatives from Oakland County Elections Division, Myself, the Rose Township Clerk and the Holly Township Clerk conducted a site visit to evaluate the Springfield Oaks Activity Center for early voting.
 - Also present during the site visit were Michelle Cox, and Trustees Hopper and Vallad as members of the Election Commission.
- On June 30, 2023, the Election Commission met to further discuss early voting and the site visit, and the Election Commission voted to authorize the Clerk to preliminarily opt into the Oakland County Early Voting Plan and establish Springfield Oaks Activity Center as the Early Voting Site. Treasurer Dubre also attended this meeting and expressed her support for this plan as it will significantly reduce costs.
- August 30, 2023, I attended the Michigan Association of Municipal Clerks Education Day where the Bureau of Elections gave an update to clerks across the state regarding the status of legislation and next steps for early voting.
- September 13, 2023 – Meeting with Oakland County, Rose Township, and Holly Township to review and finalize the details of the early voting agreement and plan.
 - The Oakland County Election Commission will be approving the early voting site locations.
 - Oakland County and local Clerks are working on the design of post cards for all electors in jurisdictions that are party to the countywide agreement to inform the voters of the early voting locations and hours of operation.
 - More meetings will be scheduled to inform and prepare local Clerks.

LEGAL REVIEW:

I asked Greg Need to review the proposed agreement. He has no objections to the language of the agreement and concurs with the recommended action. The new Constitutional provision requires the Township to offer in-person early voting for at least nine consecutive days prior to an election. The Constitutional requirement takes effect for the 2024 elections cycle. Partnering with the County and other municipalities is provided for and encouraged in the implementation legislation. The proposed agreement, as attached to this memo, complies with all requirements in the legislation.

FISCAL IMPACT:

Communities who partner with their counties have the opportunity to have up to 80% of their costs covered by a state-funded grant. Grants are distributed from a \$30 million appropriation by the State legislature for the implementation of early voting.

Under the agreement, the County will assume all costs related to the acquisition of equipment, software, and supplies; provide training for all early voting election inspectors; and conduct testing of all early voting electronic voting equipment. The costs related to staffing the early voting site, publications, and any rental or cleaning charges that are not reimbursed by the state or other entity (i.e. school district) will be equally divided between the participating municipalities. This means that our total costs for administering early voting will be 1/3 of what they would be if we administered early voting on our own.

By my estimation, administering early voting on our own would cost an additional \$40,000-\$50,000. Below is a table showing estimated costs associated with administering early voting on our own:

Item	Description	Totals
Election Inspector Pay	6 @ \$15/hr x 10 hours x 9 days x 3 elections (Does not include specific EV training sessions, or staff overtime).	\$24,300
Equipment and supplies	Ballot-on-demand system (if necessary), Additional EPB laptop, Vdrives, ballot bags, office supplies, additional signage, etc.	\$10,000
Noticing and publishing	Postage to send statutorily required notice to all 12,424 registered voters regarding early voting location and hours. Costs of printing unknown.	\$6,400
		\$40,700

As noted, the above total cost does not include additional training for election inspectors and staff overtime. Nor does it include the cost of printing 13,000 postcards to provide the required notice to all current and newly registered voters as these costs are unknown. Additionally, administering early voting on our own would mean occupying space (most likely the Civic Center Meeting Room) for no less than 13 consecutive days for each election, or 39 days for the year.

PUBLIC COMMUNICATIONS:

All voters will be notified by postcard of their early voting locations and hours of operation, notices will also be posted on the County Clerk's website. This information will also be made available as soon as possible on the Township website, social media, newsletters, and any other means available in order to inform voters regarding the new early voting program. Additionally, in the future, we will also be required to send an early voting notice to all new registrants when their voter ID card is mailed to them.

SUMMARY:

It is my recommendation that Springfield Township partner with Oakland County, Rose Township, and Holly Township to provide early voting at the Springfield Oaks Activity Center. This proposed early voting partnership is the most cost efficient, sustainable, and practical method to meet the new constitutional requirements. Please contact me before the meeting should you have any questions.

REQUEST:

Approve the interlocal agreement with Oakland County to provide Early Voting Services and authorize the Clerk to sign the agreement on behalf of Springfield Township.

Respectfully,
Sean R. Miller
Township Clerk

AGREEMENT FOR ELECTION SERVICES
BETWEEN OAKLAND COUNTY AND TOWNSHIP OF HOLLY And TOWNSHIP OF ROSE And CHARTER
TOWNSHIP OF SPRINGFIELD

This County Early Voting Site Agreement (the "Agreement") is made between Oakland County, 1200 N. Telegraph Road, Pontiac, Michigan 48341 (the "County") and Township of Holly, 102 Civic Drive, Holly, Michigan 48442, Township of Rose, 9080 Mason Street, Holly, Michigan 48442, and the Charter Township of Springfield, 12000 Davisburg Road, Davisburg, Michigan 48350 ("Municipality") (the County and each municipality are sometimes referred to as the "Parties"). In this Agreement, the County and each municipality are represented by their respective clerks in their official capacities.

PURPOSE OF THE AGREEMENT. The County and the municipalities enter into this Agreement pursuant to Article II, Section 4(m) of the Michigan Constitution of 1963 and the Michigan Election Law, 1954 Public Act 116, MCL 168.720a *et seq.*, for the purpose of operating an early voting site.

Name of county
Oakland County

Name of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Holly	4	10,381
Township of Rose	3	5,306
Charter Township of Springfield	7	12,424

1. **DEFINITIONS.** The following words and expressions used throughout this Agreement, whether used in the singular or plural, shall be defined, read, and interpreted as follows:
 - 1.1 **Agreement** means the terms and conditions of this Agreement and any other mutually agreed to written and executed modification, amendment, exhibit, and attachment to this Agreement.
 - 1.2 **Coordinator** means the individual appointed by the County Clerk and identified as the individual responsible for providing oversight to ensure sufficient resources are available and timely dispatched to each early voting site and monitoring the administrative requirements of early voting for the participating municipalities.
 - 1.3 **Early Voting Plan** means the document and any addenda to the document outlining the manner in which early voting will be provided in a county or municipality, as described in MCL 168.720a *et seq.* The requirements of an Early Voting Plan are described in MCL 168.720h(3).
 - 1.4 **Election Services** encompasses the following individual Election Services provided by the County Clerk's Elections Division: Conduct and Administration of Early Voting.
 - 1.5 **Legislative Body of the Municipality** means the city or township governing board elected or appointed and serving in the municipality.
 - 1.6 **Municipality** means any participating municipality, which are entities created by the State or local authority or which are primarily funded by or through State or local

authority, including, but not limited to, their council, Board, departments, divisions, elected and appointed officials, directors, board members, council members, commissioners, authorities, committees, employees, agents, subcontractors, attorneys, volunteers, and/or any such persons' successors.

1.7 **QVF** means the Qualified Voter File as described in MCL 168.509m.

1.8 **QVF Controller** means the individual appointed by the County Clerk and identified as the Qualified Voter File (QVF) administrator of early voting information within the QVF.

1.9 **Site Supervisor** means the participating municipal clerk or a member of the County Clerk's staff who shall act as supervisor for each day of early voting. The County Clerk may appoint a different participating municipal clerk or member of the County Clerk's staff to act as a supervisor for different days of early voting. A site supervisor may delegate the supervisor's duties to a member of the supervisor's staff.

2. **SCOPE OF THE AGREEMENT.**

2.1 The Parties agree that early voting will be provided for all statewide and federal elections, and all other non-statewide elections conducted in the county.

3. **COORDINATOR.**

3.1 The Oakland County Director of Elections will serve as the Coordinator of each early voting site and will be responsible for organizing and monitoring the administrative requirements, including staffing, of early voting for the participating municipalities.

3.1.1 In the event that the Coordinator is unable to personally supervise and staff each early voting site on each day of early voting, the Coordinator may designate early voting site supervisors to assist with the staffing and supervision of early voting.

3.2 If the Coordinator becomes unavailable for any reason, the Coordinator role will be filled as follows:

3.2.1 The County Clerk will appoint a new Coordinator.

3.2.2 The new Coordinator will assume the responsibilities of the Coordinator on either a temporary or permanent basis.

4. **QVF CONTROLLER.**

4.1 The Oakland County Director of Elections will serve as the Qualified Voter File (QVF) administrator of early voting information within the QVF. The QVF Controller's duties will involve setting up the necessary voting regions, user access, and application access needed for the site(s) designated in the Agreement. The QVF Controller may designate these duties to a member of his/her staff.

5. **APPROVAL OF EARLY VOTING SITES.**

5.1 Pursuant to MCL 168.662, the County Clerk, after consulting the participating municipal clerks, will submit each early voting site location to the Board of County Election Commissioners for approval.

- 5.2 A regional early voting site will serve all electors covered by this Agreement. The electors covered by this Agreement will also be served by the County's central early voting site.

6. APPOINTMENT OF ELECTION INSPECTORS.

- 6.1 The Board of County Election Commissioners is responsible for the appointment of Election Inspectors.
- 6.2 At least 21 days before each election, the Board of County Election Commissioners will appoint for each early voting site at least 3 Election Inspectors and as many more as, in its opinion, are required for the efficient, speedy, and proper conduct of the election.
- 6.3 The Board of County Election Commissioners will further designate one appointed Election Inspector from each early voting site as chairperson.
- 6.4 The selection of Election Inspectors will be governed by MCL 168.674.

7. APPROVAL OF EARLY VOTING HOURS.

- 7.1 The Parties agree to all of the following:
 - 7.1.1 Early voting will be conducted for the nine days guaranteed by the Constitution. The hours will be from 8:30am-4:30pm each day, except that Thursday the hours will be from 12pm-8pm.
 - 7.1.2 The days and hours specified in this Agreement apply to early voting at all elections conducted in the County.

8. NOTICE OF EARLY VOTING HOURS.

- 8.1 Not less than 45 days before Election Day, the County Clerk and the clerk of each participating municipality agree to give public notice of the dates and hours for early voting at the regional early voting site and central early voting site by posting information on the County's and each municipality's website. If the municipality does not maintain a website, it shall post the notice in the same manner as it posts other notices.
- 8.2 After an Early Voting Site is approved by the Board of County Election Commissioners, the County Clerk will send a notice to each registered elector entitled to vote at that Early Voting Site with the information required under Michigan Election Law. The notice will be subject to review and approval by the parties. After that initial notice by the County Clerk, the Municipal Clerk will be responsible for sending the appropriate notice to each new registrant. The cost of printing and mailing the required notices will be the responsibility of each municipality.

9. BUDGET AND COST SHARING.

- 9.1 The Parties agree to the following cost sharing and chargeback procedures as follows:
 - 9.1.1 The County agrees to request funding and/or reimbursement from the State, local school district or other entity responsible for costs related to early voting.
 - 9.1.2 The County agrees to assume all costs related to the acquisition of equipment, software and supplies.

- 9.1.3 The costs related to staffing the regional early voting site with Election Inspectors, publications and facility rental/cleaning charges that are not reimbursed by the State or other entity shall be equally divided amongst the participating municipalities. Payment will be remitted to the County within 30 days of receipt of the invoice.

10. STAFFING, SUPERVISION AND TRAINING.

- 10.1 The Coordinator is responsible for ensuring adequate staffing and supervision at the regional early voting site, and central early voting site, including selection of the site supervisor who oversees the site(s).
- 10.2 The site supervisor shall operate in the same manner and have the same authority as a municipal clerk operates in an election day polling place.
- 10.3 The site supervisors for early voting sites shall be designated for each election on the attached Exhibit B.
- 10.4 The Coordinator is responsible for providing training to the Site Supervisors and Election Inspectors appointed to serve at the Early Voting Site for each election.

11. TABULATORS AND EARLY VOTING POLL BOOK LAPTOPS AT EARLY VOTING SITE(S).

- 11.1 The Parties agree to all of the following:
 - 11.1.1 The Coordinator, in consultation with the participating municipal clerks, will determine the number of tabulators and early voting poll book laptops or other voting equipment that are necessary at the regional early voting site.
 - 11.1.2 The County will provide the tabulators, early voting poll book laptops, other necessary voting equipment and supplies.
- 11.2 The Board of County Election Commissioners will be responsible for conducting testing of the electronic voting equipment.
- 11.3 The Coordinator, or designated site supervisor, will be responsible for taking necessary steps to set up the early voting poll book laptops.

12. CANVASS OF EARLY VOTING RETURNS AND REPORTING OF EARLY VOTING RESULTS.

- 12.1 The Board of County Election Commissioners is responsible for appointing the receiving board or group of election inspectors to canvass the early vote returns on Election Day and report early voting results to the County Clerk.

13. EARLY VOTING PLAN.

- 13.1 No later than 120 days before the first statewide or federal election in each even numbered year, the Coordinator will be responsible for ensuring an Early Voting Plan, attached as Exhibit A, is filed with the County Clerk of the county in which the municipalities are located.

- 14. NOTICE TO SOS OF CHANGES TO LOCATIONS, DAYS, AND HOURS OF EARLY VOTING.**
- 14.1 Not less than 45 days before the first early voting day allowed by statute, the Coordinator will be responsible for providing the Secretary of State any changes made to a previously submitted Early Voting Plan that affect the locations, days, and hours of operation for each early voting site operated by the County.
- 15. DURATION OF AGREEMENT.**
- 15.1 This Agreement and any amendments will be effective when executed by all Parties, as evidenced by the signature of the County Clerk and each participating municipal clerk, unless the Agreement has an effective date specifically entered on the signature page.
- 15.2 This Agreement has no fixed termination date and may be terminated pursuant to its terms.
- 16. CANCELLATION, MODIFICATION, AND TERMINATION OF AGREEMENT.**
- 16.1 The County Clerk may withdraw from this Agreement for any reason by providing at least 30 days written notice to the other parties to the Agreement. The notice shall be sent to the municipalities at the address provided in this Agreement to the attention of the Municipal Clerk. If the County Clerk withdraws during the statutory timeframe from the Agreement for any reason, the Agreement will cease to exist, and the clerk of each participating municipality must submit a revised Early Voting Plan to the State Bureau of Elections outlining the manner in which early voting will be provided.
- 16.2 The municipality may withdraw from this Agreement for any reason by providing at least 30 days written notice to the other parties to the Agreement. The notice shall be sent to the county at the address provided in this Agreement to the attention of the County Clerk. If a municipality withdraws from the Agreement for any reason during the statutory timeframe, the clerk of the municipality withdrawing from the Agreement must submit a revised Early Voting Plan to the State Bureau of Elections outlining the manner in which early voting will be provided.
- 17. GENERAL PROVISIONS.**
- 17.1 County shall not be liable for any consequential, incidental, indirect, remote, speculative, punitive, exemplary, liquidated, treble, or special damages, including, but not limited to, loss of profit, opportunity, use, revenue, data, or goodwill, whether based in whole or in part in contract, tort, equity, strict liability, under statute, or any other theory of liability, regardless of whether such damages were foreseeable or contemplated and even if County was advised or aware of the possibility of such damages.
- 17.2 This Agreement shall be governed, interpreted, and enforced by the laws of the State of Michigan, excluding Michigan's conflict of law principles. Except as otherwise required by law or court rule, any action brought to enforce, interpret, or decide any claim arising under or related to this Agreement shall be brought in the Sixth Judicial Circuit Court of the State of Michigan, the 50th District Court of the State of Michigan, or the United States District Court for the Eastern District of Michigan, Southern Division, as dictated by the applicable jurisdiction of the court. Except as otherwise required by law or court rule, venue is proper in the courts set forth above. The choice of forum set forth above

shall not be deemed to preclude the enforcement of any judgment obtained in such forum or taking action under this Contract to enforce such judgment in any appropriate jurisdiction.

- 17.3** This Agreement represents the entire agreement and understanding between the Parties. This Agreement supersedes all other prior oral or written understandings, communications, agreements, or contracts between the Parties, except the accompanying license agreement which is incorporated by reference. The language of this Agreement shall be construed as a whole according to its fair meaning and not construed strictly for or against any Party.
- 17.4** "Confidential Information" means all information and data that the County is required or permitted by law to keep confidential, which includes computer software, cybersecurity assessments and plans and measures to protect the County's copyrighted training materials.
- 17.5** Municipality shall use appropriate safeguards to protect the confidentiality and integrity of Confidential Information. Municipality shall not reproduce, provide, disclose, or give access of Confidential Information to any Municipality Employee or third-party not having a legitimate need to know. Municipality and Municipality Employees shall only use the Confidential Information for performance of this Agreement. Notwithstanding the foregoing, Municipality may disclose the Confidential Information, if required by law, statute, or other legal process; provided that Municipality: (a) gives the County prompt written notice of the impending disclosure; (b) provides reasonable assistance to the County in opposing or limiting the disclosure; and (c) makes only such disclosure as is compelled or required. This Agreement imposes no obligation upon Municipality with respect to any Confidential Information which Municipality can establish by legally sufficient evidence: (a) was in possession of or was known by Municipality, prior to its receipt from the County, without any obligation to maintain its confidentiality; or (b) is obtained by Municipality from a third-party having the right to disclose it, without an obligation to keep such information confidential.

AGREEMENT FOR ELECTION SERVICES
BETWEEN OAKLAND COUNTY AND TOWNSHIP OF HOLLY And TOWNSHIP OF ROSE And CHARTER
TOWNSHIP OF SPRINGFIELD

Lisa Brown
Oakland County Clerk

Signature of County Clerk

Date

Karin S. Winchester
Township of Holly Clerk

Signature of Clerk

Date

Debbie Miller
Township of Rose Clerk

Signature of Clerk

Date

Sean R. Miller
Charter Township of
Springfield Clerk

Signature of Clerk

Date

Effective Date: December 1, 2023

EXHIBIT A: Early Voting Plan

No later than 120 days before the first statewide or federal election in each even numbered year, the Coordinator will file an Early Voting Plan, covering the Parties to the County Agreement, with the County Clerk of the County.

Not less than 45 days before the first early voting day allowed by statute, the Coordinator will provide the Secretary of State any changes made to a previously submitted Early Voting Plan that affect the locations, dates, and hours of operation for each joint early voting site operated by the participating County and municipalities to ensure that the correct information is posted on the Michigan Voter Information Center (MVIC) portion of the Department of State's website.

Plan Coverage: County Agreement

Coordinator of County Agreement:

Name of Coordinator	Position	Email Address	Phone Number
Joseph J. Rozell	Director of Elections	rozellj@oakgov.com	(248) 858-0564

County:

Name of county	Clerk of County
Oakland County	Lisa Brown

Municipality 1:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Holly	Karin S. Winchester	4	10,381

Municipality 2:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Rose	Debbie Miller	3	5,306

Municipality 3:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Charter Township of Springfield	Sean R. Miller	7	12,424

Early Voting Location Information:

	Early voting site #1	Early voting site #2
Location of site	Springfield Oaks Activity Center, 12451 Andersonville Rd., Davisburg, Michigan	Waterford Oaks Activity Center, 2800 Watkins Lake Rd., Waterford, Michigan
Municipalities served at site	3	45
Number of Election Workers at site	7	7
Is this an EV site for all 9 days of Constitutionally- required early voting? (Y/N)	Yes	Yes
Hours for 9 days of Constitutionally-required early voting	8:30 - 4:30 p.m. Thursday 12 - 8 p.m.	8:30 - 4:30 p.m. Thursday 12 - 8 p.m.
How many (if any) additional days of early voting will be provided at this site?	None	None
Hours for any additional days of early voting	N/A	N/A
Is this site ADA compliant?	Yes	Yes
In selecting this site, did you take into account expected turnout, population density, public transportation, accessibility, travel time, travel patterns, and any other relevant considerations?	Yes	Yes

Communication Strategy:

The parties will use the following communication strategy for informing electors of their opportunity for early voting:

Social media, websites, community newsletters, and other mediums deemed appropriate by clerks.

EXHIBIT B: SITE SUPERVISORS

Regional Early Voting Site Number: _____

Election Date: _____

Early Voting Site Supervisors:

	Primary Site Supervisor	Backup Site Supervisor
Early Voting Day 1		
Early Voting Day 2		
Early Voting Day 3		
Early Voting Day 4		
Early Voting Day 5		
Early Voting Day 6		
Early Voting Day 7		
Early Voting Day 8		
Early Voting Day 9		


SPRINGFIELD CHARTER TOWNSHIP

LAURA MOREAU, SUPERVISOR

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



MEMO

TO: Township Board
FROM: Laura Moreau, Supervisor 
DATE: October 9, 2023
RE: **Cost Recovery Ordinance Amendments**

Following the 2022 financial audit, our auditor Ken Palka strongly suggested that the Township adopt a policy for appeals to cost recovery charges. The current language provides that the township supervisor, "at his discretion, may adjust the amount of the bill based upon the appeal of the responsible person." I agreed that there should at least be parameters for how and when an appeal is granted, and I also wanted to take this opportunity to review how and when we charge for cost recovery.

I completed an informal survey of other township supervisors and found that Springfield's approach is uncommon. Most departments charge for transport and emergency response involving any public or private utility company. Some also charge cost recovery when an incident involves criminal activity such as drunk driving and arson. Springfield charges cost recovery in all those circumstances plus charges for response to auto accidents if an individual is, 1) not a resident and, 2) is ticketed for a moving violation.

The attached redline includes my suggested amendments as discussed with attorney Need and with input from Treasurer Dubre based on her perspective with collections. *Section 2-151 Liability for expense of an emergency response* provides for cost recovery in the following circumstances:

- 1) Arson
- 2) Restitution—The incident was a result of:
 - a. Violation of any federal, state, or local regulation governing fire safety
 - b. Gross negligence
- 3) EMS transport

The other major changes are that the *Appeal* section is removed as it's no longer relevant, and the *Exemptions* section does not need to address resident vs. non-resident response, so it only references mutual aid agreements.

Please contact me if you have any questions.

DIVISION 2. EMERGENCY SERVICES COST RECOVERY¹

Sec. 2-147. Definitions.

The following words, terms and phrases, when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Building means any structure used or intended for supporting or sheltering any use or occupancy.

Emergency response means the providing, sending and/or utilizing of police, firefighting, emergency medical services and rescue services by the township or by a private industrial entity, corporation, or other assisting governmental agency operating at the request or direction of the township or state, for an incident resulting in a request for emergency, fire or medical services or a hazardous materials release or threatened release or the cleanup or abatement of a hazardous materials release.

Expenses of an emergency response means the direct and reasonable costs incurred by the township, or by a private person, corporation, or other assisting government agency, which is operating at the request or direction of the township, when making an emergency response to a request for emergency fire or medical services or a hazardous materials incident, including the costs of providing police, firefighting, rescue services, emergency medical services, containment, and abatement of all hazardous conditions at the scene of an incident. The costs shall include:

- (1) All salaries and wages of township personnel, including all the county sheriff department personnel contracted by the township, responding to the incident, all salaries and wages of township personnel, including all the county sheriff department personnel contracted by the township, engaged in the investigation, supervision, and report preparation regarding said incidents, all salaries and wages of personnel of assisting government agencies operating at the request or direction of the township;
- (2) All costs connected with the administration of the incident relating to any prosecution of the persons responsible, including those relating to the production and appearance of witnesses at any court proceedings in relation thereto, attorney fees and costs, collection costs, and any and all fees in relation to returned checks; and
- (3) All other costs incurred in the emergency response, including such items as disposable materials and supplies used during the response to said incident, the use, rental, or leasing of vehicles or equipment used for the specific response, replacement of vehicles or equipment which are contaminated beyond reuse or repair during the response to said incident, special technical services, and laboratory costs, and services and supplies purchased for any specific evacuation relating to said incident.

Hazardous material means explosives, pyrotechnics, flammable compressed gas, flammable liquid, combustible liquid, oxidizing material, poisonous gas, poisonous liquid, poisonous solid, irritating material, etiological material, radioactive material, corrosive material, or liquefied petroleum gas.

¹State law reference(s)—Collection of fees for emergency police or fire service, MCL 41.806a; expenses for which court may order person convicted to reimburse the local unit of government, MCL 769.1f; remediation, MCL 324.20101 et seq.

Owner/property owner means any individual, firm, company, association, society, corporation, partnership or group, including their officers and employees, who are either listed as the owner of record by the county register of deeds, have a land contract vendee interest in, or are listed as the taxpayer of record for the real property where the emergency, fire service, medical service, or hazardous material incident occurred, or have title, use, possession or control of the hazardous material or the vehicle used to transport same. The term "owner" also means the individual, firm, company, association, society, corporation, partnership or group, including their officers and employees, who are listed as the record owner by the secretary of state of a vehicle involved in an accident which prompts the need for emergency, fire or medical services.

Person means any individual, firm, company, association, society, corporation, partnership or group, including their officers and employees.

Person responsible means:

- (1) A person who is the owner, operator, occupant, or other person who operates and/or maintains any building, premises or property where an incident arises necessitating an emergency response, or the driver(s) of vehicle(s) involved in an incident necessitating a request for an emergency response. Persons responsible necessitate and/or receive some benefit from the emergency response and shall be charged the expenses of an emergency response in equal portions; or
- (2) Any person if, while under the influence of an alcoholic liquor or a controlled substance, or the combined influence of an alcoholic liquor and a controlled substance, such person's operation of a motor vehicle proximately creates or causes any incident or accident resulting in an emergency response. "Under the influence of an alcoholic liquor or a controlled substance or the combined influence of an alcoholic liquor or a controlled substance" means a person whose physical or mental abilities are impaired to a degree that he no longer has the ability to operate a motor vehicle with the caution characteristic of a sober person of ordinary prudence. Further, it shall be presumed that a person was operating a motor vehicle while under the influence of an alcoholic liquor if a chemical analysis of his blood, urine or breath reveals a blood alcohol content in excess of 0.07 percent; or any person necessitating the response of an emergency ambulance service.

Premises means any lot or parcel of land, exclusive of building, and includes a parking lot, trailer camp, stockyard, junkyard, public roadway, and any other place or enclosure, however owned, used, or occupied.

Vehicle means any mode which is used as an instrument of conveyance including, but not limited to, motor vehicles, trains, railcars, boats, tractors, snowmobiles, water crafts and aircraft.

(Ord. of 12-13-2007, art. III; Ord. No. 2014(4), § 1, 10-9-2014)

Sec. 2-148. Purpose.

In order to protect the township from incurring expenses resulting from the utilization of township resources to respond to requests for emergency, fire and medical services and to incidents involving hazardous materials, the township board authorizes the imposition of charges to recover the direct and reasonable costs incurred by the township in responding to calls for assistance pursuant to Public Act No. 102 of 1990 (MCL 41.806a).

(Ord. of 12-13-2007, art. II)

Sec. 2-149. Hazardous material incident policy.

- (a) In the event township personnel are dispatched to a hazardous materials incident, the township personnel in charge shall notify the responsible parties, including appropriate state and federal agencies, as soon as possible. Township personnel shall make efforts to limit the township's action to those necessary to address

dangers from fire or the imminent threat of fire or the imminent threat from any hazardous material, and necessary evacuation of affected persons.

- (b) Except for procedures necessitated by fire or an imminent threat resulting from a hazardous materials incident, township officials are not authorized to incur any obligations, financial or otherwise, to the township in regards to the mitigation of impacts resulting from a hazardous materials incident.
- (c) All township personnel shall take appropriate steps for a hazardous materials response that conforms to their level of training and, as appropriate, to the supplies and equipment available to them, in accordance with established protocols and procedures.

(Ord. of 12-13-2007, art. IV; Ord. No. 2014(4), § 1, 10-9-2014)

Sec. 2-150. Utility company cost recovery.

In any case where an emergency response results from an actual or possible hazard created by the construction, operation, maintenance, and/or act of God involving any public or private utility company operating within the township, the utility company shall reimburse the township the costs and expenses incurred by the township, its agents, officers, and employees. The decision to render such services, or provide such personnel and/or equipment, shall be based either upon the request of a utility, a township resident, or upon the sole and exclusive discretion of emergency personnel.

(Ord. of 12-13-2007, art. V; Ord. No. 2014(4), § 1, 10-9-2014)

Sec. 2-151. Liability for expense of an emergency response.

(a) (a) — *Charge against persons.* The expense of an emergency response shall be a charge against all persons responsible for the expenses in the following circumstances:

1. Arson. In any case, in which arson takes place, the person is convicted of that crime, or of any lesser charge, or who pleads, guilty or admits responsibility by way of a plea bargain, shall be financially responsible for all expenses of the emergency response, including but not limited to: costs of investigation, fighting, and extinguishing the fire, and or for any EMS service, for any services necessary to secure the building, (including board- up services), and/or for any other security procedures performed by the Township or its agents.
2. Restitution. When the fire department or any person authorized to enforce this ordinance are called to respond any emergency or incident which was the result of a violation of any federal, state, or local regulation governing fire safety, or from gross negligence, the person or entity is responsible shall reimburse the township. for all expenses of the emergency response.
3. EMS transport. In any case where a response necessitates transport to a hospital or other medical facility by the fire department, the township shall be entitled to recover all the expenses of the medical transport.

(b) under this division. Collection of charges. The charges imposed under this division constitutes a debt of that person and is collectible by the township in the same manner as an obligation under contract, express or implied. Additionally, the 52-2 Judicial District Court is authorized to collect the debt for the township as it relates to responsible persons, and may impose an administrative service fee on behalf of the township for such collection as currently established or as hereafter adopted by resolution of the township board from time to time.

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- (b) *Cost recovery schedule.* The township may, by resolution, adopt a schedule of the costs included within the expense of an emergency response. This schedule shall be available at the office of the township clerk for inspection by the public during regular office hours.
- (c) *Billing.* The township may within 30 days of receiving itemized costs, or any part thereof, incurred for an emergency response, submit a bill for those costs by first class mail or personal service to the person(s) responsible for the expenses as enumerated under this division. The bill shall require full payment within 30 days from the date of mailing or service of said bill upon the responsible person(s).
- (d) ~~*Appeal.* Any person or entity who disagrees with the bill for expenses of an emergency response may appeal said bill to the township supervisor within 30 days from the date of mailing of service of the bill to the responsible person. The township supervisor, at his discretion, may adjust the amount of the bill based upon the appeal of the responsible person.~~
- (de) *Failure to pay; procedures to recover costs.* Any failure by the person(s) described in this division as responsible for expenses of an emergency response to pay said bill within 30 days of mailing or service of the bill shall constitute a default on said bill. The failure to pay may further be considered a violation of probation if the payment was ordered by the court at the time of sentencing. The township shall also have the right to bring action in a court of competent jurisdiction to collect said costs if the township deems such action to be necessary.

(Ord. of 12-13-2007, art. VI; Ord. No. 2014(4), § 1, 10-9-2014)

Sec. 2-152. Exemptions.

~~With the exception of medical transport/emergency ambulance service provided by the township fire department, Emergency fire and medical services which are rendered pursuant to a mutual aid agreement whereby the provisions of this article would conflict with the terms of the mutual aid agreement~~the following are exempt from the provisions of section 2-151(a):

- (1) ~~The rendering of emergency fire, police and medical services to residents of the township and to township property owners and township business owners and their employees when the response is to the property or business. This exemption only applies where the activity which necessitated the emergency response was not in violation of any local, state or federal law, nor constituted gross negligence. This exemption from liability for expenses shall not apply when a person has made more than two unnecessary requests for service in one calendar year. A request is unnecessary if emergency personnel determine there is no immediate threat to person or property.~~
- (21) ~~Emergency fire and medical services which are rendered pursuant to a mutual aid agreement whereby the provisions of this article would conflict with the terms of the mutual aid agreement.~~

(Ord. of 12-13-2007, art. VII; Ord. No. 2014(4), § 1, 10-9-2014)

Memo

Township Board

To: Township Board
From: Chris Benedict
Date: October 4, 2023
Re: Audio Visual System for Lower-Level Conference Room

Background

The Civic Center's lower-level conference room has long been utilized as a secondary location for Township Board meetings. The room's lack of a recording/presentation system, however, does not allow for meetings to be recorded for broadcast on the Township Public Access cable channel or for creation of meeting minutes.

Additionally, the room is increasingly being used for meetings requiring Zoom participation or presentations utilizing laptop projection. While the room features a 43" television mounted above the whiteboard, the relatively small screen size makes it difficult to actually view anything on it. Hooking a laptop up to it also requires cables to be run across the floor from the wall to under the desk.

For the past few years, the workaround for this has been to set up a portable projector to project presentations either onto a blank wall or to a screen that requires being pinned to the wall. Incorporating Zoom meeting/camera functionality requires using a tripod-mounted webcam that must still be connected to a laptop via cable, limiting placement options and creating an awkward, space-restricting setup. This situation also requires equipment setup and breakdown for any such meeting.

After a discussion of the situation, Supervisor Moreau requested quotes be obtained for implementation of a more functional, user-friendly system for incorporating recording/virtual meeting capability and improved presentation functionality into the conference room.

Proposed Solutions

Three vendors submitted proposals. All three have previously worked on Township audio/visual (A/V) projects and provided excellent service.

All three proposed systems include a large display that would replace the whiteboard at the end of the room, and would incorporate a camera, microphones, and speakers to provide full virtual meeting functionality. All three systems would also include a table-top means of connecting a laptop or tablet to the system.

AVI: Equipment & installation = \$20,511 with annual recurring cost of approximately \$500 for Zoom Room licensing.

AVI has provided excellent A/V services to the Township for many years, having installed the current and previous meeting room presentation/recording systems.

AVI proposes setting up the system as a "Zoom Room", meaning Zoom meetings can be run directly from the equipment without requiring a laptop be hooked up to the system. Other meeting formats and presentations could still be delivered to the system with a laptop connection.

The proposal includes a 75" Sony BRAVIA LED display.

National Communications Corporation: Equipment & installation = \$14,589 with no recurring costs.

NCC has provided A/V services for the Fire Department, and provided the low-cost solution to incorporate the Township's meeting room system with Zoom functionality in 2020.

Their proposal utilizes a Logitech-based system with a Clickshare unit for connecting devices wirelessly or physically, and includes an 86" 4K LG LED display.

Elan Engineering: Equipment & installation = \$14,092 with no recurring costs.

Elan Engineering worked with the Township to upgrade the cable equipment required to push out our Public Access cable channel, and has managed Groveland and Rose Township's Public Access cable channel equipment (which is housed in the Civic Center) for the past few years.

Elan's proposal is also Logitech-based, similar to the National Communications Corporation proposal. Elan's proposal does not include the Clickshare wireless connectivity component, but that can be added on for approximately \$2,500.

Recommendation

Based on the quality of the proposed solution and the positive previous experience working with the vendor, I recommend the proposal by National Communications Corporation.

Budget

The intention is to use Cable TV funds for this expenditure. Some funding has been budgeted for in the Capital Outlay cost center, but a budget amendment will be required to cover the full cost of the recommended project quote as well as an additional \$5,411 to cover potential costs for associated electrical, cabling, and trim work that may be necessary.

Suggested motions:

1. **Authorize the Supervisor to enter into agreement with National Communications Corporation to upgrade the lower-level conference room audio/visual system as outlined in their proposal dated 10/4/2023 at a cost not to exceed \$20,000 charged to the Cable TV Fund Capital Outlay cost center.**
2. **Amend the 2023 Cable TV budget to increase the Capital Outlay cost center by \$15,000 to \$20,000. Total Expenditures increase to \$116,300. Total Revenues remain unchanged at \$82,000.**



Phone: O: 248.816.1100 :M:586.822.3552

Project Name: Conference Room 86 Display with Logitech Camera System V.2

Quotes Are Good For 30 Days

Please Send Purchase Orders To: orders@natcomcorp.com or Fax 877-615-6699

Customer responsible for providing quad outlet behind display location. Floor raceway will be used to route cable from display location to conference table.

TOTAL: 14,589.20



800-334-5287

1619 EDWIN DRIVE, BRIGHTON, MICHIGAN 48114

September 1st, 2023

Chris Benedict
12000 Davisburg Road
Springfield Township, MI
48350

Dear Chris,

The LOGITECH RALLY BAR medium room appliance is a good solution for your conference room. LOGITECH has developed a full range of accessories for this solution.

The SWYTCH connector works with both Apple and MS laptops.

The microphones on the RALLY BAR have a range of 15', so an additional microphone is included. The option to add Shure microphones and P300 mixer with Intelli-voice is available but very expensive for a room this size.

The Samsung 75" TV is \$2199.00 upgrade to Samsung 85" TV is only \$400.00 more. Installation price and mount are the same. Let me know if you want to change to 85" TV.

Links to LOGITECH videos and DATA sheets

SWYTCH

Laptop input for both Apple and MS.

<https://www.logitech.com/en-us/search.html?q=Logitech%20SWYTCH>

Rally Bar

All in One system with audio to 15 feet

<https://www.logitech.com/en-us/business/solutions/traditional-conference-room.html>

TAP

<https://www.logitech.com/en-us/products/video-conferencing/room-solutions/tap.939-001950.html>

We can set up a call when you are back next week.

Sincerely,

Michael Refalo
President
miker@elanengineering.com

ELAN Engineering

1619 Edwin Dr
Brighton, MI 48114

Estimate

Date	Estimate #
9/1/2023	120220504

Name/Address

Springfield Charter Township
Chris Benedict
12000 Davisburg Road
Davisburg, MI 48350

Terms
1% ACH 10 days NET 30

Due Date	Rep	Project
10/13/2023		Conference room

Description
LOGITECH RALLY BAR - All-in-one conferencing appliance for medium size rooms LOGITECH RALLY BAR - Mount to TV bracket LOGITECH TAP - Meeting room touch controller LOGITECH TAP table top mount LOGITECH RALLY MIC Pod - Graphite LOGITECH Rally MIC Pod extension Cable, 10M LOGITECH MIC POD mount LOGITECH - SWYTCH laptop connector LOGITECH Computer mount ADTRAN - 8 port L2/L3 PoE, 150 watt, Enterprise-class, IP(VoIP) Switch Power Strip Samsung 75" TV TV Mount Install mount TV and Bar Install LOGITECH and cabling
Sales Tax (6.0%)
Total

877-ELAN ENG

ap@elanengineering.com

www.elanengineering.com

Signature

ELAN Engineering

1619 Edwin Dr
Brighton, MI 48114

Estimate

Date	Estimate #
9/1/2023	120220504

Name/Address

Springfield Charter Township
Chris Benedict
12000 Davisburg Road
Davisburg, MI 48350

Terms
1% ACH 10 days NET 30

Due Date	Rep	Project
10/13/2023		Conference room

Description
Material hardware Material cable and connectors Material patch cables \$6500.00 Deposit due with Signed Terms and Conditions to order product.
Sales Tax (6.0%) \$0.00
Total \$13,692.93

877-ELAN ENG

ap@elanengineering.com

www.elanengineerring.com

Signature _____

This is a Time and Material Estimate ("Estimate"). This Estimate is valid for 30 days in accordance with the terms and conditions herein, including any increases in price due to any unforeseen conditions. This Estimate assumes all work will be performed during normal business hours. This Estimate is subject to change, upon notice, if ELAN encounters any conditions it did not foresee at the time it prepared this Estimate, in which cases this Estimate will increase and the Customer shall be responsible for all increased costs.

All equipment/material sales are subject to state and local taxes and shipping and handling charges. To be exempt from tax a tax ID number and completed 3372 form. <https://mi-aimh.org/wp-content/uploads/2019/01/Michigan-Sales-and-Use-Tax-Certificate-of-Exemption-copy.pdf> W-9 is required at the time the order is placed.

Terms of sale: 50% of Estimate as down payment, signed Estimate, signed Terms and Conditions and approved credit. All work will be started within 15 working days of receipt of equipment. Progress billing will continue until project is complete.

All payments are to be received by ELAN within ten (10) days of the date ELAN generates its invoice. Final payment shall be due in full immediately upon notice from ELAN that the project is complete. One and one-half percent (1 ½%) interest per month will be added to unpaid invoices. If payment is not received within fourteen (14) days of the date of any invoice, ELAN's work may be stopped until such time as payment is received with no recrimination against ELAN. Customer shall pay any and all costs incurred as the result of Customer's non-payment. ELAN will provide ACH Banking information for payments.

Cancellation: Any order or contract may be cancelled by the Customer only upon payment of reasonable charges based upon expenses already incurred and commitments made by ELAN. These include restocking charges assessed by ELAN or its suppliers, costs to cover equipment, engineering or manufacturing charges and reasonable charges to cover costs of systems engineering and layouts incurred by ELAN. Special order items are not returnable.

This ESTIMATE has no provision for shelving or equipment mounts, the installation of metal or rigid conduit or raceway, nor the connection or installation of electrical (110VAC, 220VAC etc.) lines or receptacles unless otherwise specified in the estimate. The customer is to provide all floor ducts, equipment room space and a suitable power outlet within six (6) feet of the power supply. All cable will be installed within existing conduit and/or partition and walls where reasonably possible. Exposed cable will be installed as inconspicuously as possible. No provision for scaffolding, lift, etc. is included in this estimate unless otherwise specified in the estimate. If an existing cable is utilized, purchaser acknowledges that ELAN is not responsible for the problems that are inherent in that cable that may affect the system.

The purchaser acknowledges there are no warranties (express or implied), representations, promises or verbal statements whatsoever which are binding on ELAN. This document represents the entire written agreement between the parties, supersedes all prior documents, customer terms and conditions, understandings and agreements (written or oral), and any and all alterations or additions to this document must be in writing and signed by both parties.

ELAN shall not be responsible for any unforeseen conditions, including but not limited to any delays of installation or shipment of equipment when affected by conditions such as sabotage, strikes, acts of God, inadequate notice or delays caused by others, including but not limited to delayed inspections, owner(s) interference, lack of access or delays in change orders, approvals or progress payments.

Customer hereby expressly waives and releases ELAN from any and all consequential damages resulting from or related to this Estimate, it being agreed and understood Customer's sole and exclusive remedy for any default in performance is the re-performance of the work.

It is expressly agreed that until ELAN receives final payment in full, that ELAN retains a security interest in the equipment, fixtures, and labor supplied under this estimate. Any legal or collection fees incurred by ELAN shall be the responsibility of the Customer. Signor represents having full authority to enter into this agreement.

Customer agrees to follow State and OSHA rules. Violation of COVID19 rules may result in Technicians leaving the worksite. The Customer will be charged 8 hours if Technicians leave worksite.

Signor represents having full authority to enter into this agreement.

Please Sign _____ Date _____

Print Name _____ Title _____

Retail Sales Agreement



Proposal Number: 1197901

Prepared For: Springfield Charter, Township of
Attn: Chris Benedict

Prepared By: Jake Zupancic

Phone:

Email: jake.zupancic@avisystems.com

Proposal Date: August 15, 2023

Conference room - Display Option

Project:

Project Number:

AVI Systems Inc.

48679 Alpha Drive, Suite 140, Wixom, MI 48393

Phone: (248)957-6150

Fax: (248)957-6151

INVOICE TO

Attn: Chris Benedict
Springfield Charter, Township of
12000 Davisburg Rd
Davisburg, MI 48350

Phone: (248)846-6507

Email: cbenedict@springfield-twp.us

Customer Number: 4884

SITE

Attn: Mike Forst
Springfield Charter, Township of
12000 Davisburg Rd
Davisburg, MI 48350

Phone: (248)884-0728

Email: mforst@springfield-twp.us

COMMENTS

PRODUCTS AND SERVICES SUMMARY

Equipment	\$12,432.67
Integration	\$8,078.44
PRO Support	\$2,269.18
Shipping & Handling	\$574.00
Tax	\$0.00
Grand Total	\$23,354.29

Unless otherwise specified. The prices quoted reflect a discount for a cash payment (i.e., check, wire transfer) made by Customer in full within the time stated for payment on each invoice. Discount only applies to new items included on the invoice, and only applies if the balance on the invoice is paid in full.

All returned equipment is subject to a restocking charge. The prices are valid for 15 days and may be locked in by signing this Retail Sales Agreement.

Overdue balances are subject to a finance charge of 1.5% per month, or interest at the highest rate permitted by applicable law. In the event AVI must pursue collection of unpaid invoices, Customer agrees to pay all of AVI's costs of collection, including its attorneys' fees.

INVOICING AND PAYMENT TERMS

Customer and AVI have agreed on the payment method of CHECK. Payment must be remitted by stated method. To the extent Customer seeks to use of any payment methods other than stated, and that payment method results in an increased transaction cost to AVI, the new payment must be approved in writing, and the Customer shall be responsible for paying the increased transaction cost to AVI associated with the change in payment method. Payments shall be made 30 days from invoice date. So long as the invoice has been sent and the Customer's payment is made within the terms work will continue.

AVI uses progress billing, and invoices for equipment and services allocated to the contract on a monthly basis. Unless otherwise specified, all items quoted (goods and services) as well as applicable out of pocket expenses (permits, licenses, shipping, etc.) are invoiced in summary (including applicable sales taxes due for each category of invoiced items).

Customer is to make payments to the following "Remit to" address:

AVI Systems
PO Box 842607
Kansas City, MO 64184-2607

Customer must make all payments in the form of bank wire transfers or electronic funds transfers through an automated clearinghouse with electronic remittance detail, in accordance with the payment instructions AVI Systems provides on its invoice to Customer.

A monthly summary of detailed equipment received is available upon request. Equipment received may be different than equipment billed based on agreed billing method.

TAXES AND DELIVERY

Unless stated otherwise in the Products and Services Summary above, AVI will add and include all applicable taxes, permit fees, license fees, and delivery charges to the amount of each invoice. Taxes will be calculated according to the state law(s) in which the product(s) and/or service(s) are provided. Unless Customer provides a valid tax exemption certificate for any tax exemption(s) claimed, AVI shall invoice for and collect all applicable taxes in accordance with state law(s), and Customer will be responsible for seeking a tax credit/refund from the applicable taxing authority.

AGREEMENT TO QUOTE AND DOCUMENTS CONSTITUTING YOUR CONTRACT WITH AVI

Customer hereby accepts the above quote for goods and/or services from AVI. When duly executed and returned to AVI, AVI's Credit Department will check Customer's credit and approve the terms. After approval by AVI's Credit Department and signature by AVI, this Retail Sales Agreement will, together with the AVI General Terms & Conditions (which can be found at <http://www.avisystems.com/TermsOfSale>) form a binding agreement between Customer and AVI. (This Retail Sales Agreement and the AVI General Terms & Conditions of Sale (the T&Cs) are referred to collectively as the Agreement). If not defined in this Agreement, all capitalized terms shall have the meaning given to them in the T&Cs. Should AVI's Credit Department determine at any point prior to AVI commencing work that Customer's credit is not adequate, or should it otherwise disapprove of the commercial terms, AVI reserves the right to terminate the Agreement without cause and without penalty to AVI.

AGREED AND ACCEPTED BY

Company

Signature

Printed Name

Date

AVI Systems, Inc.

Company

Signature

Printed Name

Date

CONFIDENTIAL INFORMATION

The company listed in the "Prepared For" line has requested this confidential price quotation, and shall be deemed "Confidential Information" as that term is defined in the T&Cs. This information and document is confidential and is intended solely for the private use of the customer identified above. Customer agrees it will not disseminate copies of this quote to any third party without the prior written consent of AVI. Sharing a copy of this quote, or any portion of the Agreement with any competitor of AVI is a violation of this confidentiality provision. If you are not the intended recipient of this quote (i.e., the customer), you are not properly in possession of this document and you should immediately destroy all copies of it.

PRODUCTS AND SERVICES DETAIL

PRODUCTS:

<u>Mfg</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>	<u>Extended</u>
LOGITECH	ZOOM ROOM SOLUTION NO A/V INCL. TAP CTRL MINI PC	1	\$2,479.29	\$2,479.29
LOGITECH	RALLY PLUS W/ GRAPHITE MIC RALLY PLUS SOLUTION/SYSTEM	1	\$2,370.79	\$2,370.79
LOGITECH	Rally Mounting Kit	1	\$140.63	\$140.63
LOGITECH	Swytch BYOM Kit for Room System	1	\$937.51	\$937.51
LOGITECH	10M STRONG USB 3.1 CABLE USE FOR VIDEO CONFERENCE PROD ONLY	1	\$228.55	\$228.55
LOGITECH	Rally Mic Pod Mount - Graphite	1	\$65.63	\$65.63
AVI SYSTEMS	Zoom Room Configuration Assistance (per room)	1	\$450.00	\$450.00
CHIEF	FUSION SIDE CHANNEL SPEAKER ADAPTOR, XL	1	\$196.50	\$196.50
SONY	Sony Bravia Professional Displays FW-75BZ30J - 75" Diagonal Class BRAVIA Professional Displays LED-b	1	\$2,413.73	\$2,413.73
SONY	FW75BZ30J EW5-Register: pro.sony/EW	1	\$202.67	\$202.67
CHIEF	Micro-Adjust Fixed Wall Mount Large	1	\$203.25	\$203.25
CHIEF	FUSION 8" ABOVE/BELOW SHELF XL DISPLAYS	1	\$117.75	\$117.75
CHIEF	FP FLOOR SUPPORT SYSTEM	1	\$1,470.00	\$1,470.00
MIDDLE ATLANTI	SLIM PWR STRP8OUT15AW/	1	\$112.81	\$112.81
WIREMOLD	OFR BASE AND COVER	1	\$440.47	\$440.47
WIREMOLD	OVER FLOOR RCWY 2GANG BOX	1	\$168.80	\$168.80
WIREMOLD	OFR AAP PLATE	1	\$33.97	\$33.97
EXTRON	Dual US AC AAP	1	\$187.50	\$187.50
WIREMOLD	OFR DECORATOR PLATE	1	\$33.65	\$33.65
ON-Q LEGRAND	1 Gang Cable Access Plate (Black)	1	\$10.42	\$10.42
WINDY CITY WIR	AVI Velocity Base System Parts Kit	1	\$168.75	\$168.75
Integration				
Installation Services (Engineering & Drawings and Project Management)				\$2,743.12
On Site Integration				\$3,915.22
Testing & Acceptance				\$391.18
Training				\$195.59
Integration Cables & Connectors				\$833.33
Sub-Total: Integration				\$8,078.44
Sub-Total:				\$12,432.67
Total:				\$20,511.11

PRO SUPPORT:

<u>Model #</u>	<u>Mfg</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>	<u>Extended</u>
L1S10109	AVI UC	Logitech Medium Room Bundle - One Year AVI UC	1	\$394.18	\$394.18
	SUPPORT	Support (8-5 M-F)			
L1S10100	AVI UC	Logitech Rally System - One Year AVI UC Support	1	\$375.00	\$375.00
	SUPPORT	Standard (8-5 M-F)			
AVISSA1YR	AVI SYSTEMS	1 Year System Support Agreement	1	\$1,500.00	\$1,500.00

Refer to Page 1 for the Grand Total that includes Taxes, and Shipping & Handling.

SERVICES TO BE PROVIDED

INTEGRATION SERVICES

INTEGRATION SCOPE OF WORK

A. SUMMARY:

One of the most pervasive forces in large organizations is the Zoom Suite, with dozens of applications that have achieved a legacy status with contemporary functionality. And now, its packaged in the Zoom Rooms. Organizations that have a Zoom framework will enjoy this versatile meeting room for its ability to quickly call on familiar applications that keep meeting participants synced and ready to collaborate with content that lives in O365. The following system will work best for medium sized conference rooms. It is best for scheduled meetings with local or remote participants but works just as well for ad hoc operations.

Providing bring-your-own-meeting capability with Logitech Swytch in small conference rooms, users can meet face-to-face with customers, vendors, and other external hosts on their preferred video conferencing service. Connect a laptop to a room system's AV equipment for use with any video meeting or webinar. With an innovative design that maximizes compatibility a one-cable laptop link connects to a room's conference camera and display, making it easy for teams to meet, present, and stream over any service. No dongles, no splitters, no HDMI required. Keep the tabletop clean and organized with the included magnetic dock, or route the Swytch Connector through an existing cable well. It is designed for ad hoc meetings and presentations.

B. SYSTEM DESCRIPTION:

Logitech Tap Medium Conference Room with Swytch for BYOM

Functionality Description: The Medium conference room is place for users to gather for planned meetings, or ad hoc sessions to collaborate both locally or with team members from other locations. The Zoom experience starts before entering the room. Using Microsoft Outlook, a meeting host invites this room like any other participant. The room provides a One-Touch-To-Join experience for Zoom calls. The room automatically accepts the invite based on real-time availability. Once in the room, the host can tap a single button on the tabletop control panel to launch the meeting. While up and running, meeting participants can share and present content via a wired or wireless connection with both those who are local and remote. If the client chooses to add Logitech Sync device management software, Right-Sight will be included. With Right-Sight as participants speak, the Logitech Rally camera frames up the participant automatically to bring the focus of the meeting on that person, when Logitech Right Sight is enabled.

Alternatively, users can also use the room for bring-your-own-meeting (BYOM) sessions using the Logitech Swytch. With an innovative design that maximizes compatibility a one-cable laptop link connects to a room's conference camera and display, making it easy for teams to meet, present, and stream over any service. The experience is simple for meetings requiring local presentation only. Users can share a wired presentation from the table via the Swytch cable. Plug into any laptop with a USB 3.0 or higher Type A or Type C port. Two options exist to mount the Swytch cable – either using the included magnetic dock, or route the Swytch Connector through an existing cable well.

- Display:

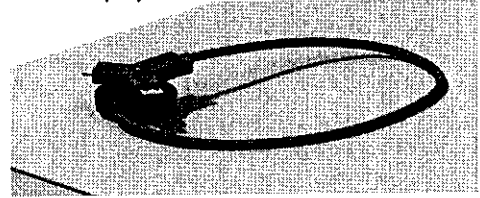
The main display is a single 75" commercial display that includes sync detection capabilities of your choice - we are currently showing this with a LG UH5 series display. A Chief Tempo Flat panel floor support system installed at the front wall uses the floor instead of the wall to support displays. This eliminates the need for wall inspection and remediation for time and cost savings across large rollouts while maintaining a low profile. To guarantee display functionality, this design includes a CEC to RS-232 control device.

- LG 75" display
- Chief floor support system for display
- Over-the-floor raceway for cable management.
- CEC to RS-232 display control box
- Equipment mounting brackets
- *NOTE: Power, network, wall backing by others.*

- Source Devices:

The system is built around Logitech TAP platform for Zoom conferencing and the Logitech Rally system. This platform includes a small form factor UC "NUC" computer. This Windows computer will run Zoom Room software, based on customer requirements. An available wired connection for display and content sharing of external devices will exist at the table. This connection consists of an HDMI cable connected to a Logitech TAP Table-Top unit. The user side of the HDMI cable can be fitted with an adaptor ring. An included HDMI adaptor ring provides multiple format conversion adaptors including USB-C for PC and MAC

For BYOM, the system includes the Logitech Swytch. The Swytch cable connects to the owner provided laptop using USB 3.0 on either Type-A or Type-C connector. The switch cable has a magnetic dock that routes across the table, through a customer provide table well, or through at 25mm grommet hole (Millwork provided by others) and connects to the Swytch Extender box, mounted below the table. The extender connects to the Logitech Swytch Hub located behind the display via a 5M included USB cable. The Swytch hub is mounted on provided mounting plate behind the display.



Swytch Magnetic dock & Connector Cable

- Camera:

A Logitech Rally PTZ camera mounted below the display on its supplied camera mount will provide video coverage of the room participants. Control for the camera will be from the supplied handheld remote control, or auto-mated using the Logitech Right-Site technology.



RALLY CAMERA

- Audio:

Room participants are heard on the far-end via Logitech table-mounted mic pod, routed through owner supplied grommet to the Rally table hub, mounted below the table. Audio routes from the Table Hub to the Display Hub mounted behind the Display. The Display Hub includes USB connect to the Zoom UC Engine, and speaker output. The speaker output connects to the wall mounted speaker mounted above the display via proprietary cabling. Volume control will be set to a nominal level. Presentation audio will be controlled via the user on their laptop. Audio routing is based on the Zoom audio protocol.



MIC POD



WALL-MOUNT SPEAKER

- Conferencing:

Conferencing is supported through the Logitech TAP solution. This hardware supports the standard Zoom Room experience. This kit contains the Logitech TAP tabletop console, UC Engine (INTEL NUC PC), complete Rally system - PTZ Camera, mic pod, table and display hubs for audio, wall mounted speaker, mounting hardware and power supplies.

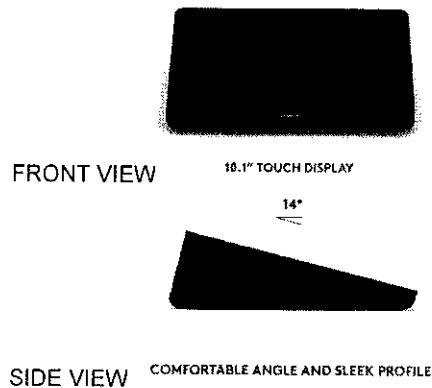
- Key Notes:

- The room will be set up as a Zoom Room. *Requires Zoom Room license, provided by client.*
 - Owner Network required behind display location for ZOOM UC Engine.
 - Client responsible for Zoom Room provisioning as follows:
 - <https://support.zoom.us/hc/en-us/sections/200305533-Setup-Configuration>
 - (NOTE: Zoom Room licenses and provisioning available separately)
 - NOTE: One (1) Owner supplied Network drops required behind display location for Zoom UC Engine.

- Controls:

- The Logitech TAP touch panel will pair with the UC-ENGINE (NUC) over a direct connection and provide a standard Zoom control experience. GUI customization, environmental, and third-party control are not available. A CEC to RS-232 device is included to provide display control if CEC is present.

LOGITECH TAP



- Equipment Location:
 - The Logitech Tap control panel will be installed on the table-top. Exact location to be coordinated with client.
 - *Note: Table grommet for Logitech Tap control and cabling provided by others, coordinated with AV contractor.*
 - The Logitech SWYTCH connector cable routing to be coordinated with client.
 - *Note: Grommet holes or alternate cable routing solutions provided by owner. To be coordinated with AV.*
 - Logitech SWYTCH extender to mount below the table.
 - Logitech SWYTCH hub mounted within the Tempo mount or behind the display.
 - Display mounted on the Chief Tempo mounting system, located at the front wall.
 - Logitech Rally camera mounted below display on a Chief camera mount.
 - Control box, QSC DSP, I/O USB Bridge and UC Engine mounted behind display or within the Chief Floor stand.
 - Wall-mounted speaker mounted above the display.
 - Over the floor raceway is included to route signal cabling from the table to front wall. *NOTE: Cable path from base of wall to access behind the display is provided by owner. AC routing to table via raceway capable, provided by owner's electrician.*
- Client Responsibilities

The proposed system requires electrical power and data. The customer is responsible for providing the following:

 - 1) 120VAC Quad Electrical Outlet at the display and Duplex at the table locations.
 - 2) Network drop -- Require one - one network behind the display. The UC Engine will occupy one dedicated drop. This system includes a Windows computer (UC-ENGINE) installed on the customer network.
 - 3) Zoom Room License - The customer is responsible for provisioning this device on their network, and any required Microsoft/software licenses.
 - 4) Chase way from table to display location for "Strong USB" cable between table and display.
 - 5) Logitech Sync software approval for Right-Sight.

C. EXCLUSIONS: The following work is **not included** in our Scope of Work:

- All conduits, high voltage, wiring panels, breakers, relays, boxes, receptacles, etc.
- Concrete saw cutting and/or core drilling
- Fire wall, ceiling, roof and floor penetration
- Necessary gypsum board replacement and/or repair
- Necessary ceiling tile or T-bar modifications, replacements and/or repair
- Structural support of equipment *AVI Systems not responsible for building related vibrations
- Installation of ceiling mounted projection screen
- All millwork (moldings, trim, cut outs, etc.)
- Patching and Painting
- Permits (unless specifically provided for and identified within the contract)

- Unless otherwise stated the pricing in this agreement does not include prevailing wage or union labor
- Unless specifically noted lifts and scaffolding are not included

D. CONSTRUCTION CONSIDERATIONS:

In order to accomplish the outlined goals of this project, the Customer will be responsible for contracting with an outside entity to make the necessary modifications to the space as directed by AVI Systems. The costs associated with these modifications are not included in this proposal.

E. NOTICE: THIS SCOPE OF WORK IS DELIVERED ON THE BASIS OF THE FOLLOWING ASSUMPTIONS:

- The room(s) match(es) the drawings provided.
- Site preparation by the Customer and their contractors includes electrical and data placement per AVI Systems specification.
- Site preparation will be verified by AVI Systems project manager or representative before scheduling of the installation. All work areas should be clean and dust free prior to the beginning of on-site integration of electronic equipment.
- Customer communication of readiness will be considered accurate and executable by AVI Systems project manager.
- In the event of any arrival to site that AVI Systems is not able to execute work efficiently and definably progress, the Customer will be charged a fee to reimburse AVI Systems for all lost time and inefficiencies. At this time, the Customer will be presented a Contract Change Order and will/may halt work until acceptance by the Customer and rescheduling of the integration effort is agreed upon.
- Rescheduling and redeployment of AVI Systems technicians due to unacceptable site preparation may cause scheduling delays of up to 10 business days.
- There is ready access to the building / facility and the room(s) for equipment and materials.
- There is secure storage for equipment during a multi-day integration.
- If Customer furnished equipment and existing cabling is to be used, AVI Systems assumes that these items are in good working condition at this time and will integrate into the designed solution. Any repair, replacement and/or configuration of these items that may be necessary will be made at an additional cost.
- All Network configurations including IP addresses are to be provided, operational and functional before AVI Systems integration begins. AVI Systems will not be responsible for testing the LAN connections.
- Cable or Satellite drops must be in place with converter boxes operational before the completion of integration. Any delay resulting in extra work caused by late arrival of these items will result in a change order for time and materials.
- Document review / feedback on drawings / correspondence will be completed by the Customer within two business days (unless otherwise noted).
- The documented Change Control process will be used to the maximum extent possible – the Customer will have an assigned person with the authority to communicate/approve project Field Directed Change Orders and Contract Change Orders (see Appendix).
- In developing a comprehensive proposal for equipment and integration services AVI Systems' Sales Representatives and Engineering teams must make some assumptions regarding the physical construction of your facility, the availability of technical infrastructure and site conditions for installation. If any of the conditions we have indicated in the site survey form are incorrect or have changed for your particular project or project site, please let your Sales representative know as soon as possible. Conditions of the site found during integration effort which are different from those documented may have an effect on the price of the system solution, integration or services. To ensure that you have an accurate proposal based on your facility and specific to the conditions of your project, please review all project documentation carefully.

F. INTEGRATION PROJECT MANAGEMENT PROCESSES

AVI Systems will follow a foundational project management process which may include the following actions/deliverables (based on the size/complexity/duration of the integration project):

- Site Survey – performed prior to Retail Sales Agreement and attached
- Project Welcome Notice – emailed upon receipt of Purchase Order
- Project Kick-Off meeting with Customer Representative(s) – either by phone or in-person
- Project Status reviews – informal or formal – either by phone or in-person (based on the size/complexity/duration of the project)
- Project Change Control – comprised of Field Directed Change Order and/or Contract Change Order submittals (see Appendix)
- Notice of Substantial Completion (see Appendix) – at Customer walk-through – prior to Service transition

G. KNOWLEDGE TRANSFER (TRAINING)

This is geared specifically towards the end-user / operator. The purpose of this knowledge transfer is to provide operators with the necessary knowledge to confidently and comfortably operate all aspects of the integrated system. Areas covered include the following:

- Equipment and system overview
- Equipment operation and function
- Equipment start up, stop, and shut down
- Equipment automatic and manual operation
- Discussion and documentation relating to control system operation
- Discussion and documentation relating to system processor and its control applications
- Powering up, powering down AV system via control system
- Manual operation of display systems, audio system and all other related components
- Use/operation of patch panels, when and where to be used
- Who to call when help is required

H. AVI SYSTEMS INTEGRATION SERVICES RESPONSIBILITIES

AVI Systems will provide services/work for the project as described above in the Scope of Work or per the attached separate Scope of Work document detailing the scope of work to be performed.

- Provide equipment, materials and service items per the contract products and services detail.
- Provide systems equipment integration and supervisory responsibility of the equipment integration.
- Provide systems configuration, checkout and testing.
- Provide project timeline schedules.
- Provide necessary information, as requested, to the owner or other parties involved with this project to ensure that proper AC electrical power and cableways and/or conduits are provided to properly integrate the equipment within the facilities.
- Provide manufacturer supplied equipment documentation.
- Provide final documentation and "as built" system drawings (CAD) - if purchased.
- Provide system training following integration to the designated project leader or team.

I. CUSTOMER INTEGRATION SERVICES RESPONSIBILITIES

- Provide for the construction or modification of the facilities for soundproofing, lighting, electrical, HVAC, structural support of equipment, and decorating as appropriate. Includes installation of ceiling mounted projection screen.
- Provide for the ordering, provisioning, installation, wiring and verification of any Data Network (LAN, WAN, T1, ISDN, etc.) and Telephone Line (Analog or Digital) equipment and services prior to on-site integration.
- Provide all necessary cableways and/or conduits required to facilitate AV systems wiring.
- Provide all necessary conduit, wiring and devices for technical power to the AV systems equipment.
- Provide reasonable accesses of AVI Systems personnel to the facilities during periods of integration, testing and training, including off hours and weekends.
- Provide a secure area to house all integration materials and equipment.
- Provide a project leader who will be available for consultation and meetings.
- Provide timely review and approval of all documentation (Technical Reports, Drawings, Contracts, etc.).

CUSTOMER CARE

CUSTOMER CARE SERVICES TO BE PROVIDED

Customer Care is the ongoing care and maintenance services delivered to keep your System(s) functioning as originally designed and installed. AVI Systems will perform the services below, as further described in Definitions, for covered Systems.

Incident Management	AVI Systems provides Priority Support to troubleshoot, remediate, and escalate all Incidents through to resolution.	Included	Remote initiation within two (2) business hours, Monday through Friday during standard hours (8am-5pm local time, excluding holidays)
Remote Support	AVI Systems provides remote Priority Support for supported systems to diagnose and resolve incidents.	Included	Remote response within (8) business hours, Monday through Friday during standard hours (8am-5pm local time, excluding holidays)
Onsite Support	AVI Systems provides Priority Support for technician dispatch to the client location to diagnose and resolve an Incident.	Included	Onsite response within eight (8) business hours, Monday through Friday during standard hours (8am-5pm local time, excluding holidays)
Advanced Parts Replacement	AVI Systems provides advanced replacement of failed hardware components. Does not include Consumables or Obsolete Equipment.	Included	Repair and/or replacement is manufacturer dependent. Loaner Equipment on Best Effort basis
Software Update Assistance	AVI Systems provides labor to implement updates of existing software to correct software errors and/or resolve incidents	Included	
System Training	AVI Systems conducts user training to cover operation of the system and how to contact AVI Systems for support. Technical, Administrative, or Product Specific training is available separate from this agreement.	Included	Remote user training, scheduled at least one (1) week in advance
System Health Checks	AVI Systems personnel perform preventative maintenance. Includes cleaning, adjustments, functional tests, and replacement of parts to keep the system equipment in efficient operating condition.	Included	Two (2) System Health Checks per year, each scheduled at least one (1) week in advance

CUSTOMER CARE DEFINITIONS

System – Defined as the items listed in the Products and Services Detail section of this Agreement or listed on an attached Equipment List with the exception of Consumables, Owner Furnished Equipment, and Obsolete Equipment.

Priority Support – Means all work under AVI Systems support agreements with Customers is scheduled ahead of any other on-demand work.

Remote Support – Means a service whereby remote calls made to communications and terminal equipment via Customer provided IP connection to determine failures and remedies. Only available where equipment is capable and configured by AVI Systems to provide same.

Onsite Support - Service level response assumes client location is within 60 miles of an AVI Systems Service Center. Additional travel costs may apply if the client location is beyond 60 miles of an AVI Systems Service Center.

Consumables – Means parts such as recording media, batteries, projection lamps and bulbs, etc. Consumables are parts that are not included under this Agreement.

Obsolete Equipment – Defined as items (though possibly still in use) that are outdated with no manufacturer support or parts availability, or products with formal end of life as defined by their manufacturer. Obsolete Equipment are parts that are not included under this Agreement.

Loaner Equipment – Defined as table top LCD projectors and flat screen monitors under 50". Table top projectors are not integrated into a system. Flat screen monitors will be installed onto a wall if reasonably possible.

Best Effort – Means AVI Systems strives to provide the Service or repair any Incident in an appropriate and generally accepted manner using the resources available but makes no promise in this reference.

Advanced Parts Replacement - Provides for recycling of equipment covered in a system or consumables with no additional fees. Includes coverage for shipping to/from manufacturer for equipment sent to for warranty diagnosis, repair or exchange

Software Update Assistance – Defined as revisions of existing software which provide maintenance to correct software errors. Assumes software is provided at no charge by the manufacturer or covered under a valid manufacturer maintenance contract. Cascading software dependencies may impact ability to issue updates. Software and features which require additional licensing are not

included under this Agreement. Changes to custom templates or scripts after initial deployment are available separate from this agreement.

SYSTEM SUPPORT TERMS

Coverage Dates – Unless otherwise stated, the service coverage date will be effective as of substantial completion or System Support Agreement invoice date; whichever is applicable. Coverage will extend for the duration specified by the corresponding line item description found in the Product and Services Detail section of this Agreement. AVI Systems reserves the right to withhold services until the invoice is paid in full.

Exclusions – For situations where AVI Systems is providing service or support under this Agreement, no cost service, maintenance or repair shall not apply to the Equipment if any person other than an AVI Systems technician or other person authorized by AVI Systems, without AVI Systems prior written consent, improperly wires, integrates, repairs, modifies or adjusts the Equipment or performs any maintenance service on it during the term of this Agreement. Furthermore, any Equipment service, maintenance or repair shall not apply if AVI Systems determines, in its sole discretion, that the problems with the Equipment were caused by (a) Customer's negligence; or (b) theft, abuse, fire, flood, wind, lighting, unreasonable power line surges or brownouts, or acts of God or public enemy; or (c) use of any equipment for other than the ordinary use for which such equipment was designed or the purpose for which such equipment was intended, or (d) operation of equipment within an unsuitable operating environment, or (e) failure to provide a suitable operating environment as prescribed by equipment manufacturer specifications, including, without limitation, with respect to electrical power, air conditioning and humidity control.

Systems Support Terms are in addition to AVI Systems' General Terms and Conditions of Sale.